

**CONSTITUTION, BY-LAWS AND
STATEMENT OF FAITH**
of the
BETHEL BAPTIST CHURCH
Kalispell, Montana

--PREAMBLE--

Reposing our faith in the Lord Jesus Christ for salvation, believing in the teaching and practice of the Baptists, and those great distinctive principles for which they have stood, namely:

1. The Lordship of Jesus Christ
2. The Bible the standard of Faith and practice
3. Regenerated membership
4. Believer's baptism (by immersion)
5. Progressive sanctification
6. Soul liberty
7. Congregational government
8. Separation of Church and State
9. Separation from all Eccumenicalism and their affiliates,

we band ourselves together as a body of immersed believers in Jesus Christ and adopt, ordain, and establish for our government and plan of worship and service the following declaration of faith, covenant, constitution, by-laws and standing rules.

-- DECLARATION OF FAITH --

1. OF THE SCRIPTURES

We believe that the Holy Bible as originally written was verbally and plenary inspired of the Holy Spirit and penned by Spirit-controlled men, and therefore, is truth without any admixture of error for its matter. We believe the Bible to be the true center of Christian union and the supreme standard by which all human conduct, creeds, and opinions shall be tried. II Timothy 3:16; II Peter 1:19-21.

2. OF THE TRUE GOD

We believe that there is one and only one living and true God, and infinite Spirit, Maker and Supreme Ruler of Heaven and Earth; expressly glorious in holiness, and worthy of all possible honor, confidence and love; that in the unity of the Godhead there are three: the Father, the Son and the Holy Ghost (Spirit), equal in every divine perfection, and executing distinct but harmonious offices in the great work of redemption. Exodus 20:2; 3:1; I Corinthians 8:6; Revelation 14:11; I John 5:7.

3. OF THE LORD JESUS CHRIST

We believe that He is the second person of the divine and eternal Trinity of God; that He willingly and voluntarily offered Himself for the sacrificial and vicarious work of redemption, that He was conceived of the Holy Ghost (Spirit), born of the Virgin Mary, thereby laying aside none of His deity, but becoming genuinely human, that becoming him as He was no less God, and being God He was no less human; that He went to the cross as a Representative and as a Redeemer of mankind, that He died for our sins in our room and our stead; that He paid the price of our pardon with His own precious blood; that He was buried and the third day rose again in a physical glorious, immortal body and ascended to the Father for our justification; that He walked among men on Earth for forty days and ascended to the right hand of God where He is today our Intercessor, Advocate and Great High Priest; that He will one day descend personally to receive His blood bought, regenerated Church in the air to present her to the Father in Heaven; that He will one day return in power and glory to judge all lawlessness and disobedience and set up His own kingdom and reign on the throne of David for one thousand years; that He will sit upon the Great White Throne to judge the wicked dead; and then turn all rule and authority back to the Father; that He was God's instrument in creation and redemption. John 1:1-14, 29; Hebrews 9:14-15; Luke 1-2; Romans 5:1-12; II Corinthians 5:19-21; I Corinthians 15:1-58; Hebrews 1:1-14; 10:19-24; I Thessalonians 4:16-18; Revelation 20:1-6; 11-15.

4. OF THE HOLY SPIRIT

We believe that the Holy Spirit is a divine Person, with God the Father and God the Son and of the same nature; that He was active in creation; that in relation to the unbelieving world He restrains the evil one until God's purpose is fulfilled; that He convicts of sin, and of righteousness, and of judgment; that He bears witness to the truth of the gospel in preaching and testimony; that He is the divine agent in the new birth; that He seals, endues, guides, teaches, witnesses, sanctifies, comforts and helps the believer. John 14:16-17; Matthew 28:19; Hebrews 9:14; John 14:26; Luke 1:35; Genesis 1:1-3; John 16:8-11; Acts 5:30-32; John 3:5-6; Ephesians 1:13-14; Mark 1:8; John 1:33; Acts 11:16; Luke 24:49; Romans 8:14-27.

5. OF THE DEVIL OF SATAN

We believe that Satan is a personal being, that he is a fallen angel, the fifth of the original Cherubim; that he is now the deceptive and hateful "god of this age", the author of all the powers of darkness, the accuser of the brethren, the enemy of God and of righteousness, of the souls of men; that he is destined to the judgment of an eternal justice in the lake of fire; that he was and is the author of all sin. Isaiah 14:12-17; Ezekiel 28:13-19; Genesis 3:1-8; Matthew 4:1-10; II Corinthians 4:4; Revelation 20:1-10.

6. OF CREATION

We accept the Genesis account of creation and believe that man as well as all the universe came into being by the direct creation of God (Elohim) and not by any form of evolutionary process. Genesis 1-3; Isaiah 45:18; Colossians 1:15-17; Hebrews 1:1-3; John 1:1-3.

