

CONSTITUTION
of
The First Baptist Church of Bloomfield



September 2006

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ARTICLE I - NAME

This Church is duly incorporated under the laws of the State of Indiana as the First Baptist Church of Bloomfield, Indiana, hereinafter referred to as FBC Bloomfield.

ARTICLE II - PURPOSE

As members of the Body of Christ, God gives us spiritual gifts for ministry to each other and calls us to be witnesses to His love, both in our corporate life together and in response to the needs of our community.

(A) This congregation is organized as a church exclusively for charitable, religious, and educational purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Revenue Law), including, but not limited to, such purposes as: the establishing and maintaining of religious worship; the building, maintaining, and operating of churches, parsonages, Daycare Centers, schools (including but not limited to Preschool-12 and higher education), chapels, and camps; and supporting home schooling.

(B) FBC Bloomfield shall also ordain and license men and women to the Gospel ministry; evangelize the unsaved by the proclaiming of the Gospel of the Lord Jesus Christ; educate believers in a manner consistent with the requirements of Holy Scripture, both in Sunday and weekday schools of Christian education; and maintain missionary activities in the United States and any foreign country; and engage in any other ministry that the church may decide to pursue in obedience to the will of God.

ARTICLE III – AFFILIATIONS

FBC Bloomfield is a completely autonomous entity, but because its mission is worldwide, it recognizes its obligation and privilege to cooperate with other churches having the same general objectives. It shall, therefore, be affiliated with the American Baptist Churches of Indiana/Kentucky and the American Baptist Churches in the U.S.A.

ARTICLE IV-COVENANT

We, the members of FBC Bloomfield, having been led by the Spirit of God to receive the Lord Jesus Christ as our Savior, and on the profession of our faith, most sincerely and joyfully enter into covenant with one another, as one body in Christ. We pledge, therefore, by the aid of the Holy Spirit:

To attend the services of FBC Bloomfield regularly for spiritual nourishment, growth, and encouragement;

To walk together and watch over one another in Christian love; to remember each other in prayer; to aid each other in times of sickness and difficulty; to be slow to take offense, but always ready for reconciliation;

To contribute cheerfully and regularly, according to our ability, to the support of FBC Bloomfield and its various activities; to support the spread of the Gospel of Jesus Christ throughout the world;

To strive in our family lives to make Jesus Christ the center of our homes;

To cultivate a life of devotion and consecration to God;

To aid and assist prayerfully, loyally, and affectionately, the ministers and others who seek to strengthen the witness of FBC Bloomfield;

To conduct ourselves in accordance with the principles of our Lord, in all our social and business relationships;

We enter into this covenant under the leadership of the Holy Spirit, prayerfully asking for Divine guidance and help in this our earnest endeavor.

ARTICLE V-ARTICLES OF FAITH

(A) The Holy Scriptures. We believe that the Holy Bible was written by men, divinely inspired; that it is a perfect treasure of heavenly instruction; that it has God for its author, salvation for its end, and truth without any mixture of error for its matter; that it reveals the principles by which God will judge us; and therefore is, and shall remain to the end of the world, man's final authority and the supreme standard by which all human conduct, creeds, and opinions should be tried (John 12:47,48; II Tim 3:15-17). The sixty-six books of the Old and New Testament are the complete and divine revelation of God to man. (Rev 22:18, 19).

(B) The Godhead. We believe that there is only one true and living God, eternally existing as three persons: the Father, the Son, and the Holy Spirit (Deut. 6:4; Matt. 28:19; Rom. 1:20; II Cor. 13:14; 1 John 5:7).

(C) The Person and Work of Christ.

1. We believe that the Lord Jesus Christ, the eternal Son of God, became man, without ceasing to be God, having been conceived by the Holy Spirit and born of the virgin Mary, in order that He might reveal God

and redeem sinful men (Isa. 7:14, 9:6; Luke 1:35; John 1: 1, 2, 14; II Cor. 5:19-21; Gal. 4:4, 5; Phil. 2:5-8).

