

# Lighthouse Baptist Church

## Constitution and Doctrinal Statement

Revised 2007

**CONSTITUTION AND BYLAWS  
OF  
BRENTWOOD LIGHTHOUSE BAPTIST CHURCH  
BRENTWOOD, CALIFORNIA**

**PREAMBLE**

We declare and establish this Constitution for the preservation and security of the principles of our faith, and that this body may be governed in an orderly manner. This Constitution will preserve the liberties of each individual member of this church and the freedom of action of this body in its relation to other churches.

**1. Existing Constitution and By Laws**

This constitution is intended to supersede and negate all other constitutions and by-laws that may previously have existed for the church known as "Brentwood Lighthouse Baptist Church" or "Lighthouse Baptist Church".

**2. Existing Church Policies**

Be it further understood that this document supersedes all other church policies that are contrary to its contents.

**ARTICLE I: CHURCH NAME and LOCATION**

This body shall be known as Brentwood Lighthouse Baptist Church, of Brentwood, California, incorporated in the State of California, the County of Contra Costa.

**ARTICLE II: PURPOSE**

The object of this church is to carry out the Great Commission of the Lord Jesus Christ in preaching the Gospel of the grace of God, the administration of the New Testament ordinances, the edification of its members, and the evangelization of the world.

**ARTICLE III: AFFILIATION**

This church is, and shall remain, independent and autonomous. It is scriptural for true churches to cooperate with each other in contending for the faith, evangelism and missions. It is also scriptural that the church is the sole and only judge of the extent and manner of said cooperation.

## ARTICLE IV: COVENANT

We the congregation of this church do covenant together, God help us, to further the cause of Jesus Christ in this community; to walk worthy of the vocation wherewith we are called; to put away all bitterness and wrath, anger, clamor and evil speaking, be kind one to another even as God for Christ sake hath forgiven us; to do good to all men, especially to those of the household of faith; to submit to the oversight of the officers of this church as administered in love and accordance to God's Word and to give cheerfully as God prospers us and to be a willing worker in the vineyard of the Lord. We also engage to support this church faithfully with our prayers and attendance.

## ARTICLE V: ARTICLES OF FAITH

**NOTE: These Articles of Faith do not exhaust the extent of our faith. The Bible itself is the sole and final source of all that we believe. We do believe, however, that the following Articles of Faith accurately represent the teaching of the Bible, and therefore, are binding upon all members.**

**1. Of The Scriptures:** We believe that the Holy Bible was written (originally) by man supernaturally inspired; that it is truth without any admixture of error in its matter and therefore is, and shall remain to the end of age, the center of Christian union and the supreme standard by which all human conduct, creeds, and opinions should be tried.

- A. By "The Holy Bible" we mean that collection of 66 books from Genesis to Revelation, which as originally written does not only contain and convey the Word of God, but is the very word of God.
- B. By "Inspiration" we mean that the books of the Bible were written by holy men of old as they were moved by the Holy Spirit in such a definite way that their writings were supernaturally inspired.

Isa. 8:20; Ps. 19:7-11; 119:89,130; Prov. 30:5-6; Lk. 16:31; 24:25-27, 44-45; Jn. 5:39, 45-47; 12:48; 17:17; Acts 1:16; 28:25; Rom. 15:4; Eph. 6:17; 2 Tim. 3:16-17; 1 Pet. 1:23; 2 Pet. 1:19-21; Rev 22:19.

**2. Of The True God:** We believe that there is one, and only one, living and true God, an infinite, intelligent Spirit, the maker and Supreme ruler of heaven and earth, inexpressibly glorious in holiness and worthy of all possible honor, confidence and love; that in the unity of Godhead

there are three persons: the Father, the Son and the Holy Ghost, equal in every divine perfection, and executing distinct but harmonious offices in the great work of redemption.