7. OF THE FALL OF MAN

We believe that man was formed in the image of God in innocence and holiness, by the hand of God; that he by voluntary transgression fell from his sinless and happy state in consequence of which all mankind are now sinners, not only by constraint, but of choice, and therefore under just condemnation without defense or excuse. Genesis 3:1-6, 24; Romans 5:12-19; 1:18-32.

8. OF THE VIRGIN BIRTH

We believe that Jesus Christ was begotten of the Holy Ghost (Spirit) in a miraculous manner, born of Mary, a virgin, as no other man was ever born or can ever be born of woman, and that He is both Son of God and God the Son. Genesis 3:15; Isaiah 7:14; Matthew 1:18-21; Luke 1:35; John 1:4.

9. OF THE ATONEMENT FOR SIN

We believe that the salvation of sinners is wholly of grace through the mediatorial offices of the Son of God, Who by the appointment of the Father, freely took upon Him our nature, yet without sin, honored the divine law by His personal obedience, and by His death made a full and vicarious atonement for our sins; that His atonement consisted not in setting us an example by His death as a martyr, but was a voluntary substitution of Himself in the sinner's place, the Just for the unjust; Christ, the Lord, bearing our sins in His own body on the tree; that having risen from the dead He is now enthroned in Heaven, and uniting in His wonderful person the tenderest sympathies with divine perfection, He is in every way qualified to be a suitable, a compassionate and all sufficient Savior. Ephesians 2:8,9; Acts 13: 38,39; 15:11; Romans 3:22-24; John 3:16-18; Matthew 18:11; Philippians 2:5-10; Hebrews 2:9-14; Isaiah 53:4-7; I John 4:10; I Corinthians 15:1-3; II Corinthians 5:19-21.

10. OF GRACE IN THE NEW CREATION

We believe that in order to be saved, sinners must be born again; that the new birth is a new creation in Christ; that it is instantaneous and not a process; that in the new birth the one dead in trespasses and sins is made a partaker of the divine nature and receives eternal life, having been forgiven all trespasses; that this divine nature and eternal life are the free gift of God; that the new creation is brought about in a manner above our comprehension, solely by the power of the Holy Spirit in connection with divine truth, so as to secure our voluntary obedience to the gospel; that its proper evidence appears in the holy fruits of repentance and faith and newness of life. John 3:3-7; II Corinthians 5:17; I John 5:1; Acts 16:30-33; II Peter 1:4; Romans 6:23; Ephesians 2:1; II Corinthians 5:19; Colossians 2:13; John 3:8.

11. OF JUSTIFICATION

We believe that the great gospel blessing which Christ secures to such as believe in Him is justification:
a. That justification is the pardon of sin, and the gift of eternal life on principles of righteousness;
b. That it is bestowed not in the consideration of any works of righteousness which we have done; but solely through faith in the Redeemer's blood, His righteousness is imputed to us. Acts 13:38-39; Isaiah 53:11; Zechariah 13:1; Romans 5:1-9.

12. OF FAITH AND SALVATION

We believe that repentance and faith in the Lord Jesus are the only conditions of salvation. Romans 5:1-9; 8:1; Acts 13: 38-39; Isaiah 53:11; Zechariah 13:1; Ephesians 2:8-9; Acts 16:31; Romans 10:9.

13. OF THE LOCAL CHURCH

We believe that the local church is a congregation of immersed believers, associated by covenant of faith and fellowship of the gospel; observing the ordinances of Christ; governed by His word under the Holy Spirit's illumination; and exercising the gifts, rights and privileges invested in them by His Word and spirit; that its officers are pastors and deacons whose qualifications, claims and duties, are clearly defined in the Scriptures. We believe the true mission of the Church is the faithful witnessing of Christ to all men as we have opportunity. We believe that the local Church has the absolute right of self government free from the interference of any hierarchy of individuals or organizations; that Christ Himself is its only Head, the one and only Superintendent through the Holy Spirit; that it is Scriptural for true churches to cooperate with each other in contending for the faith and for the furtherance of the gospel; that each local church is the sole judge of the measure and method of its cooperation; on all matters of membership, of polity, of government, of discipline, of benevolence, the will of the local Church is final. Acts 2:41-42; I Corinthians 11:2; Ephesians 1:22-23; 4:11; Acts 20:17-28; II Timothy 3:17; Colossians 1:18; Ephesians 5:23-24; Acts 15:13-18.

14. OF BAPTISM AND THE LORD'S SUPPER

We believe that Christian baptism is the immersion of a believer in water to show forth in a solemn and beautiful emblem our faith in the crucified, buried, and risen Savior, with its effect in our death to sin and resurrection to a new life; that it is a prerequisite to the privileges of Church relationship. We believe that the Lord's Supper is the commemoration of His death until He comes, and should be preceded always by solemn self-examination. We believe that any born again believer who is walking in fellowship with the Lord may partake. Acts 8:26-39; John 3:23; Romans 6:3-5; Matthew 3:16; Colossians 2:12; I Corinthians 11:23-28.