2. We believe that the Lord Jesus Christ accomplished our redemption through His death on the cross; that His precious, sinless, and divine blood was and is the only acceptable payment for man's sins before God (Matt. 26:28; Rom. 3:23-26; I Cor. 15:3,4, 20; Eph. 1:7; Col. 1:20; Heb. 9:12-14, 22-28).

3. We believe that the Lord Jesus Christ ascended to Heaven and is now exalted at the right hand of God, where, as our High Priest, He fulfills the ministry of Representative, Intercessor, and Advocate (Acts 1:9,10; Rom. 8:34; Heb. 7:25, 9:24; I John 2:1,2).

(D) The Person and Work of the Holy Spirit.

1. We believe that the Holy Spirit convicts the world of sin, of righteousness, and of judgment (John 16:8-11; Rom. 8:9; I Cor. 12:12-14; Eph. 1:13, 14, 4:30).

2. We believe that He is the Divine Teacher who guides believers to understand and appropriate the Scriptures; and that it is the privilege and duty of all the saved to be filled with the Spirit (John 14:26, 16:13; Eph. 5:18; I John 2:20, 27).

(E) Salvation. We believe that the salvation of man is wholly of grace, neither merited nor secured in part or in whole by any virtue or work of man, but received only by personal faith in the Lord Jesus Christ, whose precious blood was shed on Calvary for the forgiveness of our sins; and that apart from Him there is no salvation (John 1:12, 3:16, 14:6; Acts 4:12; Eph. 1:7, 2:5-10; I Peter 1:18, 19).

(F) Human Sexuality.

1. We believe that God has commanded that no sexual activity be engaged in outside of the 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 (Gen. 2:24, 18:20-22, 19:1-13; Lev. 18:1-30; Rom 1: 18-32; I Cor. 5: 1-5, 6:9-20; I Thess. 4:1-8; Heb. 13:4).

2. We believe that the only legitimate marriage is the joining of one man and one woman (Gen. 2:21-25; Rom. 7:2, 3; I Cor. 7: 1-11).

(G) The Church. We believe that the establishment and continuance of local churches is clearly taught and defined in the New Testament Scriptures. We believe that the mission of the church is the faithful witnessing of Christ to all mankind, and the edifying of the saints unto spiritual maturity. We hold that Scripture allows for churches of like faith to cooperate with each other in contending for the faith and for the furtherance of the Gospel; and in the autonomy of the local church free of any external authority or control (Matt. 16:18,19, 28:18-20; Acts 14:21-28, 20:17-35; Phil. 1:1; I Tim. 3:1-13; Titus 1:5-9).

(H) Church Ordinances. We hold that Believer's Baptism and the Lord's Supper are the Scriptural ordinances of obedience for the Church in this age. They are not to be regarded however, as a means of salvation, or as a means of grace by which special merit is obtained (Matt. 28:18-20; Acts 2:41, 42; Eph. 2:8, 9).

(I) Ministry and Spiritual Gifts. We believe that God is sovereign in the bestowal of spiritual gifts to believers. God uniquely uses evangelists, pastors and teachers to instruct believers regarding their Christian walk and service; and that believers have gifts differing according to the grace that He has given them for the work of the ministry (Rom. 12:3-8; Eph. 4:7,8,11-16).

(J) The Eternal State. We believe in the bodily resurrection of all mankind, the saved to eternal life, and the unsaved to judgment and everlasting punishment (Dan. 12:2; Matt. 25:46; John 5:28, 29, 11:25, 26; Rev. 20:12-15).

ARTICLE VI- MEMBERSHIP

Section 1. Members.

Membership of FBC Bloomfield shall consist of believers who have confessed a personal faith in Jesus Christ as Lord and Savior.

Section 2. New Members.

New members shall be received as candidates for full fellowship at FBC Bloomfield upon confession of faith in Jesus Christ as Lord and Savior before the congregation, followed by:

- A. Believer's baptism by immersion; or
- B. By letter of transfer from another scriptural church; or
- C. By testimony of faith, having been baptized by a scriptural church; or
- D. By testimony of faith, having been baptized by a scriptural church without terminating membership at the other scriptural church.

