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**REVISED CONSTITUTION  
OF CALVARY BAPTIST CHURCH,  
STAFFORD, KANSAS**

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Whereas we, a body of believers in Jesus Christ, organized as a Baptist church for the purpose of spreading the gospel of our Lord and Savior, consider it advisable that we have definite laws so that “all things may be done decently and in order” and to carefully guard and maintain the principles of our church; therefore, be it resolved that beginning June 1, 2022, we shall be governed by the following constitution and bylaws as revised June 1, 2022.

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**Article I  
NAME**

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The name of this organization shall be “The Calvary Baptist Church, Incorporated, of Stafford, Kansas.”

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**Article II  
MISSION**

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The mission of Calvary Baptist Church shall be to glorify God by making disciples, thereby advancing the kingdom of Jesus Christ. We shall seek to accomplish our mission through the public worship of God, prayer, the preaching of the gospel, consistent Christian living, personal and corporate evangelism, missionary outreach, and Christian education.

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**Article III  
STATEMENT OF FAITH**

1. We believe the Bible is God’s Word, given by divine inspiration, and is the record of God’s revelation of Himself to humanity (II Timothy 3:16; II Peter 1:21). It is trustworthy, sufficient, and without error – the supreme authority and guide for all doctrine and conduct (I Peter 1:23–25; John 17:17; II Timothy 3:16–17). It is the truth by which God brings people into a saving relationship with Himself and leads them to Christian maturity (John 20:31; I John 5:9–12; Matthew 4:4; I Peter 2:2)
2. We believe in the one living and true God, perfect in wisdom, sovereignty, holiness, justice, mercy, and love (I Timothy 1:17; Psalm 86:15; Deuteronomy 6:4; Deuteronomy 32:3–4). He exists eternally in three coequal persons who act together in creation, providence, and redemption (Genesis 1:26; I Peter 1:2; Hebrews 1:1–3).
- (a) The Father reigns with providential care over all life and history in the created universe. He hears and answers prayer (I Chronicles 29:11–13; Matthew 7:11). He initiated salvation by sending His Son, and He is Father to those who by faith accept His Son as Lord and Savior (I John 4:9–10; John 3:16; John 1:12; Acts 16:31; Romans 10:9–13).
- (b) The Son became man, Jesus Christ, who was conceived of the Holy Spirit and born of the virgin Mary (John 1:14; Matthew 1:18). Being fully God and fully man, He revealed God through His sinless life, miracles, and teaching (John 14:9–11; Hebrews 4:15; Matthew 4:23–24). He provided salvation through His atoning death in our place and by His bodily resurrection (I Corinthians 15:3–4; II Corinthians 5:21;

50 Romans 4:23–5:1). He ascended into heaven, where He rules over all creation  
51 (Philippians 2:5–11). He intercedes for all believers and dwells in them as their  
52 ever-present Lord (Romans 8:34; John 14:23).  
53

54 (c) The Holy Spirit inspired men to write the Scriptures (II Peter 1:21). Through God’s  
55 Word, He convicts individuals of their sinfulness and of the righteousness of  
56 Christ, draws them to the Savior, and bears witness to their new birth (James 1:18;  
57 John 16:7–11; I Thessalonians 1:5–6; Romans 8:16). At regeneration and  
58 conversion, every believer receives the Holy Spirit in all His fullness (I Corinthians  
59 12:13). The Spirit indwells, seals, and gives spiritual gifts to all believers for  
60 ministry in the church and in society (Romans 8:9–11; Ephesians 1:13,14; Romans  
61 12:5–8; I Peter 4:10). He empowers, guides, teaches, fills, sanctifies, and produces  
62 the fruit of Christlikeness in all who yield to Him (Acts 4:31; Romans 8:14; I  
63 Corinthians 2:10–13; Ephesians 5:18; II Thessalonians 2:13; Galatians 5:16, 22–23).  
64

65 3. We believe God created an order of spiritual beings called angels to serve Him and do  
66 His will (Psalm 148:1–5; Colossians 1:16; Luke 2:13–14; Revelation 5:11–12). The holy  
67 angels are obedient spirits ministering to the heirs of salvation and glorifying God  
68 (Hebrews 1:6–7,13–14). Certain angels, called demons, Satan being their chief,  
69 through deliberate choice revolted and fell from their exalted position (Revelation  
70 12:7–9). They now tempt individuals to rebel against God with hatred and the purpose  
71 of our pain and destruction (I Timothy 4:1; I Peter 5:8; Luke 8:27,29). Their destiny in  
72 hell has been sealed by Christ’s victory over sin and death (Hebrews 2:14; Revelation  
73 20:10).  
74