15. OF THE SECURITY OF THE SAINTS

We believe that all who are truly born again are kept by God the Father for the Lord Jesus Christ. Philippians 1:6; John 10:28-29; Romans 8:35-39; Jude 1:24-25; I Peter 1:3-5; John 5:24.

16. OF THE RIGHTEOUS AND THE WICKED

We believe that there is a radical and essential difference between the righteous and the wicked; that such, and only such as through faith are justified in the name of the Lord Jesus Christ, and sanctified by the Spirit of our God, are truly righteous in His esteem; while all such as continue in impenitence and unbelief are in His sight wicked, and under the curse and condemnation of sin, and this distinction holds among men both in and after death, in the everlasting felicity of the saved, and the everlasting conscious suffering of the lost. Malachi 3:18; Genesis 18:23; Romans 6:17-23; I John 5:19; Romans 7:6; Proverbs 14:12; Psalm 9:17; Luke 6:25; Matthew 25:34-41; John 8:21.

17. OF CIVIL GOVERNMENT

We believe that civil government is of divine appointment for the interest and good order of human society; that magistrates are to be prayed for, conscientiously honored, and obeyed, except in things contrary to the revealed will of the Lord Jesus Christ Who is the only Lord of the conscience, and the coming Prince of the Kings of the earth. Romans 13:1-7; II Samuel 23:3; Exodus 18:21-22; Acts 23:5; Matthew 22:21; Acts 5:20; 4:19-20; Daniel 3:17-18.

18. OF THE RESURRECTION; PERSONAL, VISIBLE, PREMILLENNIAL RETURN OF CHRIST, AND RELATED EVENTS

We believe in:

A. The personal, bodily, resurrection of Christ. Matthew 28:6-7; Luke 24:39; John 20:27; I Corinthians 15:1-4; Mark 16:6; Luke 24:2-6.

B. The personal, visible, bodily ascension of Christ. Acts 1:9-11; Luke 24:51; Mark 16:19; Revelation 3:21; Hebrews 12:2.

C. The present personal high priesthood of Christ. Hebrews 8:6; I Timothy 2:5; I John 1:7-9; 2:1-3; Hebrews 2:17; 5:9-10; 10:19-24.

D. The pre-tribulational resurrection (rapture) of the righteous, both dead and living, making up the true Church. I Thessalonians 4:13-17; I Corinthians 15; Philippians 3:20-21; I Thessalonians 5:1-11; II Thessalonians 1:1-12; Revelation 2:3-4.

E. The pre-millennial second coming of Christ to reign in power and glory. John 14:3; Acts 1:11; Isaiah 9:6-7; Zechariah 14:1-10; Matthew 24 & 25; Revelation 1: 5-7; 19:11-21.

F. The throne of David. Luke 1:32-34; Isaiah 9:6-7; Acts 2:29-30; Matthew 25:31-46.

G. The Millennial Reign. Matthew 25:31-46; I Corinthians 15:25; Isaiah 32:1; 11:4-5; Revelation 20:1-14.

-- CONSTITUTION --

Bethel Baptist Church
(1998 Revision)

ARTICLE 1. Name

The name of the church organization, a corporation, shall be, BETHEL BAPTIST CHURCH OF KALISPELL, MONTANA.

ARTICLE 2. Object

The object of this local group of believers shall be:

A. To promote the preaching of the Gospel of the Lord Jesus Christ in order to win people to a personal faith in Him as Savior and Lord.

B. To provide for the worship of God; the preaching and teaching of the precious Word of God; to administer the two ordinances of the New Testament, immersion and the Lord's Supper; to seek the spiritual improvement of our members; to maintain a Baptist Church to minister to its own community; and to extend a ministry of the gospel to all the earth.

ARTICLE 3. Membership

A. Qualification:

Any person professing faith in, and giving evidence of such faith in the Lord Jesus Christ, and holding views of faith and practice in conformity with those of this church, may be received into its membership, having been immersed in obedience to the Lord's command. All applicants shall sever every connection with Modernism, Neo-evangelicalism, and Neo-orthodoxy.

B. Procedure: For Admission:

The Pastor and majority of the Deacons shall meet with all applicants requesting membership to:

1. Receive their testimony of Faith in Jesus Christ as Savior
2. Answer and ask any questions desired concerning both Faith and Practice
3. Plan for the applicant's baptism, if necessary.

Upon unanimous recommendation of those Deacons present, the applicant shall be presented to the church. A favorable vote of 2/3 of those present shall be required (See Article VIII, Section E).

The Right Hand of Fellowship shall be extended in behalf of the church at a regular service, as soon as practical.

