

Constitution & Bylaws Of West Kingston Baptist Church

ARTICLES OF FAITH

ARTICLE I

We believe the Bible to be the inspired, the only infallible, authoritative Word of God.

ARTICLE II

We believe that there is one God, eternally existent in three persons expressed in the Scripture as the Father, the Son, the Holy Spirit.

ARTICLE III

We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death on the Cross of Calvary, in His bodily resurrection, in His ascension to the right hand of the Father, and His personal return in power and glory.

ARTICLE IV

We believe in the present ministry of the Holy Spirit by whose indwelling the believer is enabled to live a godly life.

ARTICLE V

We believe in the resurrection of both the saved and the lost; the saved unto the resurrection of life and the lost unto the resurrection of damnation.

ARTICLE VI

We believe in the spiritual unity of believers in our Lord Jesus Christ.

GOALS OF THE CHRISTIAN LIFE

We believe that the Scriptures establish basic principles to guide the actions and attitudes of a Christian and that it is the responsibility of each Christian, through consistent submission to Christ, to glorify God through application of these principles. (1) We affirm the Scriptures as the Christian's final source of teaching and training for all of life's activities. Consistent reading and study of the Word of God is essential for growth in the Christian Life. (2)

We believe that the life of a Christian, empowered by the Holy Spirit, should be characterized by love for and dependence upon God, and love toward all people. (3) A Christian demonstrates his love for God by worshipping Him, (4) giving thanks for all He has done, (5) obeying him, (6) and making Him known to others. (7) A Christian demonstrates his love for others by sharing their burdens, (8) not minimizing their sin, (9) seeking to restore them to fellowship with the Lord, (10) and exemplifying the fruit of the Spirit: love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, and self-control, (11) and loving others as themselves. (12)

We believe that the Scriptures call a Christian to be joyful, (13) to trust in God, (14) to live a life of holiness in the world, (15) to exhibit humility and honesty, (16) to deny self in submission to the sovereignty of Christ, (17) and to be a faithful steward of things God has given: mind, body, time, abilities, funds, and opportunities. (18)

We believe that the Christian should be increasingly sensitive to the sin of his own heart, and should, moment by moment, yield to Christ as Lord of his life for victory over pride, self-seeking, jealousy, a critical spirit, bitterness, and all other fruits of the old nature. As the Spirit indicates to the believer, any practices which hinder his relationship to Christ, he should, regardless of the standards of others, discontinue such practices. Moreover, he should forego anything which causes his brother to stumble. (19)

REFERENCES FOR THE GOALS OF THE CHRISTIAN LIFE

(1) Exo 20; Matt 5:16; Luke 11:28; Acts 5:29; Matt 6:33. **(2)** 2 Tim 2:15, 3:16. **(3)** Phil 1:9-11; John 13:34, 35; Rom 12:9,10, 13:8; 1 Cor 13:1; Eph 5:1,2; 1 Thess 4:9; 1 Pet 4:8. **(4)** Phil 2:9-11; Matt 4:10. **(5)** Col 3:17; 1 Chro 16:34; 1 Thess 5:18; Eph 5:20. **(6)** 1 John 2:3-6. **(7)** Mark 16:15; Rom 1:16. **(8)** Gal 6:2. **(9)** Rom 13:14; Eph 4:17; Luke 17:3,4; Gal 6:1,10. **(10)** Matt 18:21,22; Eph 4:32; Col 3:13; Luke 6:27, 28, 32-35; Rom 12:17-21; 1 Pet 3:9. **(11)** Gal 5:17-23. **(12)** Rom 13:9. **(13)** Neh 8:10; Psa 5:11; John 15:11. **(14)** 2 Chro 20:20; Isa 26:4; Heb 2:13. **(15)** Rom 12:1; Eph 1:4; 1 John 2:15-17. **(16)** Col 3:8-12; Rom 12:16; Eph 4:1-5; Phil 2:3,4. **(17)** Matt 16:24. **(18)** 1 Pet 4:10; Eph 5:15,16; Matt 6:19-21; Rom 12:1; 1 Cor 6:19,20. **(19)** Gal 5:16-21; Eph 4:31; 1 Cor 8:9-15.