If not accomplished prior to A, B, C, or D above, this will be followed by Spiritual consultation with an individual, from the Ministerial Staff or Deacons, describing their faith in Jesus Christ and their conversion experience. The result of these steps will confirm the candidate's acceptance into FBC Bloomfield membership.

Section 3. Active Membership List.

- A. The names of new members shall be placed on the active list. To remain on this list, members shall show an active interest in FBC Bloomfield by attendance at meetings and services of FBC Bloomfield over the course of a one-year period.

B. The following shall be retained/placed on the active list regardless of whether or not they meet the foregoing qualification:

1. Those who because of age, infirmity, or sickness can no longer participate in the life of FBC Bloomfield;
2. Those who no longer reside in this area, but show interest and concern

Section 4. Inactive Membership List.

If an individual, classified as an active member, shall over the course of a one-year period fail to demonstrate an active interest in FBC Bloomfield as described in Section 3, that member's name shall be placed on the inactive list. Any member moving out of the area shall automatically be placed on this list if that member fails to show interest according to Section 3. Anyone, who expresses a desire to have his or her name placed under this heading, shall have the request granted.

Section 5. Voting Membership.

Voting members at Congregational meetings shall be considered as all active members of FBC Bloomfield, ages 14 and above. The Deacons are responsible for maintaining the active and inactive membership lists.

Section 6. Dismissal from FBC Bloomfield.

Dismissal from FBC Bloomfield shall be:

A. By death;

B. By request from another church for a letter of transfer;

C. By request of the member; or

D. Member Discipline.

It shall be the practice of FBC Bloomfield to emphasize to the members that every reasonable measure will be taken to assist any troubled member. The attitude of members toward one another shall be guided by a concern for redemption rather than punishment.

Should some serious condition exist which would cause a member to become a liability to the general welfare of FBC Bloomfield, the Senior Pastor and Deacons will take every reasonable measure to resolve the problem in accordance with the Gospel according to Matthew, Chapter 18. If it becomes necessary for FBC Bloomfield to take action to terminate a member, a vote in accordance with Article VIII Section 5.H. is required. All such proceedings shall be pervaded by a spirit of Christian kindness, forbearance, and prayer; and the member will be so notified of the action.

Any person whose membership has been terminated for any condition, which has made it necessary for FBC Bloomfield to exclude him/her, may upon his/her request be restored to membership by a vote of FBC Bloomfield upon evidence of his/her repentance and reformation.

ARTICLE VII – THE ORDINANCES

Section 1. Baptism.

The Ordinance of Baptism by immersion shall be administered by a member of the Ministerial staff of FBC Bloomfield. In the absence of the Ministerial staff, the Ordinance of Baptism by immersion shall be administered by a Deacon specified by the Deacons.

Section 2. The Lord's Supper.

The Ordinance of the Lord's Supper shall be observed monthly, or as often as the FBC Bloomfield congregation shall determine. The Ordinance of

the Lord's Supper is observed as "open communion" for all believers. The ordinance of the Lord's Supper shall be officiated by one of the ministers or Deacons of FBC Bloomfield. In the absence of the FBC Bloomfield minister(s), the FBC Bloomfield Deacons may designate another person to officiate over the ordinance of the Lord's Supper.

ARTICLE VIII – CHURCH GOVERNMENT AND PROCEDURE

Section 1. Church Government.

FBC Bloomfield is governed by its membership in accordance with Robert's Rules of Order and this Constitution. The Church Personnel, Policies and Procedures Handbook, maintained by the Church Council, provides supplemental information for any elected or appointed office.

Section 2. Meetings.

- A. The FBC Bloomfield Congregational meetings shall be held on Wednesday following the second Monday of February, May, August, and November. The Church Council may designate an alternate date if required with a minimum one-week notice.
- B. The Moderator, Senior Pastor, Deacons Chairperson, or the Trustees Chairperson may call special meetings. Notice of such meetings shall be given at least one week in advance of the meeting and the purpose shall be included in the notice.