C. Honorary Membership:

This category is composed of Charter Members who continue in good standing and desire inclusion of the church's Honorary Membership Role. The classification is available when membership is moved, or in the process thereof, to another Baptist Church of like precious faith.

Procedure for Inclusion:

1. The person shall apply to the Deacons, or another may recommend him to them.
2. If the individual in question is unaware of this intent, he must be contacted for his permission to be so considered.
3. The Deacons must carefully and prayerfully consider each request made.
4. If the Deacons' report is favorable, the individual's name will be presented to the church body for consideration for inclusion on the Honorary Membership Role.

Honorary Members have no right of franchise, nor can they hold elective office. However, if present, their participation in business meeting discussions will be welcome.

D. Associate Membership

1. An Associate Membership role is herewith established for college students, service personnel, and such other applicants of temporary residency in the area as deemed permissible and wise by the Deacons.
2. Procedure and qualifications are the same as for regular membership.
3. Associated Members shall have full membership privileges, except the right of franchise, which shall remain in their home church. They may not hold as elective office, but may serve in an appointed position at the discretion of the church.

E. Termination of Membership

Section 1. Letter of Dismissal to another church of like faith and order, granted by vote of this church. The form of such letter shall be:

Bethel Baptist Church of Kalispell, Montana

Letter of Dismissal to:

(any organized Baptist Church of like faith)

Dear Brethren:

This is to certify that _____ is a member of this church and is at his/her request to you, hereby dismissed from us to unite with you. _____ membership with us terminates with the granting of this _____ letter.

May the blessing of the Lord rest on _____ and you.

Done by order of and in behalf of the Church.

_____ 20__
_____ Pastor _____ Church Clerk

Section 2. A Certificate of Christian Standing may be granted to a church of another denomination upon the request of that member. The form of such a certificate shall be:

Bethel Baptist Church of Kalispell, Montana
Certificate of Christian Standing

Gentlemen:

This certifies that _____ is a member of this church, and at his/her request to you, is granted this Certificate of Christian Standing by which he/she ceases to be a member with us.

We pray that _____ shall continue on with the Lord.

Done by order of and in behalf of the Church

_____ 20_____
_____ Pastor _____ Church Clerk

Section 3. Erasure from the church roll may be carried out by the Church following recommendation from the Deacons and Pastor in the following instances:

1. A member who has united with another church without securing dismissal from this one.
2. A member who desires his name to be dropped from the roll.
3. Regarding inactive members: (See this Article, Par. F, below)

Section 4. Discipline (See this Article, Par. G, below)

Section 5. Upon death, a member of this church shall be removed from the Membership Roll.

F. Inactive Membership

It shall be the duty of the Board of Deacons to maintain and provide the Church Clerk with a roll of resident, non-resident, and inactive members. If upon the resident roll shall be the name of any member who has failed to attend or in any way keep in communication with the church for a period of six months, that one may lose all voting privileges. After the expiration of one year, upon the recommendation of the Board of Deacons and by vote of the church, a name may be dropped from the membership roll after fulfilling Matthew. 18:15-17 and Gal. 6:1.

G. Discipline of Members

The Board of Deacons and the Pastor constitute the Discipline Committee of the church. Kindness, consideration and Christian love shall be exercised in all steps of procedure.

Section 1. Purpose.

The object of church discipline is to prevent, or to remove any evil that may destroy the purity and the peace of the church, thus enabling the church to maintain a high standard of Christian faith and conduct and thereby to be respected, honored, and held in high esteem.

Section 2. Procedure.

When a member becomes a hindrance to the church and its testimony be reason of continual disregard of Covenant obligations or by reason of immoral or unchristian conduct, he may be removed from the membership roll in accord with Matt. 18:15-17.

Section 3. Fair Hearing (first following the scriptural pattern of Matt. 18:15-17)

Any accusation against a member shall be brought before the Discipline Committee and recorded in writing by the secretary of the committee before being taken to the Church. An accused member shall in all cases be given an opportunity to appear in his own behalf before the committee, and shall be given a full and fair hearing before any disciplinary action is recommended to the church.

Section 4. Final Authority

In all matters of church discipline, the church shall be the final authority. Action to remove a delinquent or an accused member shall require a two-thirds (2/3) vote of the membership present and voting by written ballot at a properly called meeting of the church.

E. Restoration of Members

Section 1. Restoration to membership shall be in accordance with II Corinthians 2:6-8 and Galatians 6:1.

Section 2. Restoration to membership shall follow disciplinary action and recommendation by the Board of Deacons and Pastor.

Section 3. Restoration to membership shall be by the final action of the church.

ARTICLE 4. Officers: Their election and duties.

The officers of the church shall be the scriptural ones of pastor and deacons. Other officers shall be added as deemed necessary for the orderly function of the church or as required by law such as deaconesses, trustees, vice-moderator, clerk treasurer, financial secretary, benevolence treasurer, Bible School superintendent, church historian, head usher, Bible School secretary and treasurer.