MEMBERSHIP COMMITMENT

Having made public profession of your faith in Christ, and having been received into membership by vote of this Church, you are now acknowledging publicly and before God your desire for Christian consecration of yourself and all you have to the service of the Lord. You are expressing your desire to:

- A. Love this local Church in the Lord,
- B. Seek her purity, peace, edification, and unity, and,
- C. Submit to the discipline and government of Christ's church as administered here.

Furthermore, you are agreeing to:

- D. Seek to honor Christ in the way you live,
- E. Attend regularly the services of public worship of this Church,
- F. Give regularly of your means for its support,
- G. Maintain consistently a devotional practice of prayer and Bible study, and,
- H. Grow in the Lord so that the fruit of the Holy Spirit may be manifested through your life.
- I. Serve willingly and generously with your time, talents, and spiritual gifts.

I have read the WKBC Constitution and Bylaws, the Articles of Faith, the Goals of the Christian Life, and the Doctrinal Distinctives and support them without reservation.

Signature: _____

The Response by the Congregation

We now receive you into communion and fellowship with us in Christ and promise to watch over you with Christian loyalty and love, as part of the body of Christ. This we do, asking our Heavenly Father to grant both you and us the grace and wisdom to be faithful to this commitment and to glorify Him in so doing. Amen.

CONSTITUTION AND BYLAWS

CONSTITUTION

Article I – Name

This church shall be called the West Kingston Baptist Church.

Article II – Purpose

The purpose of this Church shall be to proclaim the gospel of Jesus Christ locally and throughout the world, to provide for the edification of the body of Christ through the teaching of the Scriptures, Christian fellowship and mutual encouragement, to help members who have material needs, and to influence its community for righteousness and justice.

Article III – Organizational Affiliation

West Kingston Baptist Church desires to enjoy fellowship with all groups of true believers in Christ while maintaining its organizational independence. Any action to bring about organizational affiliation shall require the same notice and vote as are provided for by Article X.

Article IV – Government

The government of this Church shall be vested in its membership and shall be administered through a Council of Elders, elected by and responsible to the membership.

Article V – The Council of Elders

The major shepherding functions of the Council of Elders shall be governing and leading, preaching and teaching, praying, helping, and healing (Acts 6:2-4, 20:28, 35; 1 Peter 5:2; Heb 13:17; James 5:13-16). This Council shall be responsible to the membership and shall report to it regularly. It shall have supervision over the boards and committees of the Church.

Article VI – Baptism

Section 1. It is the belief of this Church that:

- A. baptism as presented in Scripture is an ordinance commanded by Christ that portrays our decision to follow Him, our incorporation into His Body, and our identification with God's people.
- B. every believer should be baptized.
- C. only believer's baptism should be practiced and taught in the Church.

Section 2. It is the practice of this Church to:

baptize by immersion in water unless it is physically impossible to do so.

Article VII – Membership

Section 1. Admission of Members

- A. Persons wishing to unite with this Church shall be given an opportunity to study a copy of the Constitution and Bylaws of the Church. They shall subsequently present themselves before the Council of Elders who shall examine them to determine that they:
 1. Have received Jesus Christ as personal Savior,

2. Have been baptized as a believer in accordance with Article VI,
3. Support without reservation the teaching and practices of West Kingston Baptist Church as expressed in the Constitution & Bylaws, the Articles of Faith, the Goals of the Christian Life, the Doctrinal Distinctives, and the Membership Commitment of the Church.