Section 3. FBC Bloomfield Personnel, Policies and Procedures Handbook.

The latest revision of the Personnel, Policies and Procedures Handbook adopted by FBC Bloomfield, governs Church administration duties and responsibilities. Church staff and members shall refer to the handbook for

the specific administration, employment, relationships, benefits, and responsibilities of each staff member and church governing bodies/committees/elected officers. Changes to this handbook may be made as required and approved by a simple majority vote by FBC Bloomfield.

Section 4. Quorum.

A total of 20 voting members shall constitute a quorum for voting at all FBC Bloomfield Congregational meetings.

Section 5. Plurality.

A vote by secret ballot of active members present and voting shall be taken, with a two-thirds majority required for approval, when:

- A. Calling or dismissing *ministerial* staff.
- B. Amending the FBC Bloomfield Constitution.
- C. Property is transferred or acquired.
- D. Commencing to build.
- E. Approving the annual FBC Bloomfield budget.
- F. Approving expenditures for unbudgeted items exceeding \$5,000 or expenditures exceeding any budget line allocation by \$5,000.
- G. Allocating of undesignated funds received through bequest.
- H. Voting to dismiss an FBC Bloomfield member for disciplinary reasons.

ARTICLE IX - CHURCH STAFF

Section 1. The Senior Pastor.

A. Call and Term of Office. Upon recommendation of a Pulpit Committee, the Senior Pastor shall be called in accordance with Article VIII, Section 5.A of this document. The term of office shall be for an indefinite period of time and is subject to termination by either FBC Bloomfield or the Senior Pastor. The Senior Pastor's resignation shall be submitted at least 30 days prior to its effective date, or at such other time as is acceptable to the Church Council. FBC Bloomfield may require the Senior Pastor's resignation in accordance with Article VIII, Section 5.A. The Pulpit Committee shall not commence their duties in searching for a new Senior Pastor until a period of at least four months has elapsed since the departure of the previous Senior Pastor. This period of at least four months shall be used to evaluate needs and set goals.

B. Duties.

1. The Pastor's duties include supervision of other ministerial staff and the FBC Bloomfield Secretary; spiritual direction and advice to the FBC Bloomfield leadership and committees; and performance of preaching and pastoral daily duties as amplified in the FBC Bloomfield Personnel, Policies and Procedures Handbook. The Senior Pastor shall have the right to vote in Church Council, Missions Committee, Christian Education Committee, Memorial Fund Committee, and Worship and Music Committee meetings as well as the general FBC Bloomfield Congregational meetings.
2. The Church Council shall provide a general position description prior to the Senior Pastor's call.
3. The Church Council shall review these duties with the Senior Pastor upon his accepting the call and a minimum of annually, and update them in *the latest revision of* the FBC Bloomfield Personnel, Policies and Procedures Handbook.

C. Compensation, Benefits, and Leave.

1. Prior to the calling of the Senior Pastor, all matters of compensation, benefits, and leave shall be established and expressed clearly, in writing, to FBC Bloomfield congregation and to the Senior Pastor by the Resources Committee.

2. These factors shall be reviewed with the Senior Pastor by the Resources Committee and updated in *the latest revision* the FBC Bloomfield Personnel Policies and Procedures Handbook a minimum of annually.

D. Disability. Should disability occur, whereby the Senior Pastor could not perform his normal duties, the Senior Pastor shall retain the title and full compensation for a period not to exceed three months. After the maximum time allowed, the Resources Committee, in conjunction with the Deacons Committee, shall review all prevailing circumstances and recommend a proper course of action to the FBC Bloomfield congregation.

Section 2. Other Ministerial Staff.

A. Call and Term of Office. Upon notification by the Resources Committee that sufficient funding exists in the FBC Bloomfield budget and recommendation of a Search Committee, other ministerial staff shall be called in accordance with Article VIII, Section 5.A. of this document. The term of office shall be for an indefinite period of time and is subject to termination by either the staff member or FBC Bloomfield. The individual's resignation shall be submitted at least 30 days prior to its effective date, or at such other time as is acceptable to the Church Council. FBC Bloomfield may require the staff member's resignation in accordance with Article VIII, Section 5.A.