75 4. We believe God created man in His own image to have fellowship with Himself and to  
76 be steward over His creation (Genesis 1:26–28). As a result, each person is unique,  
77 possesses dignity, and is worthy of respect (Psalm 139:13–17). Through the  
78 temptation of Satan, Adam chose to disobey God; this brought sin and death to the  
79 human race and suffering to all creation (Genesis 3; Romans 5:12–21, 8:22). Therefore,  
80 everyone is born with a sinful nature and needs to be reconciled to God (Romans 3:9–  
81 18, 23). Satan tempts people to rebel against God, even those who love Him  
82 (Ephesians 4:27; II Corinthians 2:11). Nonetheless, each person is responsible to God  
83 for his or her thoughts, actions, and beliefs, and has the opportunity to approach Him  
84 directly through Jesus Christ, the only mediator (Romans 14:12; I Timothy 2:5;  
85 Hebrews 9:27–28; Romans 10:12–13).  
86

87 5. We believe salvation is redemption by Christ of the whole person from sin and death  
88 (II Timothy 1:9–10; I Thessalonians 5:23–24). It is offered as a free gift by God to all  
89 and must be received personally through repentance and faith in Jesus Christ (I  
90 Timothy 2:4; Ephesians 2:8–9; Acts 2:37–39; Acts 20:21). An individual is united to  
91 Christ by the regeneration of the Holy Spirit (Galatians 2:20; Colossians 1:27). As a  
92 child of God, the believer is acquitted of all guilt and brought into a new relationship  
93 of peace (Romans 5:1). Christians grow as the Holy Spirit enables them to understand  
94 and obey the Word of God (II Peter 3:18; Ephesians 4:15–16; I Thessalonians 3:12–13).  
95

96 6. We believe the church is the body of which Christ is the head and all who believe in  
97 Him are members (Ephesians 1:22–23; Romans 12:4–5; Colossians 1:18). Christians are  
98 commanded to be baptized upon profession of faith and to unite with a local church

99 for mutual encouragement and growth in discipleship through worship, nurture,  
100 service, and the proclamation of the gospel of Jesus Christ to the world (Acts 13:1–3,  
101 14:26–28). The form of government is understood to be congregational (Matthew  
102 18:17; Acts 6:3–6, 15:22–23). The ordinances of the church are baptism and the Lord’s  
103 Supper. Baptism is the immersion of a believer in water in the name of the Father,  
104 and of the Son, and of the Holy Spirit (Matthew 28:18–20). It is an act of obedience  
105 symbolizing the believer’s identification with the death, burial, and resurrection of the  
106 Savior Jesus Christ (Romans 6:3–5). The Lord’s Supper is the partaking of the bread  
107 and of the cup by believers together as a continuing memorial of the broken body and  
108 shed blood of Christ. It is an act of thankful dedication to Him and serves to unite His  
109 people until He returns (Matthew 26:26–29; I Corinthians 11:23–26).  
110

111 7. To express unity in Christ, local churches form associations and a conference for  
112 mutual counsel, fellowship, and more effective fulfillment of Christ’s commission  
113 (Acts 15; I Corinthians 6:1–3).  
114

115 8. We believe religious liberty, rooted in Scripture, is the inalienable right of all  
116 individuals to freedom of conscience with ultimate accountability to God (Genesis  
117 1:27; John 8:31–36, II Corinthians 3:17; Romans 8:20–21; Acts 5:29). Church and state  
118 exist by the will of God. Each has distinctive concerns and responsibilities, free from  
119 control by the other (Matthew 22:21). Christians should pray for civil leaders and obey  
120 and support government in matters not contrary to Scripture (I Timothy 2:1–4;  
121 Romans 13:1–7; I Peter 2:13–16).  
122

123 9. We believe Christians, individually and collectively, are salt and light in society  
124 (Matthew 5:13–16). In a Christlike spirit, they oppose greed, selfishness, and vice; they  
125 promote truth, justice, and peace; they aid the needs and preserve the dignity of  
126 people of all races and conditions (Hebrews 13:5; Luke 9:23; Titus 2:11–14; Philippians  
127 4:8,9; I John 3:16–18; James 2:1–4; Colossians 3:11–12). We affirm the family as the  
128 basic unit of society and seek to preserve its integrity and stability (Genesis 2:21–25;  
129 Ephesians 6:1–4; Colossians 3:18–21).  
130

