

CONSTITUTION

OF THE

Community Church of Moab, Utah



(Revised January 1, 2001)

ARTICLE I - NAME

The name of this church shall be the Community Church of Moab, Grand County, Utah.

ARTICLE II - PURPOSE

The purpose of this church shall be for the advancement of the Kingdom of Jesus Christ. It shall seek to attain this end through the public worship of God, the preaching of the Gospel, consistent Christian living by its members, personal evangelism, missionary endeavor and Christian education.

ARTICLE III - POLICY

The government of the Community Church shall be vested in the body which composes its membership. It shall, however, maintain affiliation and cooperation with the American Baptist Churches of the Rocky Mountains and the American Baptist Churches in the U.S.A. A two-thirds vote of the active resident membership must be obtained in order to withdraw from these bodies. This Church shall be a non-profit agency dedicated to the promulgation of the gospel.

ARTICLE IV - DOCTRINE

This church receives the Bible, comprised of both Old and New Testaments, as an all-sufficient basis of doctrine and practice; however, as a summary of principles for Christian conduct among its members, it adopts a Church Covenant.

CHURCH COVENANT:

Having been led, as we believe, by the Spirit of God, to receive the Lord Jesus Christ as our Savior, and on the profession of our faith, having been baptized in the name of the Father, and of the Son, and of the Holy Spirit, we do now in the presence of God and this assembly, most solemnly and joyfully enter into covenant with one another, as one body in Christ.

We engage, therefore, by the aid of the Holy Spirit, to walk together in Christian love, to strive for the advancement of this church in knowledge, holiness and comfort; to promote its prosperity and spirituality; to sustain its worship and ordinances, discipline and doctrines; to contribute cheerfully and regularly to the support of the ministry, the expenses of the church, the relief of the poor, and the spread of the Gospel through all nations.

We further engage to maintain as far as possible family and personal devotions; to religiously educate our children; to seek the salvation of our kindred and acquaintances; to walk circumspectfully in the world, in our deportment; and to be zealous in

our efforts to advance the kingdom of our Savior.

We also engage to watch over one another in brotherly love; to remember each other in prayer; to aid each other in sickness, and distress; to cultivate Christian sympathy in feeling and courtesy in speech; to be slow to take offense but always ready for reconciliation; and to be mindful of the rules of our Savior to secure it without delay.

We moreover engage that when we remove from this place, we will as soon as possible unite with some other church where we can carry out the spirit of this covenant and the principles of God's Word.

ARTICLE V - MEMBERSHIP

Section 1: Admission of Members:

Persons may be received into membership by any of the following methods upon majority vote of the Board of Deacons and/or the board of Deaconesses:

A. By Baptism: If requested, membership may be granted in conjunction with baptism. Any person who confesses Jesus Christ as Savior and Lord and adopts substantially the views of faith and principles of this church and is baptized, may be received. This church administers baptism by immersion only.

B. By Letter: A person who is in substantial accord with the views and the principles of the church may be received by letter from any Baptist Church or from any other Evangelical Church.

C. By Experience: A believer of worthy character who has formerly been a member of a Baptist Church or any other Evangelical Church, but who, for some sufficient reason, cannot present a letter from that church, but who is in substantial accord with the views of faith and principles of this church, may be received upon statement of experience.

D. By Restoration: Any person who has lost his membership for any reason may be restored to membership.

Section 2: Privileges of Members:

All active members (see section 3:F) shall be entitled to all the rights and privileges of the church. They shall be allowed to vote on matters relating to church business if they meet the qualifications set down in Article X, section 3.

Section 3: Dismissal of Members:

A. By Death.

B. By Letter: Upon written request any member shall be granted a letter of transfer to a church of the denomination from which he was accepted into the membership of this church. The name of the church to which membership is requested shall be named in the request and the letter shall be sent to the pastor or clerk of that church. Such letter shall be valid for six months after its date unless renewed, and this restriction shall be stated in the letter. Such letter shall be granted upon the majority vote of the Board of Deacons and/or the Board of Deaconesses.

C. By Certificate of Christian Standing:

Any member in good standing desiring to unite with a church of some denomination other than the one from which he was accepted by this church may, upon majority vote of the Board of Deacons and/or the Board of Deaconesses, be granted a Certificate of Christian Standing and Church Fellowship.