B. Candidates shall normally give testimony of their Christian experience before the Church at a time to be determined by the Council of Elders. They shall then be recommended for membership by the Council of Elders at a subsequent meeting of the Church, when the membership shall affirm them by vote on their reception. (By a seventy-five (75%) percent majority vote of affirmation they shall become members of the Church at this time.) On the first convenient Sunday after being received by vote of the membership, they shall be publicly welcomed into the fellowship of the church.

C. Applicants for membership who may be considered by the Council of Elders to be in need of further instruction before being received shall be referred to the Pastor.

D. Those members who, whether for continued education, military obligations, or missions work, are unable to attend regularly the services of public worship of this Church will still be considered members of this Church so long as they attend and support regularly a like-minded local church in the area in which they temporarily reside.

Section 2. Watchcare Membership

A. Watchcare membership is available to those who, due to continued education, military obligations, or missions work in the local area, desire to be members of this Church without relinquishing a home church membership, thus enabling them to have a church home away from home. The candidate for Watchcare membership shall provide this Church with verification of his or her home church membership. A Watchcare member shall:

1. Fulfill the Admission of Members requirements of this Church.
2. Be enrolled as a Watchcare member at the recommendation of the Council of Elders and upon the affirmative vote of a majority of the members present at a regular church meeting,
3. Be entitled to participation in church activities, teaching, and other ministries, but may not vote on church matters, nor hold church office.

B. Watchcare membership does not terminate existing membership in a person's home church.

C. The Watchcare membership shall terminate when an aforementioned course of study, tour of duty, or ministry is completed.

Section 3. Separation of Members

A. Separation from membership shall be by death or by action of the Church by majority vote upon recommendation by the Council of Elders for any person who has:

1. Requested a letter of transfer to another church,
2. Requested that his membership be terminated,
3. Become a regular active member of another church,
4. Have been absent from the services of the Church for a period of twelve consecutive months without sufficient reason (such as but not limited to: continued education, military obligations, missionary service, age, prolonged illness, and other physical limitations).
5. Have ceased to be in agreement with the Articles of Faith, the Goals of Christian Life, or the Membership Commitment, or
6. Have conducted himself/herself in such a manner so as to bring disgrace upon the name of the Lord and His Church, and is unrepentant.

Article VIII – Services and Meetings

Section 1. Services

The regular services of this Church shall be the Sunday Morning Worship Service and the weekly Bible school. Other additional services may be scheduled as desired.

Section 2. Meetings

A. Guidelines for Business Meetings

Business meetings shall be governed by parliamentary rules as stated in Robert's Rules of Order. Members eighteen years of age and older may vote. Twenty-five percent (25%) of the members shall constitute a quorum, with a simple majority of the votes cast required to approve a motion, except in the following matters:

1. Calling or releasing a pastor and other members of the pastoral staff
2. Making changes in the Constitution or Bylaws.
3. Approving or modifying a budget.
4. Approving the acquisition or disposal of real estate.

Church action in such matters requires a quorum of at least forty percent (40%) of the members present, with a three-quarters majority of the votes cast required to approve a motion.

Notification of the purpose and the time of a meeting called to consider any of the four matters listed above shall be placed in the Church bulletin at least two weeks prior to the date set for the meeting. Public distribution to the Church of the text of the proposed action shall occur at least one week prior to the meeting. This distribution may be by mail, electronic means (email or fax), or in person, as long as each person's notification can be verified.

Absentee ballots shall be furnished to eligible members who apply, at least two weeks in advance, to the pastor or the Council of Elders. Normally they will be given to members who are unable to attend a meeting in which a specific issue is to be proposed. Such ballots shall not be counted in determining a quorum. Members who are sick or can show cause (as deemed reasonable by the Elders) for not attending the meeting may apply for an absentee ballot (electronic or hard-copy) up to the day before the meeting.

B. Semi-Annual Congregational Meeting

This meeting shall be held approximately six months following the Annual Meeting. The date and time of this meeting shall be set by the Council of Elders and notification given in the bulletin at least four weeks prior to the meeting. The Council of Elders shall prepare an agenda for this meeting which will be distributed to the congregation at least two weeks in advance of the meeting.