All officers except the pastor shall be elected from the membership of the church by ballot. Unless otherwise provided in the by-laws, election shall be upon a plurality vote; officers shall assume duties on March 1; they shall serve for a period of time mentioned under their office.

Section 1. Pastor:

- A. The Pastor is recognized as the undershepherd of Christ's local church and its chief officer. He shall preach the Word of God, administer the two ordinances mentioned in the New Testament which are the Lord's Supper and immersion, and shall shepherd the church and lead it in the fulfillment of its sacred trust.

He shall be a member ex-officio of all its boards and standing committees and counselor of all departments. He shall strive at all times to attain a godly deportment, that no reproach shall come through him upon the Body of Christ. He shall give the church sixty days notice of his departure should he feel led to change pastorates, and shall be given sixty days notice should the church vote to dismiss him. (cf. Art. 5; Sec., Standing Rules; Art. 7, Sec. D, 1)

- B. In case of a vacancy in the pastorate, the church shall without delay, take measures to secure a successor for an indefinite tenure. No election of a pastor shall take place except at a meeting called for that purpose. A vote of three-fourths of the voting members present shall be necessary for said election. (cf. Art. 6: Sec. C. Pulpit Committee)

C. Associate Pastor:

1. Relationships:

a. To the Pastor: Work in close cooperation and harmony with him and deferring to his final judgment in case of unresolvable conflict.

b. To the Deacons: Make regular reports to the Deacons conferring with them as to recommendations and suggestions.

c. To the Youth Sponsors: Work in close cooperation with them providing direction and assistance in planning, promotion, recreation and special activities. Likewise in sharing with them suggestions for the improvement of the program in counsel with the Pastor. He shall meet regularly with them and share in Youth Officers' meetings as desired.

d. To the Church: His role is to be that of spiritual leadership, challenge, example and training. He is not to be considered as "a hired hand" to do the work of the Membership regarding our Youth, but as a "...PASTOR-TEACHER FOR THE COMPLETING OF THE SAINTS TO DO THE WORK OF THE MINISTRY..." (Eph. 4:12)

2. Visitation:

Personal: He shall be involved in a regular calling ministry reporting on same to the Pastor and Deacons.

Youth: He shall develop and lead the young people in active visitation.

Pastoral: As opportunity arises he shall visit the congregation with the Pastor.

3. Activities: He shall be expected to be involved in the Youth Program of the church, counseling with young people and parents as opportunity arises. Other areas of concern shall include: Children's Church, Vacation Bible School, Bible Camp, Joy Clubs, Bus Visitation, as well as other activities as the Youth Program continues to develop.

4. Preaching: Occasional pulpit supply will be expected, giving him opportunity to develop his gifts in these areas.

5. Projects: Various projects may be undertaken upon counsel with the Pastor such as: youth bible studies; church canvassing; rest home evangelism; tract distribution; youth rallies; training programs.

6. Social Activities: These will be arranged for the young people in counsel with the Youth Sponsors and the Pastor and in cooperation with them relative to the various youth organizations.

He shall be available for ministry in the Sunday School, Teachers' training and other areas as time, talent, and opportunity avail themselves.

Realizing that the gifts and abilities of the Pastors are different, it shall be the responsibility of the Deacons to work with the Pastors in distributing these areas of responsibility according to their gifts.

Section 2. Deacons:

- A. Qualifications -- as set forth in 1 Timothy 3:8-13 and Acts 6:3-5.
- B. Membership Status -- a suggested minimum of three (3) shall be elected in the manner outlined in Article IV and Article VII, Section B,3. ...terms not to exceed four (4) years with terms overlapping so that approximately one-fourth (1/4) will expire each year.
- C. Nominations -- besides the spiritual and social qualifications stated in Scripture, no person shall be considered qualified for nomination as a Deacon unless he anticipates he shall be present locally at least ten (10) months each year.
- D. Quorum -- fifty per cent (50%) of the Board shall constitute a quorum.
- E. Officers -- the new board shall select a Chairman and Secretary from their number at their earliest convenience following their election (See Art. IV, Sec. 5; Art. V) ...The Chairman shall have served at least one year on the Board previous to holding that office.
...It is suggested that the responsibilities of Worship, Membership, and other areas be divided among the Board for supervision and follow through.
- F. Duties -- In conjunction with our Pastor(s) they shall share the responsibility of the spiritual welfare of the church in:
 - ...Being exemplary by endeavoring to keep their Church Covenant responsibilities
 - ...The areas of worship
 - ...Administering the ordinances of communion and baptism
 - ...Recommending expenditures pertaining to spiritual matters of the church
 - ...The areas of membership
 - ...Doing personal soul winning
 - ...Discipling through follow up ministries and leadership training
 - ...Carrying out visitation to the sick and infirm
 - ...To inactive and indolent members
 - ...To the widows of the church family (1 Timothy 5:9-16)
 - ...See that the membership roster is updated as needed
 - ...Administering the "Fellowship Fund" as provided from benevolent offerings and authorize expenditures as they deem appropriate
 - ...Examine church membership applicants, giving careful attention to determine that said applicant shall have made a profession of faith in Jesus Christ as Lord & Savior.
No applicant shall be considered by the church for membership unless unanimously recommended by the Board.
 - ...Comprising the Pulpit Committee, securing speakers and/or interim pastors when needed (cf. Article VI, Sec. C).
 - ...overseeing the functions of the church during a pulpit vacancy.The Deacons shall not be rulers over the Pastor(s), but leaders in the church, and submissive to the wishes of the church and leadership of the Pastor(s).
- G. Attendance
Any Deacon, missing three (3) consecutive regularly scheduled meetings of the Board, shall be removed from the board, unless the absences are due to illness or extenuating circumstances.