D. By Exclusion: Should any member become an offense to the church and to its good name by reason of immoral or unchristian conduct, or by consistent breach of his covenant vows, the church may terminate his membership, but only after due notice and a hearing before the Board of Deacons, and after faithful efforts have been made to bring such a member to repentance and amendment.

E. Request for Removal of Name: When a member requests that his or her name be removed from the church roll, and no charges have been preferred against such member, the Board of Deacons and the Board of Deaconesses shall investigate, and, if they are satisfied that said member cannot be reclaimed, their name shall be removed from the roll by a majority vote of the Board of Deacons and/or the Board of Deaconesses.

F. Inactive Members: The Board of Deacons and the Board of Deaconesses may prepare from time to time a list of those members who, for a period of one or more years, have failed to participate in the service of worship or financial support without valid excuse. If they are satisfied that the person so described cannot be reclaimed, they shall place their names on an inactive roll.

ARTICLE VI - OFFICERS AND THEIR DUTIES

Section 1: The officers of this church shall be a Pastor, a Chairman of the General Board,

Church Clerk, a Treasurer, an Assistant Treasurer, a Financial Secretary, an Assistant Financial Secretary, an Historian, and a Membership Clerk.

Section 2: Qualifications and Election of Officers: All officers shall be active members of this church in good standing, and shall with the exception of the Pastor, be elected at the annual November election of officers, for a period of one year, or until their successors are elected. All officers shall assume office on the first day of January.

Section 3: Failure to Perform Duties: Any officer who, for a period of three months, shall fail to faithfully perform the duties pertaining to his office, thereby automatically shall vacate said office. The church has the power for good and sufficient cause to remove any officer from office.

Section 4: Resignation of Officers: Resignation of officers shall be in writing to the church and effective on the date specified in the resignation.

Section 5: Responsibility at Completion of Duties: All officers shall deliver immediately to their successors all books, files, records, and other documents pertaining to the church in his possession or use.

Section 6: The Pastor: The Pastor shall preach the Gospel, administer the Ordinances, watch over the membership, have in his charge the spiritual welfare of his congregation and stated services of public worship. The Pastor shall be an ex-officio member of all boards and committees of the church and its auxiliary organizations. He shall be a believer in, and a preacher of the Gospel and of the basic doctrines of faith as held by the Baptist Denomination and shall be responsible to the church on all of the spiritual activities of the church. He shall cooperate with the local organization of the denomination and with the American Baptist Churches of the Rocky Mountains and the American Baptist Churches in the U.S.A.

Section 7: The Chairman of the General Board shall preside at all business meetings of the church and at all meetings of the General Board. He shall not be a member of any other church board. In the absence of the Chairman of the General Board, or upon his request, the following church officers shall serve as Chairman of the General Board in the order in which named: Chairman of the Board of Deacons, Chairman of the Board of Trustees, and Chairman of the Board of Christian Education.

Section 8: The Church Clerk shall keep a complete record of the transaction of all business at the business meetings of the church and, if requested, at the meetings of the General Board. These records shall be read for approval at the next following meeting of the aforesaid groups. He shall notify all officers, committee members and delegates of their election and appointment. He shall preserve on file all significant communications and written reports, and give legal notice of all meetings where such notice is required by this constitution. He shall assist in preparing necessary denominational reports. He shall deliver immediately to his successor all books and records for which he has been responsible as Church Clerk.

Section 9: The Treasurer shall have custody of the funds of the church and all deposits made in the name of the church, and all checks drawn by him shall be in the name of the church. He shall keep separate accounts of all funds raised or contributed. Funds received for the support of the church, and for the reduction of church indebtedness, shall be disbursed by him by check only. At each annual meeting and at such other times as desired by the church, he shall present a report showing the actual financial conditions of the church. The annual report shall have previously been audited by the auditors of the church.

Section 10: The Assistant Treasurer shall assist the Treasurer and perform the duties of that officer in his absence.