Gen. 17:1; Ex. 15:11; 20:2-3; Ps. 83:18; 90:2; Jer. 10:10; Matt. 28:19; Jn. 4:24; 10:30; 15:26-27; 17:5; 2Cor. 13:14; Eph. 4:6; Phil. 2:5-6; 1 Tim. 1:17; Rev. 4:11.

**3. Of The Holy Spirit:** We believe the Holy Spirit is a divine person equal with God the Father and God the Son and of the same nature; that He was active in the creation; that in His relation to the unbelieving world He restrains the Evil One until God's purpose is fulfilled; that He convicts of sin, of judgment and of righteousness; that He bears witness to the truth of the Gospel in preaching and testimony; that He is the agent in the New Birth; that He seals, indwells, guides, teaches, witnesses, sanctifies, and helps the believer.

Gen. 1:1-3; Matt. 28:19; Lk. 1:35; 24:49; Jn. 3:5,6; 14:16-17, 26; 16:8-11,13; Acts 5:30-32; 11:16; Rom. 8:14,16, 26-27; Eph. 1:13-14; 2 Thes. 2:7,13.

**4. Of The Devil And Satan:** We believe that Satan was once a cherub and enjoyed heavenly honors but through pride and ambition to be like the Almighty, fell and drew after him a host of angels. That he is now the malignant prince of the power of the air, and the unholy god of this world. We hold him to be man's great tempter, the enemy of God and His Christ, the accuser of the saints, the author of all false religions, the lord of the antichrist, and the author of all powers of darkness destined however to final defeat at the hands of an eternal justice in the lake of fire, a place prepared for him and his angels.

Isa. 14:12-15; Ez. 28:14-17; Matt. 4:1-3; 13:30; 25:41; 2Cor. 11:13-15; Eph. 2:2; 1 Thes. 3-5; 1 Pet. 5-8; 2 Pet. 2:4; 1 Jn. 3:8; Jude 6; Rev. 20:10.

**5. Of Creation:** We believe in the Genesis account of creation and that it is to be accepted literally and not allegorically or figuratively; that man was created directly in God's own image and after His own likeness; that man's creation was not a matter of evolution or evolutionary change of species or development through animal and vegetable life but was made directly and God's established law was that they should bring forth "after their kind".

Gen. 1:11, 24, 26, 27; 2:21-23; Ex. 20:11; Neh. 9:6; Jer. 10:12; Jn. 1:3; Acts 4:24; 17:23-26; Rom. 1:20; Col. 1:16-17; Heb. 11:3; Rev. 4:11.

**6. Of The Fall Of Man:** We believe that man was created in innocence under the law of his Maker but by voluntary transgression sinned in consequence of which all mankind are now

sinner, not by constraint, but of choice, and therefore, under just condemnation without defense or excuse.

Gen. 3:1-6,24; Ezek. 18:19-20; Rom. 1:18,20,28,32; 3:10-19; 5:12,19; Gal. 3:22; Eph. 2:1-3.

**7. Of The Virgin Birth:** We believe that Jesus Christ was begotten of the Holy Ghost in a miraculous manner; born of Mary, a virgin, and that He is both the Son of God and the Son of man.

Gen. 3:15; Ps. 2:7; Isa. 7:14; Matt. 1:18-25; Lk. 1:35; Jn. 1:14; 1Cor. 15:47; Gal 4:4; 1Jn. 5:20.

**8. Of The Work Of Salvation:** We believe that the salvation of sinners is wholly of grace through the Son of God, who by 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 payment for our sins; that His work consisted not in setting us an example by His death as a martyr, but was the voluntary substitution of Himself in the sinner's place, the just dying for the unjust, Christ the Lord bearing our sins in His own body on the tree; that having been raised from the dead, He is now enthroned in heaven as our advocate, High priest, intercessor, and mediator.

Isa. 53:4-12; Matt. 18:11; Jn. 3:16; 10:18; Acts 15:11; Rom: 3:24, 25; 1 Cor. 15:3,4,20; 2Cor. 5:21; Gal. 1:4; Eph. 2:8-9; Phil. 2:7,8; 1 Tim. 2:5; Heb. 2:14,17; 7:25; 8:1; 9:12- 15; 12:2; 1 Pet. 2:24; 3:18; 1Jn. 2:2; 4:10.