131 10. We believe God, in His own time and in His own way, will bring all things to their  
132 appropriate end and will establish the new heaven and the new earth (Ephesians  
133 1:9,10; Revelation 21:1). The certain hope of the Christian is that Jesus Christ will  
134 return to the earth suddenly, personally, and visibly in glory according to His promise  
135 (Titus 2:13; Revelation 1:7, 3:11, John 14:1–3). The dead will be raised, and Christ will  
136 judge mankind in righteousness (John 5:28,29). The unrighteous will be consigned to  
137 the everlasting punishment prepared for the devil and his angels (Matthew 25:41,46;  
138 Revelation 20:10). The righteous, in their resurrected and glorified bodies, will receive  
139 their reward and dwell forever with the Lord (Philippians 3:20–21; II Corinthians 5:10;  
140 I Thessalonians 4:13–18).  
141

142 **Article IV**  
143 **CHURCH COVENANT**  
144

145 Having been led, as we believe, by the Spirit of God, to receive the Lord Jesus Christ as  
146 our Savior, and on the profession of our faith, having been baptized in the name of the  
147 Father, and of the Son, and of the Holy Spirit, we do now in the presence of God, angels,

148 and this assembly, most solemnly and joyfully enter into covenant with one another as  
149 one body in Christ. We commit therefore, by the aid of the Holy Spirit, to walk together in  
150 Christian love; to strive for the advancement of the church in knowledge, holiness, and  
151 fellowship; to promote its health, effectiveness, and spiritual growth; to sustain its  
152 worship, ordinances, discipline, and doctrine; to contribute cheerfully and regularly as  
153 the Lord has prospered us to the support of the ministry, the expenses of the church, the  
154 relief of the poor, and the spread of the gospel throughout all nations.  
155

156 We also commit ourselves to maintain family and/or personal devotions; to bring up our  
157 children in the nurture and admonition of the Lord; to seek the salvation of the lost  
158 through the sharing of the Gospel of Christ; to be just in our dealings, faithful in our  
159 commitments, and exemplary in our conduct, to avoid all slander, gossip, and excessive  
160 anger, and to be zealous in our efforts to advance the kingdom of our Savior. We commit  
161 to watch over one another in brotherly love; to remember each other in prayer; to aid  
162 each other in sickness and distress; to cultivate Christian compassion and courtesy in  
163 speech; to be slow to take offense, but always ready for reconciliation, mindful of the  
164 admonitions of our Savior to secure it without delay. We also agree that when we leave  
165 this church, that we will as soon as possible unite with some other church of like faith  
166 where we can carry out the spirit of this covenant and the principles of God's Word.  
167

168 **Article V**  
169 **RELATIONSHIPS**  
170

171 The church shall cooperate with the North American Baptist Conference, the  
172 Southwestern Association, and Kansas Fellowship, and shall, whenever possible, be  
173 represented by delegates at their meetings.  
174

175 **Article VI**  
176 **MEMBERSHIP**  
177

178 **1. Qualifications.** Any person who accepts the statements of belief of this church may  
179 become a member of this church upon recommendation of the Board of Deacons and  
180 by vote of the church:  
181

182 (a) Upon confession of faith in Jesus Christ as Savior and Lord and upon baptism by  
183 immersion  
184

185 (b) By letter from some other Baptist church of like faith  
186

187 (c) Upon statement of Christian experience (Any person who is not a member of  
188 another Baptist church but has been baptized by immersion and upon confession  
189 of faith in Jesus Christ as Savior and Lord may become a member.)  
190

191 (d) By restoration (Former members of this church may be restored to membership.)  
192

193 **2. Duties.** Persons requesting church membership shall be instructed as to the duties of  
194 members, shall have the church covenant presented to them by the pastor or the  
195 Board of Deacons, and shall subscribe to it, both in letter and in spirit. Members in  
196 good standing will strive to keep their covenant obligations.  
197

198 **3. Dismissal of members in good standing.** All requests for dismissal shall first be  
199 considered by the pastor and the Board of Deacons, who shall present their  
200 recommendations to the church. Any member desiring to unite with another church  
201 upon request shall be entitled to a letter stating his or her relationship to this church.  
202 Following approval of dismissal this individual shall cease to be a member of this  
203 church.

204  
205 **4. Dismissal of members for other reasons.** We as a church body recognize that our  
206 primary responsibility to these brothers is love and restoration, not judgment. "This is  
207 love: not that we loved God, but that He loved us and sent His Son as an atoning  
208 sacrifice for our sins. Dear friends, since God so loved us, we also ought to love one  
209 another" (I John 4:10–11, NIV).

210  
211 (a) Disregard covenant: "Brothers, if someone is caught in a sin, you who are spiritual  
212 should restore him gently. But watch yourself, or you also may be tempted"  
213 (Galatians 6:1, NIV). It shall be the duty of the Board of Deacons to seek to reclaim  
214 those members who disregard their covenant obligations. If repeated attempts to  
215 achieve restoration fail, it shall be possible for the Board of Deacons to  
216 recommend to the church that the member's name be removed from the  
217 membership roll.