Section 11: The Financial Secretary shall furnish envelopes to each member for contributions to church expense and benevolence. He shall keep a complete and detailed record of all individual pledges and payments on the same. He shall collect all monies contributed and keep a correct account thereof between the church and its members. He shall deposit such collections weekly in the bank selected by the Board of Trustees. At the annual meeting, and when otherwise required, he shall report to the Board of Trustees and to the Church membership an account of the matters pertaining to his office.

Section 12: The Assistant Financial Secretary shall assist the Financial Secretary and perform the duties of that officer in his absence.

Section 13: The Church Historian shall have duties to include the cataloging of important and/or

interesting events in the life of the church for the information of future generations, and as a record of how God has led His people.

Section 14: The Membership Clerk shall keep a record of the names and addresses of members, with dates and manner of admission and dismissal. He shall also keep a record of baptisms and a list of those on the Inactive Roll. He shall issue letters of recommendation or dismissal as recommended by the Board of Deacons. He shall preserve on file all communications and written reports that pertain to church membership. He shall assist in preparing denominational reports. He shall deliver immediately to his successor all books and records for which he has been responsible as Membership Clerk.

ARTICLE VII - BOARDS AND THEIR DUTIES

Section 1: The Boards of the Church shall be a General Board, a Board of Deacons, a Board of Deaconesses, a Trustee Board and a Christian Education Board. The General Board shall consist of the General Board Chairman and chairmen of the other four named boards. All other boards shall consist of six members plus one additional member for each 100 members or part thereof over 100 resident members. One youth member may be elected to each board, except the General Board, with voting privileges for one year. The Sunday School Superintendent shall be considered a voting member of the C. E. Board.

Section 2: Board Membership shall be limited to active members of the church in good standing. Members of all boards (except the General Board) shall be elected at the annual election, Term of office shall be for three years on a staggered rotation. Board members shall not serve more than two consecutive terms without one year expiring before re-election. No member shall serve upon more than one board at a time, with the exception of the General Board.

Section 3: Removal of Board Membership shall take place when any board member fails to faithfully perform the duties pertaining to his office for a period of three consecutive months. The board member shall thereby automatically vacate said office. The church has the power for good and sufficient cause, to remove any board member from office.

Section 4: Board Membership Resignation shall be made in writing and shall be effective on the date specified in the resignation.

Section 5: Board Chairmanships of each board shall be elected annually by the respective board, except for the General Board, in which case the church officer with that title will chair. Each board shall make written reports to the church at the annual meetings and at such other times as may be desired. Each board shall meet regularly each month. Special meetings may be called by the Pastor, chairman or the secretary of the respective boards who shall notify the other members. A majority of the members shall constitute a quorum.

Section 6: The General Board shall serve as a unifying agency to evaluate the program, study the opportunities for service, and make recommendations to the church for action. The General Board shall appoint officers and board members to fill unexpired terms of office. The General Board shall have the power to establish and review all church contracts. The General Board shall have the power of an executive board over all other Church Boards, Organizations, Committees, and officers. The General Board shall appoint the Standing Committees for the year at the first meeting in January.

Section 7: The Board of Deacons shall, under the direction of the General Board, in every way assist the Pastor in his work; and, with him, consider all applications for church membership and all requests for letters of dismissal; cooperate with him in providing pastoral care, provide for pulpit supply and prayer meeting leadership in his absence; they shall visit the members; care for the sick, needy, and distressed members of the church, using such Fellowship Funds (ie., the Deacon's Fund) as may be needed. They shall determine the vacation dates for the Pastor. The Deacons shall aid in the preparation and observance of the ordinances of the church. In addition to the chairman and secretary, the Board of Deacons shall elect a treasurer. They shall deliver to the treasurer of the Board of Deacons the Fellowship offering when it is received.

The Deacons shall seek to lead the whole church membership in a spiritual concern for lost people, in prayer, in quality of life, and in concerted action that will effectively create, schedule, and carry out a program of Evangelism:

1. Seeking and cultivating friendship with other persons who need Christ.

2. Inviting and persuading those persons to commit themselves to Jesus Christ as Savior and Lord.

3. Nurturing the new Convert and all members to personal spiritual growth.

Section 8: The Board of Deaconesses shall, under the direction of the General Board, assist the Pastor in developing the spiritual life of the women and girls of the church for the best possible Christian service. It shall cooperate with the Pastor and the Board of Deacons in visiting the members, and in the care of the sick, needy, and distressed members of the church; aid in the disbursement of the fellowship fund, and in the preparation and observance of the ordinances of the church.