**9. 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 Jesus; that it is instantaneous and not a process; that in the new birth, the one dead in trespasses and in sin is made a partaker of the divine nature and receives eternal life, the free gift of God; that the new creation is brought about in a manner above our comprehension, not by culture, not by character, nor by the will of man, but wholly and 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.

Jn. 1:12-13; 3:3,6-7; Acts 2:41; Rom. 6:23; 2Cor. 5:17; Gal. 5:22; Eph. 2:1; 5:9; Col. 2:13; 2Pet. 1:4.

**10. Of The Freeness Of Salvation:** We believe in God's electing grace; that the blessings of salvation are made free to all by the Gospel; that it is the immediate duty of all to accept them by a cordial, penitent and an obedient faith and nothing prevents the salvation of the greatest sinner

on earth but his own inherent depravity and voluntary rejection of the Gospel which rejection results in condemnation.

Isa. 55:1; Matt. 11:28; Jn. 3:15-16;18,36; 6:37; Acts 2:38; Rom. 8:29-30; 10:13; 1Cor. 15: 10; Eph. 1:4,5; 2: 4-5; 1Thes. 1:4; 1Tim. 1:15; 1 Pet. 1:2; Rev. 22:17.

**11. Of Justification:** We believe that justification includes the pardon of sin, and the gift of eternal life on the principles of righteousness; that it is bestowed not in consideration of any works of righteousness which we have done but that solely through faith in the Redeemer's blood, His righteousness is imputed unto us.

Isa. 53:11; Hab. 2:4; Acts 13:39; Rom. 4:1-8; 5:1,9; Gal. 3:11; Titus 3:5-7.

**12. Of Repentance And Faith:** We believe that repentance and faith are necessary responses of a person accepting salvation. This will produce an open confession of Christ as our only and all sufficient Savior.

Ps. 51:1-4,7; Mk. 1:15; Lk. 12:8; 18:13; Acts 2:37-38; 20:21; Rom. 10:9-11,13.

**13. Of The Church:** We believe that the Church, the body of Christ, began at Pentecost and is completed when the Lord Jesus returns to take it to the home He has prepared. Furthermore, we believe that a local Church is a congregation of baptized believers associated by a covenant of faith and fellowship of the Gospel, observing the ordinances of Christ, exercising the gifts of the Spirit for the purpose of encouraging one another. Its ordained officers are Pastors and Deacons whose qualifications and duties are clearly defined in the scriptures.

We believe the true mission of the church is found in the Great Commission.

First, to make individual disciples.

Second, to build up the Church.

Third, to teach and instruct as He has commanded.

We hold that the local church has the absolute right of self government free from the interference of any hierarchy of individuals or organization and that the one and only superintendent is Christ through the Holy Spirit.

We believe that it is scriptural for true churches to cooperate with each other in contending for the faith and for the furtherance of the Gospel and that every church is the sole and only judge of

the measure and method of its cooperation. On all matters of membership, of policy, of government, of discipline, and of benevolence, the will of the local church is final.

Matt. 16:18; 28:19-20; Acts 2:41,42; 6:5-6; 14:23; 15:22,23; 20:17-28; 1 Cor. 5:11-13; 6:1-3; 11:2; 12:4,8-11,13; 16:1,2; 2Cor. 8:23-24; Eph. 1:22-23; 4:11-16; 5:23-24; Col. 1:18; 1 Tim. 3:1-13; Heb. 10:25; 1 Pet. 5:1-4; Jude 3,4.

**14. Of Baptism And The Lord's Supper:** We believe that Christian baptism is the immersion in water of a believer in the name of the Father, of the Son, and of the Holy Ghost with the authority of the local church to show forth the testimony our faith in the crucified, buried, and risen Savior, and our death to sin and resurrection to a new life. It is prerequisite to the privilege of church membership.