218  
219 (b) Request for erasure of name: If a member requests that his name be removed from  
220 the roll, the Board of Deacons shall investigate and attempt restoration.

221  
222 (c) Nonactive members: A member who has been absent from the church for a period  
223 of one year shall be placed on an inactive roll. The Board of Deacons and the  
224 pastor are encouraged to contact nonactive members to attempt their restoration  
225 to active status.

226  
227 (d) Nonresident members: "And let us consider how we may spur one another on  
228 toward love and good deeds. Let us not give up meeting together, as some are in  
229 the habit of doing, but let us encourage one another—and all the more as you see  
230 the Day approaching" (Hebrews 10:24–25). Upon moving, members are  
231 encouraged to give the pastor or secretary their new address. They are also  
232 encouraged to seek a new church home of like faith and transfer their membership  
233 to that church.

234  
235 **Article VII**  
236 **OFFICERS AND THEIR DUTIES**

237 **1. Pastoral Staff**

238  
239 **Qualifications.** The pastor shall be a believer in Jesus Christ as his personal Savior,  
240 have a growing and dynamic relationship with Him, and be a preacher of the gospel  
241 and of the basic doctrines of biblical faith. He is expected to cooperate with like-  
242 minded local churches and the North American Baptist Association and conference.

243  
244 **Selection and Dismissal.** The pastor is called by a three-fourths (3/4) vote of active  
245 church members present or voting by absentee ballot following the  
246 recommendations of the Pastoral Search Committee and the Church Board. The vote

247 is to be taken at a business meeting called for this purpose and at which a quorum  
248 (fifty percent of active church members) is present. The pastor, when called, shall  
249 receive a letter from the Church Board specifying all details of salary, housing, car  
250 allowance, conference leave, vacation, etc. This is to be updated each year at the  
251 annual business meeting. He continues to serve as long as both parties are agreed  
252 that the Lord is blessing the ministry, or until the Lord calls him to another field of  
253 service. The pastor and/or church must give at least one-month's notice of  
254 termination of duties. Any action for termination by the church shall be brought to  
255 the church body by the Church Board at a business meeting called for consideration  
256 of dismissal of the pastor and at which a quorum (fifty percent of active church  
257 members) is present. A two-thirds (2/3) vote of active church members present or  
258 voting by absentee ballot shall be necessary to dismiss the pastor.  
259

260 **Duties of the Senior Pastor.** The senior pastor's special duties are preaching the  
261 gospel, administering the ordinances, visitation (especially of the sick), exercising  
262 pastoral oversight, and generally guiding and caring for the spiritual interests of the  
263 church body. He shall be an ex officio member of all boards and standing  
264 committees of the church. He is to perform the various duties incumbent on this  
265 office, such as officiating at weddings and funerals. At associations, conventions, and  
266 conferences, he is to represent the church in the capacity of delegate, and his  
267 expenses shall be paid by the church.  
268

269 **Other Pastoral Staff.** It shall be possible to add other staff as the Lord directs and as  
270 they are called by the church. The Church Board shall be responsible for developing  
271 a line of authority. With the recommendation of the senior pastor, other pastoral staff  
272 shall be elected at a business meeting called for this purpose and at which a quorum  
273 (fifty percent of active church members) is present. Election of other pastoral staff  
274 shall be by a three-fourths (3/4) vote of active church members voting in person or by  
275 absentee ballot. The new pastoral member, when called, shall receive a letter  
276 specifying details of expected duties and policies concerning remuneration in salary,  
277 housing, vacation, etc. from the Church Board. This list of duties shall be provided  
278 with the assistance and guidance of the senior pastor. The procedure for termination  
279 of employment of other pastoral staff shall be brought to the church body by the  
280 Church Board at a business meeting called for consideration of dismissal of the other  
281 pastoral staff and at which a quorum (fifty percent of active church members) is  
282 present. Elimination of a full-time staff position shall be by a two-thirds (2/3) vote of  
283 the active church members present or voting by absentee ballot upon the  
284 recommendation of the Church Board and senior pastor.  
285  
286

## 287 **2. Moderator**

288

289 The moderator shall be elected from the church membership for a term of two years  
290 and shall hold no other elected church office during this time. The moderator He  
291 shall be eligible to serve a maximum of two consecutive terms and may be reelected  
292 after an interval of one year. The moderator shall preside according to accepted  
293 parliamentary procedure at all business meetings of the church body and the Church  
294 Board. It shall be the responsibility of the moderator to see that decisions of the  
295 Church Board and church body are implemented. In the absence of the moderator,

296 the chairman of the Board of Deacons shall act as moderator. Upon receipt of a  
297 petition from twenty-five percent of the active church membership, the moderator  
298 shall call a special meeting of the church body.  
299