The Deaconesses shall seek to lead the whole church membership in a spiritual concern for lost people, in prayer, in quality of life, and in concerted action that will effectively create, schedule and carry out a program of evangelism:

1. Through seeking and cultivating friendships with other persons who need Christ.

2. Inviting and persuading those persons to commit themselves to Jesus Christ as Savior and Lord.

3. Nurturing the new and all members in spiritual growth.

Section 9: Board of Trustees shall, under the direction of the General Board, hold in trust all property belonging to the church, shall have custody of the securities, investments, title papers, and the valuable documents of the church, and shall take all necessary measures for the protection, management and up-keep of church property.

The Trustees shall determine the use of the church building for all extra or secular purposes; but it shall have no power to buy, mortgage, lease, or transfer any property without specific vote of the church authorizing such action. It shall designate the bank where the funds of the church shall be deposited. The Board of Trustees shall be the final authority on all church bills. It shall, when so instructed by the church, secure the services of a caretaker (at such salary as is authorized by the church) and secure from him acceptable services. It shall per-

form such other duties as are imposed upon it by the church and the State of Utah.

The Board shall supervise ways and means of raising the necessary funds for the support of the church and for benevolences and the disbursement of these funds as appropriated. The Chairman of the Board of Trustees shall be authorized to sign checks in the absence of the Treasurers, but only on the order of the Board of Trustees. The Board shall examine and approve the budget prepared by the Budget Committee; then, the budget will be submitted to the General Board for approval prior to its adoption by the church membership.

Section 10: The Board of Christian Education shall, under the direction of the General Board, be responsible for the organization, administration, and supervision of the Christian teaching program of the church. It shall be responsible for developing and interpreting to the church the educational objectives and goals. It shall be responsible for studying the educational needs of the church and for making decisions concerning (1) time schedule, (2) educational use of housing and equipment, (3) the elimination or addition of classes or organizations.

The Christian Education Board shall be responsible for discovering, enlisting, appointing and training all church educational workers according to the guidelines set forth in I Timothy 3:1-13 and II Timothy 2:1-26. Educational workers should be members of the church unless special approval is given by the Board of Christian Education. The Board shall be responsible for evaluating and supervising the educational program. The basic curriculum materials are to be approved by the C. E. Board.

The C. E. Board shall be responsible for coordinating and approving the out-reach programs of the groups and organizations under its jurisdiction, such as home-Bible Study Groups, youth work, and sundry educational programs, in cooperation with other churches. It shall be responsible for preparing and administering the educational budget of the church.

ARTICLE VIII - STANDING COMMITTEES

Section 1: Standing Committees:

The following named committees, and any others deemed necessary by the church, shall con-

stitute the standing committees of the church: Nominating, Pastoral Relations, Budget, Auditing, Ushering, Music, Hospitality, Student Assistance Program and Greeter Committees. The first person named to each committee, except the Pastoral Relations Committee, shall serve as temporary chairman and shall call the first meeting at which time permanent chairmen will be elected.

Section 2: Nominating Committee: The Nominating Committee of five members shall prepare a list of those qualified to fill the various offices. It shall interview each nominee proposed and ascertain his or her willingness to serve if elected. The committee shall nominate one person for each office to be filled and report the names to the church at least one week before election is to be held.

Section 3: Pastoral Relations: The Pastoral Relations Committee shall consist of three members plus two alternates. They will be selected by the General Board to serve 3 year terms on a staggered basis. The purpose of the committee is to foster constructive communications between the congregation and pastoral leadership, serving to avoid conflicts and misunderstanding before the mission of the church suffers. The committee will act as a mediator, will meet quarterly or more frequently if need arises. When it deems it necessary, it can meet without the pastor. The sensitive and vital task of this committee calls for persons of emotional maturity, ability to keep confidences, sensitivity to feelings of others, and an ability to negotiate differences.

Section 4: Budget Committee: The Budget Committee shall consist of one member of the Board of Trustees, one from the Board of Deacons, one from the Board of Deaconesses, one from the Board of Christian Education, the Treasurer, and one from the Church-at-large. The committee shall prepare an annual budget to be presented to the church during November for adoption.