The Lord's supper, the partaking of bread and the fruit of the vine, is to be done in remembrance of the death of Christ until He returns for His Church. The Lord's supper should always be preceded by solemn self-examination.

Matt. 28:19,20; Jn. 3:23; Acts 2:41,42; 8:36-39; Rom. 6:3-5; 1Cor. 11:23-28; Col. 2:12.

**15. Of Eternal Security:** We believe that the Holy Spirit seals all believers until Christ returns and they are kept by the power of God through faith unto eternal salvation.

Ps. 121:3; Jn.3:16; 10:28-29; Rom. 8:28, 35-39; Phil. 1:6; Col. 1:21-23; Heb. 1:14; 1 Pet. 1:5; 1 Jn. 5:13.

**16. Of The Righteous And The Wicked:** We believe that there is a radical and essential difference between the righteous and the wicked. Such only as through faith are justified in the name of the Lord Jesus, and sanctified by the Spirit of our God, are truly righteous. The rest are wicked and under the curse. This results in the everlasting blessedness of the saved and the everlasting conscious suffering of the lost.

Prov. 14:32; Matt. 7:13-14; Lk. 16:25; Jn. 3:36; 8:21; Rom. 6:17-18; 1Cor. 15:22; Gal. 3:10; 1 Pet. 1:1-8.

**17. Of Civil Government:** We believe that civil government is of divine appointment for the interest and good order of human society. Magistrates are to be prayed for, conscientiously honored, and obeyed except only in things opposed to the will of our Lord Jesus Christ who is the only Lord of the conscience. 2 Sam. 23:3; Ps. 72:11; Dan. 4:17,25; Matt. 10:28; 22:21; Acts 4:19-20; 23:5; Rom. 13:1-7; Titus 3:1; 1 Pet. 2:13-14,17.

**18. Of The Resurrection:** The Return Of Christ, And Related Events: We believe that Christ rose bodily the third day according to the Scriptures. We believe He will return bodily, personally and visibly to rapture the dead in Christ. The living saints shall all be changed in a moment, in the twinkling of an eye, at the last trump. After the following seven year Tribulation, Christ shall reign a thousand years in righteousness until He hath put all enemies under His feet.

Ps. 72:8; Matt. 24:27,42; 28:6-7; Mk. 16:6,19; Lk. 1:32; 24:2-7,39; Jn 14:3; Acts 1:9-11; 1Cor. 15:4,25, 51-53; Phil. 3:20,21; 1 Thes. 4:13-17; Heb. 9:28; Phil. 3:20, 21; Rev. 20:1-4,6.

**19. Of Missions:** We believe the command of Jesus to every believer to give the Gospel to sinners, establish churches, and train believers to mature in the image of Christ and to begin this cycle again.

Matt. 28:18-20; Mk. 16:15; Jn. 20:21; Rom. 10:13-15:

**20. Of The Grace Of Giving:** We believe Scriptural giving is one of the fundamentals of the faith since it is a believer's basic response to God. We are to bring our gifts into the storehouse (common treasury of the church) upon the first day of the week. Under Grace we give, and do not pay the tithe. Abraham gave the tenth four hundred years before the law, and this is a proper guide for our financial stewardship. Generosity in giving begins after the tithe and is rewarded by God. The will of God demands that we first give ourselves to Him.

1 Cor. 16:1,2; 6:19,20; 2 Cor. 8,9; Heb. 7:2-4.

**21. Human Sexuality:** We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman. We believe that any form of homosexuality, lesbianism, bisexuality, bestiality, incest, fornication, adultery and pornography are sinful perversions of God's gift of sex. We believe that the only legitimate marriage is the joining of one man and one woman. We believe that men and women are spiritually equal in position before God but that God has ordained distinct and separate spiritual functions for men and women in the home and in the church. The husband is to be the leader of the home and men are to be the spiritual leaders of the church.