### 300 **3. Board of Deacons**

301  
302 Qualifications as outlined in I Timothy 3 shall be prayerfully used as a guide by the  
303 church body in the selection of deacons.  
304

305 The number of deacons shall be regulated by the membership of the church but shall  
306 never be less than three. There shall be at least three deacons to approximately one  
307 hundred active members. Their term of three years shall overlap so that at least one  
308 deacon shall be elected each year. They shall be eligible to serve a maximum of two  
309 consecutive terms and may be reelected after an interval of one year. The deacons  
310 shall annually select their own chairman and other officers. In the absence of the  
311 moderator, the chairman of the deacon board shall act as moderator. They shall  
312 normally meet monthly and shall keep minutes of their meetings, with the chairman  
313 reporting to the Church Board.  
314

315 The Board of Deacons shall, in every way, assist the pastor in his work; and with him  
316 consider all candidates for church membership, all requests for letters of dismissal,  
317 and all matters of dismissal of members for other reasons. All new members shall  
318 have the church covenant presented to them by the pastor or Board of Deacons. The  
319 Board of Deacons and the pastor are encouraged to contact nonactive and  
320 nonresident members to attempt their restoration to active status in this or another  
321 church.  
322

323 The deacons are encouraged to visit the sick and distressed, and they shall ensure  
324 arrangements are made for meals and lodging as appropriate for visiting speakers  
325 and guests. The deacons shall be ready at all times to assist the pastor in promoting  
326 the spiritual affairs of the church, in the conducting of worship services, in the  
327 administration of the Lord's Supper and baptism; and in the absence of the pastor to  
328 secure a substitute in his place.  
329

330 There shall be a deacons' fund that is supported by the church body to be used in  
331 emergency situations in support of the people in our communities, and especially  
332 our own church members. It shall be disbursed at the discretion of the pastor or the  
333 Board of Deacons.  
334

### 335 **4. Trustees**

336  
337 The Board of Trustees shall be composed of three members. Their terms of three  
338 years shall overlap so that one shall be elected each year. They shall be eligible to  
339 serve a maximum of two consecutive terms and be eligible for reelection after an  
340 interval of one year. The board elects its own chairman and other officers, as they  
341 deem appropriate. They shall normally meet monthly and keep minutes of their  
342 meetings, with the chairman or a representative reporting to the Church Board.  
343

344 The Board of Trustees shall hold in trust all property belonging to the church and the  
345 corporation, and shall take all necessary measures for its protection, management,

346 and upkeep. The Board of Trustees shall establish guidelines for use of church  
347 facilities and equipment. It shall, when so instructed by the Church Board, bring  
348 recommendation for employment of custodians and caretakers of the church  
349 property, secretaries, or other personnel, at such salary as is authorized by the  
350 Church Board, with responsibility to secure from them acceptable service. The  
351 trustees shall be allowed a limited amount of expenditures for repairs, etc., without  
352 specific approval. This amount shall be reviewed annually by the Church Board and  
353 approved by the church body.  
354

## 355 **5. Treasurers**

356

357 There shall be a church treasurer and an assistant church treasurer. Every two years  
358 the church shall elect an assistant treasurer at the annual election. The treasurer shall  
359 serve for a term of four years (the first two years as the assistant treasurer and the  
360 final two years as treasurer) and is not eligible to serve two consecutive terms.  
361

362 In the event of a vacancy in the treasurer's position, the assistant treasurer shall fill  
363 that position for the remainder of the current year plus two more years. The Church  
364 Board shall make an appointment to fill any vacancy in the assistant treasurer's  
365 position.  
366

### 367 **Treasurer's Responsibilities.**

368

- 369 (a) The church treasurer shall receive all money contributed to the church and its  
370 organizations and make deposits.  
371
- 372 (b) The church treasurer shall pay all church bills that are approved by the Church  
373 Board and all organizational bills that are approved by the individual  
374 organizations. Prior approval may be given by the Church Board or any  
375 organization to pay regular and routine expenses when they are due.  
376
- 377 (c) The church treasurer shall provide monthly financial reports to the Church  
378 Board. Annual financial reports shall be made available to the church body.  
379
- 380 (d) The church treasurer shall maintain the memorial fund.  
381
- 382 (e) The church treasurer shall coordinate the bookkeeping services of the church.  
383
- 384 (f) The church treasurer shall serve on the Finance Committee.  
385
- 386 (g) The church treasurer shall act as missions treasurer and receive all money  
387 given for this work and shall forward it to the organization for which it was  
388 designated.  
389

### 390 **Assistant Treasurer's Responsibilities.**

391

- 392 (a) The assistant treasurer shall assist the treasurer with the receipts and deposits.  
393
- 394 (b) The assistant treasurer shall serve on the Finance Committee.  
395
- 396 (c) The assistant treasurer shall assist the treasurer with other duties as necessary.  
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## **6. Clerk**

The church clerk shall be elected by the active church membership and shall be eligible to serve a maximum of two consecutive two-year terms.