C. Annual Congregational Meeting

This meeting shall be held approximately within one month after the end of the fiscal year. The date and time of this meeting shall be set by the council of Elders and notification given in the church bulletin at least four weeks prior to the meeting. The fiscal year shall close on May 31. The order of business shall be:

1. Reading of the minutes of the previous Annual Meeting and of other relevant meetings.
2. Presentation of written reports of the Pastor(s), Chairman of the Council of Elders, chairmen of the boards, officers, chairmen of committees, and heads of affiliated organizations. These written reports shall become part of the church records.
3. Election of officers, Elders, elected board members, standing committee chairmen, and auditing committee.
4. Acceptance of budgets.
5. Other business of the Church.

D. Special Meetings

These shall be called by the Pastor, or the Council of Elders, or any five voting members. The five voting members who call a special meeting shall notify the Pastor or the Council of Elders concerning the time and purpose of the special meeting. For all special meetings, notice of the purpose and time of such meetings shall be given by the Pastor or an Elder at the Sunday Morning Worship Service preceding the meeting, and a written notice of the meeting shall be publicly posted.

Article IX – Calling and Responsibilities of Pastor and Pastoral Staff

Section 1. Pastor

A. Qualifications and Duties

The Pastor shall be a properly ordained man who meets the Biblical qualifications for his office as set forth in 1 Tim 3:1-7 and Tit 1:5-9. He shall subscribe without mental reservation to the Articles of Faith, the Goals of the Christian Life, the Doctrinal Distinctives, and the Membership commitment.

He shall work in cooperation with the officers and boards of the Church. He shall be responsible for, but not limited to, such matters as the conduct of the pulpit ministry, the administration of the ordinances, and the exercise of general oversight over the total ministry of the Church. He shall be responsible to the Council of Elders and ultimately accountable to the Church.

He shall be a voting member of the Council of Elders an ex-officio member without vote of all boards and committees. He shall act in a supervisory capacity over the employed personnel of the Church. Normally he shall act as the official representative of the Church. He shall become a member of West Kingston Baptist Church upon his installation as Pastor.

B. Selection

When the pastorate becomes vacant, the Council of Elders shall elect three of its members to serve on a pastoral search committee. Three other members shall be elected from the Church at large. This committee shall elect its own chairman and secretary.

The pastoral search committee shall take all steps to recommend a candidate for the pastoral office. They shall carefully examine the candidate's doctrine, personal character, and pastoral activities. When the committee concurs, the candidate shall be presented to the Church in accordance with Constitution Article VIII, Section 2. Only one candidate at a time shall be presented before the Church for consideration.

Section 2. Other Members of the Pastoral Staff

A. Qualifications and Duties

Members of the pastoral staff shall meet the same Biblical qualifications for office as the pastor, and also subscribe without mental reservation to the Articles of Faith, the Goals of the Christian Life, and the Membership Commitment. They shall serve under the direct supervision of the Pastor and assist him in his pastoral duties. They shall work in cooperation with and be non-voting members of those boards whose work is directly related to their responsibilities.

B. Selection

Candidates for the pastoral staff shall be sought out by the Pastor and Council of Elders, and then recommended to the church membership for approval, along with titles, duties, and responsibilities, in accordance with Constitution Article VIII, Section 2. They shall become members of the Church when such approval is given.

Section 3. Resignation and Severance Pay

Should the Pastor or a member of the Pastoral Staff decide to resign, a letter of resignation, giving at least thirty days notice, shall be addressed to the membership. The thirty days or any part thereof may be waived by the Council of Elders should it seem to be in the best interest of the Church to do so. Severance pay shall be determined by the Council of Elders.