Gen. 2:24; 3:16; 19:5,13; Lev. 18:1-30; Rom. 1:26-29; 7:2,3; 1Cor. 5:1; 6:9; Gal. 3:28; Eph. 5:22-27; Col. 3:18,19; 1Thes. 4:1-8; 1 Tim. 2:8-15; 3:4,5; Heb. 13:4.

**22. Divorce and Remarriage:** We believe that God hates divorce and intends marriage to last until one of the spouses dies. Divorce is regarded as adultery except on the grounds of fornication or if the unbelieving leave the relationship.

Mal. 2:14-17; Matt. 19:3-12; Rom. 7:1-3; 1 Cor. 7:10-17.

**23. Abortion:** We believe that Human Life begins at conception and that the unborn child is a living human being. Abortion constitutes the unjustified, unexcused taking of unborn human life. Abortion is murder. We reject any teaching that abortions of pregnancies due to rape, incest, birth defects, gender selection, birth or population control, or the mental well-being of the mother are acceptable.

Job 3:16; Ps. 51:5; 139:14-16; Isa 44:24; 49:1,5; Jer. 1:5; 20:15-18; Lk. 1:44.

## **ARTICLE VI: CHURCH GOVERNMENT**

Christ alone is the head of the church. The Pastor, as Christ's under shepherd, is its overseer with the Holy Spirit's leadership. The government of this church is vested in the body of believers who compose it. It is subject to the control of no ecclesiastical body but recognizes and sustains the obligation of mutual counsel and cooperation, which are common among Bible believing Baptist Churches.

## **ARTICLE VII: MEMBERSHIP**

**General:** This is a sovereign and democratic Baptist Church under the Lordship of Jesus Christ. The membership retains to itself the right of exclusive self-government.

**Active Membership** requires that a member uphold this constitution. He is to be faithful in attendance and the financial support of the Church to retain the Right Of Franchise (Right to Vote) and participate in the decision making of the Church at business meetings. Right of Franchise also requires that the member be eighteen (18) years of age, minimum. An Absentee Ballot may be requested prior to any Congregational votes only by Active Members unable to attend the stated meeting.

**1. Admission:** A person may request to be a candidate for church membership. The Pastor and/or a Deacon will visit with them in their home or a membership class prior to their being presented to the congregation for a vote of membership. This vote may be taken at any regular Worship Service.

### **A. Candidates**

1. Any person who publicly confesses personal faith in the Gospel of the Lord Jesus Christ, then is baptized by immersion, and has shown evidence of repentance may become a candidate for membership.
2. Any person who comes from another church of like faith and practice may become a candidate for Membership. These shall have the opportunity to study, affirm and agree to uphold the Constitution.

### **B. Membership Class**

Those who have been accepted as candidates may be invited to attend a class taught by the Pastor or a Deacon. The purpose of this class shall be:

1. To introduce the candidate to Lighthouse Baptist Church's history, its ministries, and its Constitution.
2. To give the candidate a thorough understanding of the meaning of the church membership in order to prepare the candidate to be a more effective Christian and Church member.

## **2. Special Forms Of Membership**

**A. Absentee Membership:** Absentee members are members who, due to geographical or physical reasons, cannot regularly attend the services of this church but do financially and prayerfully support the church. Examples include military duty, being on extended vacation and those handicapped due to physical disease or age.

**B. Inactive Membership:** A member is considered inactive if he or she fails to be faithful in attendance and the financial support of the Church for six months. They shall be the subjects of the church's spiritual concern. Every means shall be employed to help the member. However, if they persist in their waywardness they shall be placed on an inactive list.

## **3. Release Of Membership**

**A. Letter Of Transfer:** Any person upon his or her request may have their membership transferred by letter to a Bible believing church. Such a transfer is issued to a church, never to an individual.

**B. Dismissal By Statement:** If a member unites with a church of a different faith, a statement of membership may be issued only upon member's request and member's name shall be dropped from the church roll.