Section 5: Auditing Committee: An Auditing Committee of two members shall audit all of the financial records of the church at least once a year and make a report in writing at the annual meeting of the church.

Section 6: Ushering Committee: The Ushering Committee shall attend to the seating of the congregation, and to the receiving of the offering, except as otherwise provided.

Section 7: Music Committee: The Music Committee shall consist of five members whose responsibility will be to assist the Pastor with the music of the church. It shall cooperate with the Pastor in the selection of an organist and choir director for the church. The committee shall submit a proposed budget for that department to the Budget Committee of the church.

Section 8: Hospitality Committee: The Hospitality Committee shall consist of five members who shall be responsible for the overall supervision of all church dinners and all dinners served by the church as a public service to various organizations of the community. They shall secure the volunteer help to do the detailed planning, preparation, serving, and cleaning up after each dinner.

Section 9: The Student Assistance Program Committee shall consist of five members who shall have responsibility for determining Scholarship recipients for the Student Assistance Program Funds.

Section 10: The Greeters Committee shall consist of three members who shall serve the congregation by providing Greeters for the Worship Services.

ARTICLE IX - THE PASTORATE

Section 1: Calling a Pastor:

A. The Operation of the Pulpit Committee: When the pastorate is vacant, the General Board shall select five members of the church, who, with the approval of church membership, will become the Pulpit Committee. The Pulpit Committee shall take the necessary steps to secure a Pastoral candidate. Consideration shall be given to the Pastoral Relations Committee in the selection of the pulpit committee.

B. Qualifications of the Candidate: The Pulpit Committee shall investigate the merits of each man under consideration in regards to his personal character, education, ministerial record, giftedness, preaching ability, and methods of operation. It shall consider his purpose for and doctrine of ministry in determining his fitness for this pastorate. Only one candidate shall be presented to the church at one time. The Pastoral Candidate shall be, or willing to be, ordained in the American Baptist Churches (see Article VI, Section 6). When a suitable man is found, the committee shall recommend him to the General

Board for consideration. Upon agreement, the General Board shall recommend him to the church for consideration. The committee may not consider a man who has been previously terminated from this position under Section 2 of this article.

C. Extension of a Call: The call of a Pastor shall come before the church at a regularly called business meeting, notice of such meeting and its purpose having been read from the pulpit on two successive Sundays. An affirmative vote of three-fourths of the active members present, and qualified to vote, shall be necessary to extend a call. The vote shall be by written ballot.

D. Provisions of the Call: The Pastor shall be called for an indefinite period of time, the salary and benefits shall be fixed by the General Board at the time of the call, and may be changed by vote of the church at any regular business meeting. The salary shall be paid twice monthly. The church shall pay its share of the Pastor's dues in a Retirement Pension Fund and Medical Plan, such as the Ministers and Missionaries Benefit Board of the American Baptist Churches in the U.S.A. provided the Pastor is or becomes a member thereof.

Section 2: Termination of Pastorate:

A. Voluntary Termination: The term of office may be ended upon one month's written notice on the part of the Pastor. At the end of one month from date of notice, salary, benefits, and use of the parsonage, if such is provided, will end.

B. Involuntary Termination:

1. The General Board Vote: After working with the Pastoral Relations Committee, Denominational officials, and individual negotiations, the General Board may vote to terminate the office at any meeting where all of its active members (cf., Article VI, Section 4) are present. The proposal to terminate will not carry if there is more than one dissenting vote among the board members. If the vote carries, the active church membership and the Pastor will be notified by letter of a business meeting to be held within 14 days of the General Board's termination vote.

2. The Business Meeting: At the Business Meeting the active membership present will vote whether to accept or reject the General Board's termination of the pastorate. A two-thirds majority of

members present and qualified to vote will be needed in order to override the decision of the General Board. The vote shall be by written, secret ballot.

3. Termination Approved: If the termination vote carries, the office of Pastor will end immediately. The duties of the former Pastor will cease at the acknowledgment of the vote. The former Pastor will be given two months salary and one month from the vote date to vacate the parsonage, if such is provided.