The clerk shall keep accurate minutes of the business proceedings of the church body and the Church Board, including the reception and dismissal of members. The clerk shall issue letters of dismissal and statements of relationship to this church for transferring members as authorized by the church. The clerk also shall transfer all records and all documents to the successor.

## **Article VIII BOARDS AND COMMITTEES**

### **1. Church Board**

The Church Board shall consist of the pastoral staff, moderator, clerk, Board of Deacons, Board of Trustees, treasurer, chairman or appointed representative of the Board of Christian Education, and the presidents or appointed representatives of Men's Fellowship and Women's Ministries. The board shall normally meet monthly, and minutes shall be kept and made available to the church body. Special meetings of this board may be called if announced at any Sunday morning service. A quorum for this board shall consist of eight members, including at least three deacons and one trustee.

The Church Board shall be informed of any action taken by the individual boards or groups in the church so as to inform the whole church and thus avoid conflicts. This board shall review and approve the treasurer's monthly report and address any additional financial concerns. The Church Board shall discuss the spiritual needs of the church, be an advisory group to the pastoral staff, and make specific recommendations to the congregation regarding any church business. They shall be responsible for making appointments when vacancies occur in offices and committees during the business year and also for nominating a Pastoral Search Committee when this is needed. The Church Board shall also be responsible for developing a line of authority for all pastoral staff.

The Church Board shall be responsible for the routine business of the church. All issues are to be taken to the church body that, in the opinion of the Church Board, require action by the whole church. Any business that exceeds a certain amount in total expenditure (established by the church body at the annual meeting) shall be brought before the church body. The Church Board will oversee security arrangements for the church.

The Church Board shall be responsible for disbursing memorial funds. At the time the funds are donated, the family members will be given opportunity to express their wishes concerning the disbursement of the funds.

### **2. Board of Christian Education**

448 The Board of Christian Education shall consist of five elected members in addition to  
449 the pastor or the associate pastor. Members shall be elected at the annual election  
450 and shall serve for three years. Their election shall be arranged in such a way that  
451 approximately one-third of the number shall be elected each year. They shall be  
452 eligible to serve two consecutive terms. The board elects its own chairperson and  
453 other officers as they deem appropriate. They shall normally meet monthly and keep  
454 minutes of their meetings. The chairman or appointed representative reports board  
455 action to the Church Board.

456  
457 The Board of Christian Education, in communication with the pastoral staff, shall  
458 oversee and maintain the educational ministry of the church, with any necessary  
459 selection and/or review of material and the recruitment of teachers and helpers for  
460 Sunday school and other programs as necessary. The board members shall  
461 coordinate together and with other volunteers to offer and support Vacation Bible  
462 School, youth ministry and programs, the church library, a nursery during Sunday  
463 school and the Sunday morning worship service, and the Christmas program. The  
464 Board of Christian Education will cooperate with other leaders to support and  
465 maintain other educational ministries within the church, including, but not limited to,  
466 a weekly children's ministry, a children's program during the Sunday morning  
467 worship service, and adult small groups, to ensure the proclamation and propagation  
468 of God's Word and its truth throughout Calvary Baptist Church and its ministries.

469  
470 **3. Nominating Committee**  
471

472 The Nominating Committee is appointed in October each year by the Church Board  
473 prior to the annual election. The committee consists of a member from the following  
474 boards and organizations: deacons, trustees, CE Board, Men's Fellowship, Women's  
475 Ministries, and a member of the senior high school youth group. No one shall be  
476 chosen for this committee who is eligible for reelection this same year. The deacon  
477 shall serve as chairman of this committee.

478  
479 The Nominating Committee is responsible to prepare a slate of candidates who agree  
480 to serve in each church office. Two candidates are desired for each elected position.  
481 This slate of candidates is then presented to the church body two weeks prior to the  
482 annual election.

483  
484 **4. Music Committee**  
485

486 The Music Committee shall consist of three members appointed by the nominating  
487 committee. The appointments shall be for a three-year term.

488  
489 The three appointed members' terms shall be arranged so that one shall be  
490 appointed each year. The chairman will be the member who is serving the third year  
491 of his or her term. This committee shall be responsible for scheduling special music.  
492 Meetings will be held as needed to carry out duties. However, the committee shall  
493 meet at least once a year.