**C. Dismissal By Exclusion:** Upon the recommendation of the Pastor and the Deacons, a member persisting in conduct contrary to Scripture may be dropped from the church membership by a majority vote of the church body. This should be done only after Scriptural efforts, as outlined in Matt. 18:15-17, have been exhausted by the Pastor and the Deacons.

**4. Restoration:** Upon recommendation by the Pastor and the Deacons to the congregation at a Business meeting, a person may be restored from Inactive Membership or Exclusion.

**5. Membership Roster:** The Deacons shall be responsible for keeping the membership roster up to date. The Pastor and the Deacons shall, from time to time, make recommendations to the church at a Business meeting, any actions to be taken in cases of dismissal or reinstatement.

## **ARTICLE VIII: CHURCH OFFICERS**

### **1. Pastor**

**A. Call of The Pastor:** When a vacancy occurs in the Pastorate, a Pulpit Committee shall be appointed by the Deacons and approved by the Congregation. The Pulpit Committee shall consist of five members' of whom three should be members of the Trustee and Deacon Boards. The Pulpit Committee shall correspond and interview so that they may bring a candidate before the church for its approval or disapproval. They shall be responsible to acquire information from the candidate concerning his qualifications, doctrine and manner of life. Also, the candidate should be given a copy of the church constitution so that he may accept the church's doctrinal position. After much prayer for God's will, two weeks notice shall be given of a special meeting to call the Pastor. The call of a Pastor shall require 60% affirmative vote. However, those in attendance and voting must represent a minimum 60% majority vote of the active members present. The call is extended for an indefinite time, as long as the Lord leads. The candidate shall be an ordained Baptist preacher.

**B. Duties of The Pastor:** The Pastor is responsible for leading the church in functioning as a New Testament church. The Pastor will lead the congregation, the organization, and the church staff in performing their tasks. A major concern of the Pastor is to perform his Pastoral responsibilities. The Pastor is the leader of worship, proclamation, education, and Pastoral ministry. He shall be an ex-officio member of all organizations and committees. The Pastor should be made aware of all meetings concerning the Church prior to their planned dates or, after his absence, as soon as practical.

(2 Tim. 5: 17; Titus 1:5-9; Heb. 13:7,17; 1 Pet. 5:1-4).

1. The Pastor is responsible to preach the Word of God and uphold its Divine Authority. (2 Tim. 4:1-5; Jude 1:3,4).
2. The Pastor is responsible to administer the ordinances of baptism and the Lord's Supper with Church authority.
3. The Pastor shall preside as chairman at all congregational business meetings of the Church.
4. The Pastor shall approve all outside speakers, singers and groups for the Church or youth groups after conferring with and obtaining consensus from the Deacons. Special activities should be cleared with the Pastor and the Deacons before plans are made.
5. The Pastor shall select qualified men and women to organize, operate, and carry out the Bible teaching ministry of the Sunday School, Youth Group, and other teaching ministries with approval from the Deacons.

### **C. Termination of The Pastor:**

1. **BY THE PASTOR:** The Pastor shall give the church 60 days notice before resigning in order that preparation can be made to fill the vacancy. The length of the notice may be changed by mutual agreement of the Pastor and church.
2. **BY THE CHURCH:** The church must have just cause before asking for the resignation of the Pastor. However, if there are ever charges brought against the Pastor, they should first be brought to the regular Pastor-Deacons monthly meeting. If the charges cannot be substantiated in the mouth of two or three witnesses, as stated in 1 Tim. 5:19, then the parties making the charges shall be reprimanded. If the charges are true, the Pastor should repent and reconciliation be made between parties according to Matt. 18:15-17. If the Pastor is guilty of flagrant wrongdoing, moral sin or grave doctrinal error, the Deacons have authority to remove him immediately from all responsibility. The Deacons will consider severance benefits. For other conditions, the Church may remove the Pastor by 60% majority vote of the active members present at a special meeting called for that purpose with two weeks notice.

**D. Absence of The Pastor:** In the period of vacancy of the Pastorate, the Deacons shall be responsible to fill the pulpit with a Supply Pastor.