Article X – Amendments

This Constitution, as well as the Goals of the Christian Life, the Membership Commitment, and the Bylaws, may be amended as necessary. The Articles of Faith may not be amended, and no amendments of Article X may include deleting or changing this sentence. Proposals for amendments shall be presented by the Council of Elders or by a petition signed by **five or more voting members**. Notification of a meeting to consider a proposed amendment shall be placed in the Church bulletin at least two weeks prior to the date of the meeting. Public distribution to the Church of the text of the proposed amendment shall occur at least one week prior to the meeting. **A quorum of thirty voting members** shall be required with three-quarters of the ballots cast necessary for approval.

BYLAWS

Article I – Officers

Section 1. Election of Officers

Officers shall be elected at the Annual Meeting of the Church. If a member should serve for four consecutive years in the same office, he shall not normally be eligible for re-election to that office for at least one year. Exception to this rule shall be made only upon the unanimous recommendation of the Nominating Committee.

Section 2. Moderator

This officer shall be elected every two years by the Church. He shall preside at all regular and special Church business meetings. In his absence the chairman of the Council of Elders, or an elder appointed by him, shall preside as moderator.

Section 3. Clerk

This officer shall be elected every two years by the Church. He shall keep a record of the proceedings of the business meetings of the Church. He shall be responsible for reading to the Church the minutes of each previous meeting and for calling to the attention of the presiding officer whether or not the recommendations of the Church have been acted upon. He shall keep a complete and accurate record of the names and addresses of members with the date and manner of admission and RELEASED dismissal including those deceased. He shall keep a record of baptisms. Such admissions and separations shall be included by the Clerk in his annual report to the Church. He shall notify all officers, board members, and committee members of their election. He shall issue letters of dismissal and recommendation voted by the Church, preserve on file all communications, and give legal notice of all meetings where such is required by the Constitution and Bylaws of the Church. He shall deliver immediately to his successor all records of his office. He shall report to the Council of Elders.

Section 4. Treasurer

This officer shall be elected every two years by the Church and shall be an ex-officio member of the Board of Deacons with vote. He shall supervise the recording and management of all moneys received and disbursed as authorized by the Church budgets or by special action of the Church.

He shall prepare monthly financial reports of all funds for the Council of Elders and the Board of Deacons. He shall prepare an annual financial report with supporting records for examination by the Auditing Committee at the close of the Church year prior to the Annual Meeting.

With the advice and consent of the Board of Deacons, he shall have authority to appoint assistant treasurers as are needed to carry out designated responsibilities. Such appointments shall be reported to the Council of Elders and to the Church. The Treasurer shall report to the Board of Deacons.

Section 5. Financial Secretary

This officer shall be elected every two years by the Church. He shall act as coordinator in the receiving of collections and offerings. He shall supervise the Counting Group in the counting of Church offerings. He shall see that the count is recorded on a summary sheet and that copies signed by at least two of the group are provided for himself and the Treasurer.

He shall keep a record of each contributor's giving when properly identified, and shall provide each contributor with an annual report of his contribution. He shall deposit funds belonging to the Church in such bank accounts as the Board of Deacons shall direct. He shall provide the Treasurer with a record of the distribution of receipts.

The Financial Secretary shall be a member of the Counting Group and shall report to the Board of Trustees.

Section 6. Head Usher

This officer shall be elected every two years by the Church. He shall select a staff of ushers in consultation with the Pastor. The ushers shall have charge of seating the audience, ventilating the sanctuary, taking the offerings,

tallying attendance, keeping order on the church premises during services, and performing such other duties as may be assigned to them. The Head Usher shall report to the Council of Elders.

Section 7. Bible School Superintendent

This officer shall be elected every two years by the Church and shall be a member of the Board of Christian Education. He **or she** shall serve as the executive head of the Bible School and shall be responsible for directing its organization and administration, including the development of special classes as needed. He **or she** shall be responsible for presenting personnel, activities, programs, and curricula for the Bible School to the Board of Christian Education for its approval. The Bible School Superintendent shall report to the Board of Christian Education.