494  
495 The Music Committee, with oversight from the pastor and the Board of Deacons,  
496 shall set policies and guidelines for the music of the church. Together with the Praise

497 Team, the Music Committee shall provide music for all services that is conducive to  
498 the worship of the Lord in the lives of the people in the congregation, utilizing  
499 available musicians. It shall seek to elevate through music the spiritual life of the  
500 church.  
501

## 502 **5. Social Committee**

503  
504 The Social Committee shall consist of four members appointed by the Nominating  
505 Committee serving staggered two-year terms. They shall appoint a quarter chairman  
506 to be in charge of each quarter of the year. The quarter chairman may call on the  
507 other committee members and other members of the church to help carry out the  
508 tasks of the committee. This quarter chairman is responsible for maintaining supplies  
509 such as table paper and other kitchen supplies (tea, coffee, napkins, paper cups, etc.).  
510 The quarter chairman is responsible for organizing and serving any food or  
511 refreshments for any social event, fellowship dinner, etc. of the church body that  
512 occurs during that quarter.  
513

514 The Social Committee is also responsible to provide food or refreshments for any  
515 meetings of the Southwestern Association or Kansas Fellowship hosted by the  
516 church. All members of the Social Committee shall assist on large projects. The  
517 Social Committee shall also approve the use of kitchen equipment outside the  
518 church.  
519

## 520 **6. Flower Committee**

521  
522 The Flower Committee shall consist of two members appointed by the Nominating  
523 Committee serving staggered two-year terms. They shall determine between  
524 themselves who is responsible each quarter, and the pastor or his secretary is to be  
525 notified of its quarterly chairman. The pastor or his secretary shall notify this  
526 quarterly chairman of deaths, births, and the hospitalization of church members and  
527 their families.  
528

529 The Flower Committee's responsibilities shall include floral arrangements for the  
530 church each Sunday morning and for special meetings. Whenever a church member  
531 or his or her family member is hospitalized, this committee sends flowers, cards, or  
532 whatever is appropriate.  
533

534 Upon a death of a church member, the family is sent flowers from the church by this  
535 committee. When a death occurs in the family of a church member, and the deceased  
536 is not a member of our church, a card is sent. A rose is presented when a birth occurs  
537 in an immediate church family.  
538

## 539 **7. Ushers**

540  
541 There shall be at least four ushers who shall be appointed by the Nominating  
542 Committee and shall serve for two years. Approximately one-half of the members  
543 shall be appointed each year. A chairman elected by the ushers on an annual basis  
544 shall be in charge of appointing church greeters. The ushers shall supervise the  
545 seating and physical comfort of the congregation, the distribution of the hymnbooks,  
546 the receiving of the offerings, and the counting of the congregation for attendance.

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**8. Finance Committee**

The purpose of the Finance Committee is to assist the church in financial decision-making by gathering, organizing, and coordinating financial information for all church organizations.

The Finance Committee shall consist of five members, including the church treasurer, the assistant treasurer, and three members appointed by the nominating committee. The length of office shall be three years with terms arranged so that only one member goes off the committee each year. Members shall be eligible to serve a maximum of two consecutive terms. The Finance Committee shall elect a chairman from its own membership.

**9. Audit Committee**

The Finance Committee (excluding the treasurer and the assistant treasurer) shall serve as the Audit Committee. This committee shall review the books of the church treasurer and report at the annual meeting.

**10. Pastoral Search Committee**

The Pastoral Search Committee shall consist of a chairman and four members appointed by the Church Board when it becomes necessary to seek a new pastor. Its responsibilities include the following:

- (a) Contacting the North American Baptist Conference and the regional minister to receive its resources and input
- (b) Recommending to the Church Board and then to the church body an interim pastor, including his duties and salary
- (c) Recommending to the Church Board and then to the church body a pastoral candidate

The interim pastor shall be elected at a business meeting called for this purpose and at which a quorum (fifty percent of active church members) is present. Election of the interim pastor shall be by a three-fourths (3/4) vote of active church members voting in person or by absentee ballot.

The Pastoral Search Committee shall obtain resumés from pastoral candidates. After considering these resumés, listening to sermons, or attending services conducted by these candidates, the pastoral search committee shall select a candidate and present him to the Church Board and church body. The candidates shall preach at least one Sunday in this church. After consideration of this candidate, the pastoral search committee shall make a recommendation to the Church Board. The Church Board is responsible for recommending the pastor's duties and salary as noted under the office of pastor and shall be responsible to bring the Pastoral Search Committee's recommendation to the church body.