4. Termination Rejected: If the termination vote does not carry, the General Board will be considered dissolved and the Chairman of the General Board will vacate the position. Rejection of the General Board's vote causes appropriate chairmembers of the General Board to revert back to simple membership on respective boards. Each Board, Deacons, Deaconesses, Trustees, and Christian Education, shall meet within seven days to elect a new chairman to participate on the new General Board. The newly elected chairman of the Deacons, in conjunction with the Pastor will call a general election of the Church to elect a new Chairman of the General Board. The candidates are to be presented by the Nominating Committee of record at that time.

ARTICLE X - ELECTIONS

Section 1: The annual election of officers shall be held in November at a special meeting.

Section 2: Quorum. Ten percent (10%) of active resident members in good standing, qualified voters, shall constitute a quorum. A majority of such members present, and voting, at any regular or special business meeting shall be sufficient to decide any questions presented unless otherwise provided by this constitution.

Section 3: Qualification of Voters. All matters pertaining to purchase, sale, or mortgaging of property, and all matters that determine the church's relationship to the American Baptist Churches in the U.S.A., and the American Baptist Church of the Rocky Mountains, shall be voted on only by active members in good standing who are fifteen years of age or older.

Section 4: Procedure. At least one week before the election, the nominating committee shall present to the church the name of one person for each office to be filled. At the time of the annual elec-

tion of officers, it shall be the privilege of any active member present, and qualified to vote, to place in nomination the name of any eligible person for any office, not so nominated. A majority of the ballots cast are necessary for the election of any officer unless otherwise provided by this constitution. Voting shall be by vocal or written ballot.

Section 5: Vacancies. Vacancies occurring during the year shall be filled by the General Board.

ARTICLE XI - MEETINGS

Section 1: Devotional Meetings:

A. The church shall meet regularly and each Lord's Day for worship and the preaching of the gospel.

B. The church shall meet for the observance of the Lord's Supper upon the First Lord's Day of the month or at such other times as may seem appropriate.

C. The church shall meet each Lord's Day for Christian instruction and the study and teaching of the Bible.

D. Occasional religious meetings may be appointed by the Pastor at his discretion, by the General Board, and/or by the vote of the church.

Section 2: Business Meetings:

A. The Annual Business Meeting shall be held in January for the purpose of receiving the annual reports of individual officers, boards, and the committees of the church, and its auxiliary organizations; and the transaction of such other business as is proper to come before this meeting.

B. Special Business Meetings may be called at any time by the Pastor, by the General Board, or by the request of a quorum of the active resident members in good standing. Notice of such meeting, and the object for which it is called, shall be given from the pulpit at least one week in advance of the date of the meeting. At any of the regular meetings of worship, however, the church may act without notice upon the appointment of delegates to councils and conventions, but not upon extraordinary business.

ARTICLE XII - CHURCH YEAR

The Fiscal Year of the church shall begin on the first day of January and shall close on the last day of December.

ARTICLE XIII - AUXILIARY ORGANIZATIONS

Section 1: Leadership Requirements: The Presidents of all adult and young people's auxiliary organizations shall be active members of the church in good standing, and shall be elected by their respective organizations, subject to ratification by the General Board.

Section 2: The Constitutions of Auxiliary Organizations shall be drawn up so as not to conflict with the constitution of this church.

Section 3: Meetings of Auxiliary Organizations: Meetings of auxiliary organizations may be held at such times as will not conflict with the meetings of the church, and shall be under the guidance of the Pastor and the General Board.

Section 4: Organizational Accountability: Every organization within the church, any auxiliary organization tying itself to the church, or any other group using the edifice or property of the church, shall be accountable in conduct and care of the church property to the Community Church of Moab through its Board of Trustees.

ARTICLE XIV - AMENDMENTS

This constitution may be amended at any business meeting of the church by a two-thirds vote of those qualified, present and voting, provided a quorum is present, and that notice of such amendment, stating the proposed change(s) shall have been given from the pulpit on two successive Sundays prior to the business meeting.

ARTICLE XV - RULES OF ORDER

The rules contained in Robert's Rules of Order shall govern the business proceedings of this church in all cases where they do not conflict with this constitution or with the stated covenant of this church.

January 1, 2001