B. Duties.

1. The Church Council shall provide a general position description prior to the staff member's call. The position description shall be used as a

guideline by the Search Committee in deliberating with the prospective staff member.

2. The Church Council shall review these duties with the staff member upon his/her accepting the call and a minimum of annually, and update them in the FBC Bloomfield Personnel, Policies and Procedures Handbook.

C. Compensation, Benefits and Leave.

1. Prior to the call of the ministerial staff member, all matters of compensation, benefits and leave shall be established and expressed clearly in writing to the FBC Bloomfield congregation and to the prospective staff member by the Resources Committee.

2. These factors shall be reviewed with the staff member by the Resources Committee and updated in *the latest revision of* the FBC Bloomfield Personnel Policies and Procedures Handbook a minimum of annually.

D. Absence or Disability. Should an absence or disability occur whereby a ministerial staff member could not perform normal duties for an extended period of time, the Pastor and the Resources Committee shall review all prevailing Circumstances and recommend a proper course of action to the FBC Bloomfield congregation.

Section 3. Church Non-Ministerial Staff.

A. Call and Term of Office.

1. The Resources Committee shall advertise, interview, and hire the appropriate candidate for each position as directed by the Church Council. The term of office shall be for an indefinite period of time and is subject to termination by either the staff member or the Resources Committee.

2. The Resources Committee has the authority to delegate any specific hiring/termination duty to any board, committee or staff member of FBC Bloomfield. The Resources Committee may delegate this authority for any given hiring action after determining that sufficient funding exists in the FBC Bloomfield budget for the position. Any delegation of this authority shall be made known to the FBC Bloomfield congregation at the first Congregation meeting following the specific delegation.

The hiring/termination of the Bright Beginnings Ministry Staff will be filled by the Bright Beginnings Board directed by the FBC Bloomfield Church Council, after the Resources Committee has determined that there is sufficient funding for the position. A Director's resignation shall be submitted at least 30 days prior to its effective date, or at such other time as is acceptable to the hiring/termination authority.

B. Duties.

1. The Resources Committee, or their designated hiring authority, shall provide a general position description prior to the candidate being offered the position. The position description shall be used as a guideline in deliberating with the prospective staff member.

2. The Resources Committee, or their designated hiring authority, shall review the duties with the staff member and update them in the FBC Bloomfield Personnel, Policies and Procedures Handbook a minimum of annually.

C. Compensation, Benefits and Leave.

1. Prior to the call of the non-ministerial staff member, all matters of compensation, benefits and leave shall be established and expressed clearly in writing to the FBC Bloomfield congregation and to the prospective staff member by the hiring/termination authority.

2. These factors shall be reviewed with the staff member by the hiring/termination authority and updated in *the latest revision of* the

FBC Bloomfield Personnel Policies and Procedures Handbook a minimum of annually.

D. Absence or Disability. Should an absence or disability occur whereby a non-ministerial staff member could not perform normal duties for an extended period of time, the Pastor and the Resources Committee (with consultation from appropriate *Board/Committee(s)*) shall review all prevailing circumstances and recommend a proper course of action to the FBC Bloomfield congregation.

ARTICLE X - ELECTED OFFICERS

Section 1. General Information.

A. Election. The Nominating Committee shall nominate persons for all elective officer positions. Such nominations will normally be presented annually at the November *FBC Bloomfield* Congregational meeting. All elected officers must be active members of *FBC Bloomfield*.

B. Term of Office. Each elected officer shall serve for a period of one year, from January 1 to December 31, unless otherwise specified in this Constitution.

C. Vacancies. Vacancies shall be filled by the Nominating Committee and approved by FBC Bloomfield.

Section 2. Officers.

A. The Moderator. The Moderator shall preside at all Church Congregational meetings and is the chairperson of the Church Council. The Moderator shall have the right to attend any meeting of any FBC Bloomfield Board/Committee.