Section 3. Deaconesses:

Six, or more, deaconesses shall be elected for a term of three years each; one-third of the board being elected each year. They shall elect a chairman from their number, and shall meet at the call of the pastor or the chairman of this board. Their spiritual qualifications are to be found in such scriptures as: Titus 2:3-5; Philippians 4:3; Romans 16:1-6.

Their duties shall be to assist the pastor and deacons in the administration of spiritual matters of the church as requested, to assist the pastor and deacons in visitation work, the baptism of women, the counseling of girls, the preparation of the Lord's Supper, and such other spiritual matters as requested and necessary. To assist bereaved families in ways appropriate to the need and occasion. They shall have general supervision of the floral committee, of the ladies' missionary work of the church, and shall be prayer warriors for all the needs.

Section 4. Trustees:

This board shall consist of six, or more, members, two elected annually, for three-year terms, and shall be collectively the managing agent of the church business matters. They shall be selected for their spirituality, demonstrated business ability, and interest in the work of the Lord Jesus Christ.

They shall select from their group a chairman and a secretary, and keep minutes of meetings held. They shall hold meetings as the occasion arises; a majority of the board shall constitute a quorum.

A. Duties of the Trustee Board:

1. They shall have charge of the property and all temporalities of the church but shall not sell, mortgage, or otherwise encumber the real-estate or other property of the church without consent of the two-thirds of the members of the church who are present at a special meeting, called for that purpose by public notice at least two weeks previously. (cf. Art. 7, Sec. D, 1)
2. They shall be responsible for the designation of a bank for general banking, and a depository for securities, and other valuables of the church.
3. They shall acquaint themselves with the laws of the State of Montana, and the ordinances of the City of Kalispell, that pertain to churches, and see that such laws are faithfully obeyed in all matters affecting the church.
4. They shall make expenditures only from funds allocated in the budget for their use, and/or from special funds to be designated by the church. Any item not so designated which calls for an expenditure of more than two hundred fifty dollars (\$250.00) must first be approved by vote of the church.
5. They shall employ one or more caretakers, from the membership if possible, and to recommend their salaries, and determine their duties.
6. They shall give a quarterly, and an annual report to the church of their meetings and activities.

Section 5. The Vice-Moderator:

The Vice-Moderator shall be the Chairman of the deacon board, or some other member of that board selected by the church, to officiate at all business meetings in the absence of the Pastor, or when the Pastor asks him to chair said business meeting.

Section 6. Church Clerk:

It shall be the duties of the Church Clerk to:

- A. Keep an exact record of all business meetings of the church,
- B. Keep an alphabetical, and chronological record of the date and manner of admission and dismissal of members.
- C. Conduct the official correspondence of the church.
- D. Look up, and read upon request, all, or part of any motion that has to do with the business of the church.
- E. Keep an accurate and up-to-date record of the membership of the church.
- F. Prepare and present a report of the church's activities during the year at the annual business meeting.

Section 7. Treasurer:

The duties of the Treasurer shall be:

- A. To keep in designated depositories all monies of the church, except the benevolent fund. All bank deposits of the church shall be made, and kept in the name of the church.
- B. Make payments from the funds in his custody only by check signed by himself.
- C. Keep account of all such funds; and submit quarterly and annual reports.
- D. Present his books, or book, to be audited at the close of the fiscal year, or so that an audit report may be presented at the next quarterly business meeting of the church.
- E. An assistant may be provided to perform these duties in the treasurer's absence and will assist the treasurer when deemed necessary.

Section 8. Auditing Committee:

The Auditing Committee shall be composed of three members of the church selected by the Advisory Board. All financial records must be ready for the auditors and in their possession after the close of the fiscal year so that an audit report may be presented at the next quarterly business meeting. They shall themselves audit the financial records of the church, or at the discretion of themselves and the Trustee Board select an auditing concern who shall audit the records in time for the annual meeting.