Article II – Council of Elders

Section 1. Membership

The Council of Elders shall consist of the Pastor and at least four other men. With the exception of the Pastor, approximately one-third of the Elders shall be elected each year by the Church to serve three-year terms. The number of Elders beyond four shall be determined by the size of the Church membership; there shall be at least one Elder for every twenty members, to a maximum of twelve.

Elders shall be selected in accordance with the qualifications listed in 1 Tim 3:1-7, Ti 1:5-9, and 1 Pt 5:1-4. The Council shall elect its own chairman to serve for one year.

Section 2. Responsibilities

The Council of Elders shall have responsibility for the general oversight of the Church.

- A. The Council of Elders shall maintain the continuity and consistency of the ministries of the Church in keeping with the spiritual objectives of the Church.
- B. The Council of Elders shall represent the Church as advisers to the Pastor and in planning for the various spiritual ministries of the Church, including the order of worship, special services, the administration of the ordinances of baptism and of the Lord's Supper, the care of ministerial candidates, and ordination to the gospel ministry.
- C. The Council of Elders shall provide for the pulpit supply and the conduct of church services in the absence of the Pastor.
- D. The Council of Elders shall supervise the policies of the other boards with each board administering its own policies and programs with a quarterly review by the Council of Elders.
- E. The Council of Elders shall support the Pastor in shepherding and discipling members specifically assigned to each Elder.
- F. The Council of Elders shall review and recommend applicants for Church membership.
- G. The Council of Elders shall review and recommend cases for dismissal from Church membership.
- H. The Council of Elders shall, in cooperation with the Pastor, review and recommend to the Church candidates for the Pastoral Staff and develop job descriptions for the positions to be filled.
- I. The Council of Elders shall prepare an Elders' budget for submission to the Board of Deacons and administer this budget after its approval by the Church.
- J. The Council of Elders shall develop policies governing the publicity of the Church.

Article III – Boards

Section 1. Board of Deaconesses

This board shall consist of at least four Deaconesses, approximately one half to be elected each year by the Church to serve two-year terms. This board shall be responsible to the Council of Elders.

The Board of Deaconesses shall elect their own chair to serve for one year.

- A. The Board of Deaconesses shall have responsibility for ministry to the women of the church.
- B. The Board of Deaconesses shall administer the Benevolent Fund.
- C. The Board of Deaconesses shall help meet the needs of the sick, the bereaved, the shut-in, and new parents.
- D. The Board of Deaconesses shall prepare the elements for the service of the Lord's Supper.
- E. The Board of Deaconesses shall make arrangements for the service of baptism.

This board shall develop and maintain written guidelines for its own procedures and may enlist other members of the Church to assist it in carrying out its duties.

Section 2. Board of Deacons

This board shall consist of a chairman elected by the Church for a two-year term, the treasurer, and four other members elected by the Church for two-year staggered terms, no member to serve more than two consecutive terms. They must all be of legal age and selected according to the qualifications listed in I Timothy 3:8-12 and Acts 6:3. This board shall be responsible to the Council of Elders.

- A. The Board of Deacons shall become acquainted with the laws and ordinances of the State of Rhode Island and the Town of South Kingstown as they pertain to churches and be certain the Church is in compliance.
- B. The Board of Deacons shall be responsible for the acquisition, sale, transfer, management, and maintenance of Church real and personal property. In performing these duties the trustees shall have (subject to the provisions of the Constitution and Bylaws of the Church) the authority and powers of contracts, the executing of deeds, the assigning of bills of sale, and appropriate bonding. They shall represent the Church in all legal matters.
- C. The Board of Deacons shall prepare a consolidated annual budget for the Church from recommendations by the Council of Elders, the boards and the committees of the Church. This budget shall be submitted to the Council of Elders, and after approval, shall be mailed to the voting membership at least one week prior to the Annual Meeting.
- D. The Board of Deacons shall supervise the collections of offerings and the allocation of funds for the financing of the various ministries of the Church. No indebtedness shall be incurred or expenditure made beyond budgetary allotment by any board or committee, unless authorized by vote of the Church.
- E. The Board of Deacons shall equip and staff the Church office in cooperation with the Pastor, and recruit, approve, and supervise the Church maintenance staff.
- F. The Board of Deacons shall provide for maintaining official records of meetings of the Church, of the Council of Elders, of the various boards and committees, and preserve other records of historical and legal significance (e.g., those concerning deeds, baptisms, marriages, deaths).
- G. The Board of Deacons shall supervise the duties of the Treasurer, the Financial Secretary, and the Counting Clerks.