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599 **11. Missions Committee**  
600

601 The Missions Committee shall be appointed by the pastor and the Board of Deacons  
602 and is responsible for supporting and encouraging the mission efforts of the church.  
603 The Missions Committee shall make recommendations to the deacons about  
604 financial support for missionaries and mission activities.  
605

606 **Article IX**  
607 **BUSINESS MEETINGS**  
608

609 **1. General Procedures**  
610

611 A quorum shall consist of twenty-five percent of the active voting membership of the  
612 church except when calling or dismissing pastoral staff. A quorum for calling or  
613 dismissing pastoral staff will consist of fifty percent of the active church membership.  
614 Members of the church fifteen years of age and older are eligible to vote. A simple  
615 majority of votes cast will carry on all issues unless otherwise stated in the  
616 constitution or recommended by the Church Board and adopted by the membership  
617 on certain major issues. Absentee ballots will be used on major issues only when  
618 announced for two Sundays prior to the meeting. The moderator (or in the absence  
619 of the moderator, the chairman of the deacons) shall conduct all business meetings  
620 following appropriate rules of order.  
621

622 **2. Annual Business Meeting**  
623

624 The annual business meeting shall be held in January. The date shall be set by the  
625 Church Board. All church records, financial reports, reviews, and final reports of the  
626 various groups will be published for the annual meeting and shall cover the church  
627 business year of January 1 to December 31 for the previous year.  
628

629 **3. Special Business Meeting**  
630

631 A special business meeting may be called by the moderator, pastor, the Board of  
632 Deacons, or the Church Board, or on receipt of a petition from twenty-five percent of  
633 the active church membership. Special business meetings may be called at any time  
634 providing the announcement has been made on a previous Sunday or by notification  
635 during the week prior to the meeting. The announcement shall specify the time,  
636 location, and general nature of business to be transacted. A special meeting may be  
637 called without previous announcement to consider the addition or subtraction of  
638 church members to or from the membership roll.  
639

640 **4. Election**  
641

642 An annual election of officers shall be held on a Sunday in December. The date shall  
643 be set by the Church Board. The Nominating Committee shall have presented a list of  
644 nominees for moderator, deacons, trustees, church clerk, assistant treasurer, and the  
645 Board of Christian Education two weeks prior to election. One week prior to election  
646 a special business meeting shall be held to accept additional nominations from the

647 church body. At this meeting, after adequate time, the opportunity for further  
648 nominations shall be closed. This election shall be by written ballots. The moderator  
649 is responsible for having the ballots prepared and for appointing a ballot committee  
650 to count them. The Nominating Committee is to reconvene following the church  
651 election to appoint ushers and members for the Finance Committee, Music  
652 Committee, Social Committee, and Flower Committee. This slate is to be  
653 recommended by the Church Board and approved at the annual meeting. All  
654 positions are to be filled by the time of the annual meeting. Newly elected officers  
655 begin serving after the annual meeting.  
656

657  
658 **Article X**  
659 **AUXILIARY ORGANIZATIONS**  
660

661  
662 All auxiliary organizations of this church shall be subject to the control of the church.  
663 Failure to work in harmony with the church shall be cause for disbanding such  
664 organization by two-thirds (2/3) vote by the Church Board. No auxiliary organization shall  
665 meet during any regular worship service of the church.  
666

667  
668 **Article XI**  
669 **FINANCIAL POLICY**  
670

671 The financial policy of this church shall be personal voluntary giving. Any special fund-  
672 raising project by an auxiliary organization needs approval by the Church Board. These  
673 provisions are not to be interpreted as forbidding the receipt of a reasonable fee or a  
674 free-will offering sufficient to cover the cost of any social, supper, or entertainment.  
675

676 **Article XII**  
677 **USE OF CHURCH FACILITIES**  
678

- 679 **1. Sanctuary.** The sanctuary is to be used in a worshipful and reverent manner at all  
680 times. Programs and activities that are not in keeping with a worshipful atmosphere  
681 may be held in the fellowship hall or another location.  
682  
683 **2. Dates.** Before using the church building and facilities, specific dates must be cleared  
684 with the master calendar.  
685  
686 **3. Policy.** The church facilities are not available for use in moneymaking projects unless  
687 approval is obtained from the Board of Deacons. Other activities involving church  
688 facilities must be in accordance with established church guidelines.  
689

690  
691 **Article XIII**  
692 **AMENDMENTS**  
693

- 694 **1.** The preceding rules may be amended at any regular business meeting of the church  
695 by a two-thirds (2/3) majority vote of active members present, provided that the  
696 proposed amendment shall have been submitted in writing and made available to the

697 membership at two Sunday morning services prior to the business meeting in which  
698 the amendment shall be submitted for final action.

699  
700 2. The rules and regulations adopted in this Constitution shall be understood as setting  
701 aside and making null and void all former rules and regulations for the government of  
702 the church.

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