Section 9. Financial Secretary:

The duties of the Financial Secretary shall be:

- A. Keep record of all contributions of the church.
- B. Take charge of the offering at each meeting, enter same upon his records, and deposit all monies of the church.
- C. Make quarterly and annual reports to the church.
- D. In the case of his absence, the assistant financial secretary shall serve in his capacity.

Section 10. Bible School Superintendent:

The Bible School Superintendent with the advice of the Pastor and Sunday School teachers and officers shall appoint assistants and teachers. They shall select the Sunday School materials to be used, and perform other duties relating to the Sunday School. The Bible School Superintendent shall submit an annual report.

Section 11. Bible School Secretary-Treasurer:

The Bible School Secretary-Treasurer shall keep all records of the attendance and collection for the Bible School Department, and shall prepare and present at the annual meeting a report of the year's activities in the Bible School.

Section 12. Head Usher:

His duties shall be to:

- A. Appoint and supervise ushers for all public meetings of the church. He shall also appoint one to take his place in his absence.
- B. Arrange to courteously welcome and comfortably seat attendees at times of least disturbance to the devotional part of the service.
- C. Check and regulate temperatures, and ventilation of the room during services.
- D. Count and keep record of the attendance at services, reporting the same to the pastor.
- E. Appoint six ushers. Four ushers to take offerings, two to work in the inside aisle, and two to work the outside aisles.
- F. Arrange for the counting and securing of offerings received by at least two persons, preferably the ushers.

ARTICLE 5. The Advisory Board:

The Advisory Board shall consist of the following:

1. Chairman of the Board of Deacons
2. Chairman of the Board of Trustees
3. Chairman of the Board of Deaconesses
4. Church Treasurer
5. Pastor
6. Vice-Moderator
7. Church Clerk

The Board shall select its own Chairman, with the Church Clerk serving as Secretary of the Board. This Board shall meet at the call of Pastor, Vice-Moderator, Church Clerk, or at the written and signed request of five members of the Board, or of ten members of the church at large, provided public notice is given two weeks ahead at regular church services. A majority of the members of the Board shall be a quorum.

The duties of the Advisory Board shall be:

- A. To confer relative to the general interest of the church and to advise with the Pastor on any matter which he may bring before it.
- B. To make recommendation to the church in the form of a written motion or resolution.
- C. The Advisory Board shall also be the Budget Committee. As a Budget Committee, it shall be the duty of this Board to inform themselves as to the financial progress, and prospect of the church. To evaluate past progress and problems, and to make and submit to the church at the annual meeting a proposed budget for the new year. (See Art. 4, Sec. 8, Audit Committee).

ARTICLE 6. Standing Rule: Officers

- A. Pastor:

The Pastor shall be granted as annual vacation of one month with pay. When he is representing the church in any convention or conference, the pulpit supply and necessary traveling expenses of the Pastor shall be paid by the church.

B. Pastor and Officers of the Church:

Any accusation or charge against the Pastor or any other official of the church must, in order to be brought before the church, be submitted in writing, and be signed by those making the charge or complaint, or accusation.

C. A vote of confidence in the Pastor may be called either by the Pastor or Deacon Board. Such a vote must be announced in public meeting two weeks in advance of the intended voting.

D. Any member being considered for nomination to any office of the church shall be considered, based on their spirituality, their demonstrated concern for the Lord's work, and their faithful attendance in the worship services at Bethel Baptist Church.

ARTICLE 7. Standing Committees and their duties:

Section A. Nominating Committee

1. Personnel:

The committee shall consist of the Deacon Board and the Pastor.

2. Duties:

The committee shall prepare and present to the church during the *second week of November* a list of nominees for each elective office and all boards. It shall commence meetings sufficiently before this time to prayerfully select nominees and contact such persons early enough for their prayerful consideration and acceptance.

Additional nominations may be made from the floor at the election meeting. However, such nominations must be contacted for their prayerful consideration and consent prior to placing their names on the floor as nominees.

This committee may be called upon by the Pastor or the church at any time during the year to submit nominations for offices that may have become vacant. *In so far as possible, this committee shall avoid placing the name of one person as nominee for more than one office, board, or standing committee.*

Nominees must first be interviewed, and give their consent. Nominees who have a majority vote within the Nominating Committee will be presented to the church.

Section B. Music Committee

1. Personnel:

The committee shall consist of the Pastor, pianist, organist, choir director, and three musically minded persons from the membership designated by vote of the church.

2. Duties:

It shall be the duty of the Music Committee to provide musical ministry for the services, and in securing talented and able as well as spiritually qualified persons to contribute vocal and instrumental numbers for services of worship. They shall serve also in an advisory capacity in the promotion of a competent and capable choir.