### **2. Deacons**

The title means "servant" or "one who ministers". A candidate for Deacon shall be a member of the church who has attained the minimum age of 21 and having been a member of the church for no less than one year.

**A. Qualification:** The qualifications of Deacons are found in 1 Tim. 3:8-13 and Acts 6:1-8. Deacons are to be mature men proven in Christian character in the home, the church, and the community. They shall be spiritual men full of the Holy Ghost and wisdom.

**B. Election Of Deacons:** The Pastor and the active Deacons, at their discretion, shall appoint a special committee consisting of three Deacons and two members from the church to "seek out" qualified men to be set before the church to fill the office of Deacon. The church should carefully and prayerfully consider qualifications when selecting Deacons. Personal friendships, politics or family ties should not influence the selection of men to fill this office, as it is a serious spiritual position. The Deacons shall be elected by 60% vote of members present at the annual meeting.

**C. Duties Of Deacons:** They are servants of the church to assist the Pastor in temporal and spiritual duties as required and are to actively support all of the ministries of the church. The Pastor shall appoint the Deacons their responsibilities and they shall report their activities at the monthly meeting of the Deacons. The Deacons shall enlist whatever help is needed from the church members to carry out the duties for which they are responsible. They shall assist the Pastor in ministering to the needs of the congregation, assist in observing the ordinances and in winning the lost in the community to Christ. The Deacons and the Pastor shall be responsible for all literature intended for use or distribution in the church.

**D. Ordination Of Deacons:** The candidate for Deacon shall serve a 6-month probationary period prior to ordination. The ordination of Deacons is for a lifetime service. However, Deacons may be placed on inactive status due to health or retirement, Deacons may be removed from office if they fail to fulfill the duties of the office or if they are unrepentant as under the same conditions specified in article 8, section 3b for the removal of the Pastor.

### **3. Other Church Officers**

#### **Qualifications for Other Church Office Positions:**

A candidate for any church office shall be an active member of the church who has attained the minimum age of 21 and having been a member of the church for no less than one year.

In the event of a vacancy of an elected officer, the Pastor and Deacons shall appoint another member to fill this office temporarily until the next election.

**A. Trustees:** The church shall endeavor to have five trustees. serving five year terms so arranged to finish in consecutive years. After having served 5 years, no Trustee may be eligible for re-election for one full year. Trustees shall represent the church in all legal matters and business transactions regarding church properties. They shall also be responsible for the actual care of

church properties and grounds, their repair, upkeep and janitorial service. The trustees are to hold in trust for the church all church properties accrued or leased by the church. They may spend up to \$500 per month with trustee approval. They may not sell lease or mortgage real property without permission of the membership.

**B. Clerk:** The Clerk is to be elected at each annual meeting to serve for one year. The Clerk shall keep a complete record of the transactions at all business meetings of the church. The Clerk shall keep a register of the names of members with the dates of admission, dismissal or death together with a record of baptisms. The Clerk shall issue letters of dismissal and recommendation voted by the church.

**C. Treasurer:** The Treasurer is to be elected at the annual meeting to serve for three years. The Treasurer shall make all disbursements and pay all bills. The Treasurer shall keep an accurate account of all money received and expended. An itemized, written report will be submitted to the Pastor and Trustees monthly and a monthly summary report will be submitted to the Church. Also, the Treasurer shall give a yearly report at the annual meeting. Yearly, there shall be a Trustee approved audit of the books. Upon termination of his office, the Treasurer shall turn over the books to the next treasurer or to the Trustees so as not to hinder the bookkeeping process.

**D. Financial Secretary:** The Financial Secretary is to be elected at each annual meeting to serve for one year. The Financial Secretary shall receive, deposit all funds, and keep records for the offering envelope system. At the end of each fiscal year, a Statement of Giving shall be made available to all that have participated in the financial support of the Church ministries. Totals of weekly receipts shall be provided for the Treasurer. Monthly totals of offerings shall be provided to the Pastor and Trustees..