This board shall develop and maintain guidelines for its own procedures and may enlist other members of the Church to assist it in carrying out its duties.

Section 3. Board of Christian Education

This board shall consist of a chairman elected by the Church for a two-year term, the Bible School Superintendent, and three other members appointed by the nominating committee for two-year staggered terms, no member to serve more than two consecutive terms.

- A. The Board of Christian Education shall organize and oversee the total educational program of the Church. The agencies responsible to this board shall be the Bible School, the nursery, Children's Church, all youth groups, preschool and primary groups, the Vacation Bible School, the library and audio-visual service, and

any similar agencies as from time to time may be brought into being.

B. The Board of Christian Education shall approve annually the non-elected personnel, the curricula, and the programs of all supervised agencies.

C. The Board of Christian Education shall prepare an annual budget for submission to the Board of Deacons and shall administer this budget subsequent to its approval by the Church.

D. The Board of Christian Education shall prepare and coordinate a quarterly and yearly calendar of agency activities.

E. The Board of Christian Education shall provide for the recruitment and training of personnel under its jurisdiction in cooperation with the Pastoral Staff.

This board shall develop and maintain written guidelines for its procedures and may enlist other members of the Church to assist it in carrying out its duties.

Section 4. Board of Missions

This board shall consist of a chairman elected by the church for a two-year term and at least four other members appointed by the nominating committee for two-year staggered terms, no member to serve more than two consecutive terms.

A. The Board of Missions shall administer and coordinate the total missions program of the Church so as to stimulate the interest and participation of the Church in home and foreign missions.

B. The Board of Missions shall recommend missionaries and missions projects for Church approval, sponsorship and support.

C. The Board of Missions shall recommend to the Council of Elders missionaries and missions projects for removal from Church sponsorship and support.

D. The Board of Missions shall prepare an annual budget with detailed specifications, for submission to the Board of Deacons, and shall administer this budget subsequent to its approval by the Church.

This board shall develop and maintain written guidelines for its own procedures and may enlist other members of the Church to assist it in carrying out its duties.

Article IV -- Standing Committees

Section 1. Auditing Committee

This committee shall consist of a chairman and one other member elected annually by the Church. It shall audit the books of the Church after the end of the fiscal year, submit an audit and make recommendations for the disposition of the Treasurer's report at the Annual Meeting. It shall serve throughout the year to audit the books of any organization of the Church, either as requested by the organization or as directed by the Board of Deacons. This committee shall report to the Board of Deacons.

Section 2. Counting Group

This group shall consist of the Financial Secretary, a representative of the Board of Deacons, and such other persons as the Board of Deacons may appoint annually from the Church. They shall be responsible for the counting of moneys received from Church collections. This group shall be supervised by the Financial Secretary and in his absence by the representative from the Board of Deacons. At least two members of the Group shall be present at each counting session.

Section 3. Social Committee

This committee shall consist of a chairman elected annually by the Church, and other members appointed by the Nominating Committee to assist in carrying out the responsibilities of the committee.

This committee shall arrange for meals and/or refreshments for approved Church functions, and shall promote fellowship activities within the Church. This committee shall report to the Board of Deaconesse

Section 5. Nominating Committee

This committee shall consist of five members of whom two shall be appointed by and from the Council of Elders. The remaining three members shall be nominated by the standing Nominating Committee, confirmed by the Council of Elders, and then confirmed by the congregation by majority vote at the Annual Meeting. The term of the nominating committee shall be for one year. This committee shall select its own chairman.