Section C. Pulpit Committee

1. Personnel:

The Deacon Board shall comprise the Pulpit Committee.

2. Duties:

The committee shall not disturb any pastor on his field or make it known that he is under consideration until they have had word that he is willing to consider a call if given a favorable vote by the church, and then only by written recommendation to the church is the man's name to be revealed.

The committee shall thoroughly explore the field for conservative and fundamental Baptist ministers who are available to call and whose doctrinal position is in keeping with the faith of this church and its governmental practices. This committee shall thoroughly investigate each candidate as to his spiritual, educational, and Biblical beliefs. The committee shall present to the church the name of only one candidate at one time, and only such as they are unanimously agreed as being a desirable minister for the pulpit. The Pulpit Committee shall then call a special business meeting to consider the call of the minister. Three-fourths of all ballots cast must be in his favor in order for the call of a pastor to be considered a church call and election.

Following the call and election of a pastor, the Pulpit Committee shall send a letter in triplicate form setting forth the terms of the call, making a place available for the signature of the chairman of the Pulpit Committee, Church Clerk, and provide a place for the

signature of the pastor as he accepts the call. (See Art. 7, Sec. D & Art. 4, Sec. 1, B)

Section D. Other Special Committees and Boards:

Committees for special purposes such as library, music, etc., may be appointed by the Board of Deacons and Pastor, or elected by the church as the needs arise.

Section E. Mission Conference Committee:

1. Personnel:

The committee shall consist of the Pastor, a deacon and two missions minded people from the membership designated by vote of the church.

2. Duties:

It shall be the duty of the Mission Conference Committee to prepare and provide a mission conference during the first quarter of the year. This involves inviting missionaries for a conference two years in advance and overseeing the details of missionary meals, lodging, transportation, and itinerary for the following years conference. The committee will be in effect from February 1st to February 1st.

ARTICLE 8. Meetings:

Section A. Special Meetings:

At least two evangelistic meetings should be held every year. Let BETHEL BAPTIST BE A SOUL WINNING CHURCH AT HOME AND ABROAD. God helping us, may we give to each member a love for lost souls for whom Christ died. Acts 1:8; Matthew 28:19-20; 1 Corinthians 2:13-15; Proverbs 11:30; Daniel 12:3; 1 Thessalonians 2:19.

Section B. Regular Business Meetings:

1. Annual Business Meetings:

The Annual Business Meeting of the church shall be held the third Wednesday of February.

2. Quarterly Business Meeting:

The Quarterly Business Meetings shall be held on the third Wednesday of April, July, October, *and February*.

3. Annual Election Meeting:

The church shall hold an annual meeting for the election of officers at the Annual Meeting on the third Wednesday of February with officers assuming duties March 1.

Section C. Special Business Meetings:

Special Business Meetings of this church may be called by the Pastor, the chairman of the deacons, or in the case of emergency, over the signatures of 30% of the qualified, resident, active members of the church, only at a regular service of the church and at no time other than herein specified.

Section D. Order:

The following shall be recognized as standard books or order on matters of Baptist policy not otherwise stated in these by-laws:

1. New Directory of Baptist Churches, Hiscox.

2. Roberts Rules of Order is hereby adopted to govern all business meetings. "Let all things be done decently and in order." 1 Corinthians 14:40.

Section E. Quorum:

1. For a business meeting, a quorum shall consist of one quarter of the active members of the church present. One half of the active members of the church must be present when property is to be purchased or disposed of, and a pastor is to be called or dismissed, or when any change in the constitution or by-laws is to be made.

2. For boards and committees, a majority of all members shall constitute a quorum unless otherwise provided. Recommendations to the church on matters of policy shall require affirmative vote of a two-thirds of the Board.

3. No member under eighteen years of age shall have any voting privileges.

ARTICLE 9. Discipline:

It is one of the important duties of the Body of Christ to keep itself pure. It shall be the duty of the Board of Deacons to seek to reclaim those members who disregard their covenant obligations. When the Board is convinced of continued gross misconduct in any case, it shall prefer charges against that member in writing. Matthew 18:15-17; Titus 3:10.

It shall also be the policy of Bethel Baptist Church not to elect to offices, or to appoint to boards, any persons who have been divorced unless and until their situation has been thoroughly clarified and cleared with the approval of all the Deacon Board.

ARTICLE 10. The Church Year:

The financial year of Bethel Baptist Church of Kalispell, Montana, shall begin January first, and close the last day of December.

ARTICLE 11. Amendments:

These By-laws, Statements of Faith, and the Constitution may be amended at any meeting of the church, by a two-thirds majority of voting members present. The proposed amendment must be in writing and submitted to the Church Clerk two weeks prior to the meeting, and be available for the inspection of any of the membership during that time. Further, two weeks before such meeting, public announcement of the meeting and its purpose must be made from the pulpit at regular worship services.