**E. Committees to Assist The Pastor:**

1. **The Finance Committee:** Shall be composed of three Trustees, appointed at the discretion of the Board of Trustees, Pastor, Treasurer and Financial Secretary who will encourage giving among the membership. The Finance Committee shall present an annual budget to the church at the annual meeting for approval and oversee expenditures of the Church throughout the fiscal year.
2. **The Missions Committee:** Shall be appointed at the discretion of the Pastor and Deacons to coordinate missions. This committee shall consist of three members. One member shall be in charge of Visitation Evangelism enlisting the membership to personal evangelism and directing the calling program. One member shall be responsible for Home Missions to contact the missionaries regularly and give reports from the missionaries to the church. One member shall be responsible for Foreign Missions to contact the missionaries regularly and give reports from the missionaries to the church.

3. **The Housekeeping Committee:** Shall be made up of three Church members. These members are appointed at the discretion of and are accountable to the Trustees to function as follows: They shall be responsible for the Janitorial Service and to coordinate Kitchen Service for all social functions and potlucks and to post the list of the duties.
4. **The Nominating Committee:** Shall consist of five persons to be appointed at the discretion of the Pastor and the Deacons. This committee shall take into consideration people to fill offices or retain people in their current office. After prayer and earnest consultation they shall nominate one person for each office to be voted upon at the annual meeting. The committee shall elect from among them one person to be chairman and spokesman for the committee. This committee shall post a list of positions to be filled in the Church each year.

## **ARTICLE IX: ORGANIZATIONS**

The church regards as integral parts of itself all organizations formed for the purpose of ministering to its members such as youth fellowship, ladies ministries, etc. All these organizations shall be under control of the Pastor and the Deacons. Failure to work in harmony with the Church or the Pastor and Deacons shall be cause for the disbanding of such auxiliary.

## **ARTICLE X: CONGREGATIONAL MEETINGS**

### **1. For Worship**

The Church shall meet regularly each Sunday morning and evening for preaching, instruction, evangelism, and for the worship of Almighty God. The Church shall also meet on Wednesday evening for the purpose of prayer and Bible study and other times at the Church's discretion. These meetings shall be open to all people for the purposes stated above.

The Lord's Supper: The Congregational observance of the Lord's Supper shall be during designated Sunday morning services or at other times as determined by the Church.

### **2. For Business**

**A. Business Meetings** may be held to consider special or emergency matters. When requested by the Pastor, Deacons, or Trustees, the Pastor shall announce a Business Meeting with the particular object of the meeting being clearly stated in the notice. Voting at these meetings will be by active members only.

**B. Notice of a Business Meetings:** Two Sundays' notice of all Business Meetings shall be given by announcement at each public service preceding the date of that meeting. Exceptions to this

rule may be at the discretion of the Deacons or Trustees if the issue is considered to be of extreme urgency.

**C. The Annual Business Meeting** should be held within 30 days after the end of the fiscal year if possible. The Church fiscal year shall run from January 1 through December 31.

**D. For the Purpose of Membership:** At any of the regular meetings for worship, the Church may, without special notice, act upon the reception of new members having complied with the membership qualifications.

#### **ARTICLE XI: DISCIPLINE**

Should any unhappy difference arise between members, the aggrieved members shall follow, in tender spirit, the rule given by our Savior in Matt. 18:15-17. Should any case of gross breach of covenant, or public scandal occur, the Pastor and Deacons shall deal with it the same as the preceding rule of discipline.

#### **ARTICLE XII: CORPORATE SEAL**

The church Clerk shall keep the Corporate Seal. It shall be a circle. within, which shall be engraved the words: Brentwood Lighthouse Baptist Church, Brentwood, California.

#### **ARTICLE XIII: AMENDMENTS**

This Constitution may be amended by a 60% majority vote of the active members present at any special business meeting preceded by two weeks notice. Two weeks' notice for an amendment shall be accompanied by written copies of the recommended amendment(s) distributed to all active members of the Church for their consideration prior to the meeting for such purpose.