Upon conferring with the relevant Board and Committee chairpersons of the Church, the Nominating Committee will be responsible for presenting a preliminary list of nominees for all elected and appointed offices and positions to the Council of Elders for their confirmation. All persons nominated shall be members of good standing in the Church. The consent of all persons nominated shall have been received before their names are placed on the final nomination list. This list shall then be distributed by mail, electronically or otherwise, to the voting membership of the Church at least four weeks prior to the Annual Meeting. It will be the privilege and responsibility of each voting member to share their concerns, comments, or encouragements about the nominations with the Nominating Committee verbally, or preferably in writing, no later than two weeks before the Annual Meeting. In the event that a change to the nomination list is necessary, the Nominating Committee will notify the congregation at least ten days prior to the Annual Meeting.

In the event any elected or appointed office becomes vacant subsequent to an Annual Meeting, this committee shall present appropriate members who have given their consent to the Council of Elders for their confirmation. The Nominating Committee shall then advise the congregation of the nominees in writing at least two weeks in advance of a confirmation date set by the Council of Elders.

Section 6. Social Awareness Committee

This committee shall consist of a chairman elected by the Church for a two-year term and three other members appointed by the Nominating Committee for two-year staggered terms.

- A. The Social Awareness Committee shall keep abreast of civic and social issues that have moral and spiritual implications on a local, state, or national level.
- B. The Social Awareness Committee shall inform the Church of developments which violate the Christian ethic and are detrimental to the work of the gospel.
- C. The Social Awareness Committee shall recommend involvement for individuals or the church through the Council of Elders.

This committee shall report to the board of Christian Education.

Article V – Special Committees

Special committees may be created for dealing in detail with specifically designated otherwise, shall be determined by the Council of Elders with the approval of the Church. The life of a committee, except as specifically designated otherwise, shall terminate when the Council of Elders determines there is no further need for the committee.

Article VI – Church Council

The Church Council shall consist of the Pastor, Pastoral Staff, Elders, Treasurer, Chairs of all Boards, and Chairs of the Social, Music, Social Awareness, and Nominating Committees. The council shall meet at least annually to communicate and coordinate current and planned activities. The Council of Elders shall call the meetings and prepare the agenda. The Chairman of the Council of Elders, or his designee shall chair the meetings.

Article VII – Ordination to the Ministry of the Gospel

Holding as it does the congregational form of government, West Kingston Baptist Church recognized the right of the local church to ordain to the ministry of the gospel. Since ordination to the Christian ministry is a most solemn and significant act, the following principles are set down as guides, it being understood that situations differ with different individuals:

1. A person desiring to be ordained by this Church shall have been a member of this Church for at least one year prior to being considered as a candidate for ordination. This requirement may be waived by majority vote of the Church.

2. Such a person shall, by action of the Council of Elders, be received under the care of the Church as a ministerial candidate at least six months prior to ordination.
3. When the proper time comes for the ordination of a candidate who has fulfilled the requirements mentioned in the paragraphs above, the Pastor of this Church or an ordained minister invited by the Council of Elders shall work out the details of the ordination, which shall include the following.
 - A. Prior to ordination the candidate shall submit a written statement concerning his personal spiritual experience, his call to the gospel ministry, his preparation for the office to which he aspires, and his doctrinal beliefs to a committee of ordained ministers and qualified laymen who shall examine and question him carefully on all these matters.
 - B. The minister in charge of this examination shall report to the Church on the results of the examination. The Church shall vote on the candidate, accepting or rejecting him for ordination.
 - C. The ordination shall be carried out in a service of the Church.

Article VIII – Amendments

These Bylaws may be amended as necessary pursuant to the provision in the Constitution, Article X.