- B. The Church Clerk.** The Church Clerk shall record and preserve the minutes of all meetings of the Church, both regular and special. All records are to be typed and kept in order. The Clerk serves as a member of the Church Council and shall record and preserve minutes of these meetings also. The Clerk may receive instruction or direction from the Moderator or the Church Council, and is accountable to them.
- C. The Treasurer.** The Church Treasurer has the financial signatory authority for FBC Bloomfield; prepares payroll, pays bills, keeps financial records and prepares quarterly and annual financial reports; and is responsible to the Resources Committee.
- D. The Financial Secretary.** The Church Financial Secretary is responsible for receiving, counting, and depositing Church offerings; and is responsible to the Resources Committee. The Financial Secretary provides an annual receipt to donors.
- E. The Sunday School Superintendent.** The Superintendent shall be responsible for the supervision and direction of the entire Sunday School, including selection and appointment of teachers. The Superintendent is responsible for ordering and distributing teaching materials, and directing the planning of special Sunday School programs. The Superintendent is responsible to the Christian Education Committee.
- F. The Sunday School Secretary.** The Sunday School Secretary keeps accurate records of Sunday School attendance and offerings, prepares necessary reports for the Superintendent, records newcomers and withdrawals from Sunday School, and is accountable to the Superintendent.
- G. Assistants.** The Nominating Committee shall include nominations for Assistants to each of the elected offices. In the absence of the elected church officer, the assistant will assume the appropriate duties. Should

an office be vacated for any reason, the Assistant shall become the officer.

ARTICLE XI - CHURCH LEADERSHIP

Section 1. Deacons.

The Deacons are the Lay Spiritual Leaders of FBC Bloomfield working side by side with the Minister(s) in oversight of the spiritual life of FBC Bloomfield. The Deacons shall evaluate the ministers' performance each year. They shall discuss the results of the evaluation with each individual in a timely manner. During times of pastoral transition, the Deacons shall secure an interim Pastor. The Deacons shall be chaired by a lay member selected by the FBC Bloomfield Deacons.

Section 2. Church Council

The Church Council is the Administrative Leadership of FBC Bloomfield and shall be responsible for all administrative aspects of FBC Bloomfield's ministries. The FBC Bloomfield Church Council shall be chaired by the elected FBC Bloomfield Moderator.

Section 3. Resources Committee.

The Resources Committee shall be ultimately responsible for all financial management of FBC Bloomfield. The committee shall oversee hiring of all FBC Bloomfield staff ensuring that sufficient funding is included in the annual FBC Bloomfield budget to cover each position, and to regulate personnel matters for all salaried staff members including annual salary, benefits, and leave recommendations. The Resources Committee shall be chaired by a lay committee member selected from within the committee. The Resources Committee shall also include representatives from other

FBC Bloomfield boards and committees as specified in *the latest revision of* the FBC Bloomfield Personnel Policies and Procedures Handbook.

ARTICLE XII – ORGANIZATIONAL COMMITTEES

Section 1. Christian Education Committee.

The Christian Education Committee shall be responsible to the Deacons for the spiritual aspects, the Church Council for the administrative aspects, and the Resources Committee for the financial aspects of all educational and recreational programs at FBC Bloomfield. The Christian Education Committee shall be chaired by a lay committee member selected from within the committee.

Section 2. Trustees Committee.

The Trustees Committee shall be responsible to the Church Council to hold in trust all property of FBC Bloomfield to meet the needs of all FBC Bloomfield Committees. They shall be responsible to the Resources Committee for the financial aspects of the upkeep and management of the same. They shall not sell or encumber the real estate or other property of FBC Bloomfield unless authorized to do so under the stipulations of Article VIII, Section 4, of this document. The Trustees Committee shall be chaired by a lay committee member selected from within the committee.

Section 3. Memorial Fund Committee.

The Memorial Fund Committee shall be responsible to the Church Council for the general oversight of the memorial and bequest gifts. They shall be responsible to the Resources Committee for making decisions and taking action on investing money in the fund, and for expending the funds received as directed by the FBC Bloomfield congregation. The Memorial

Fund Committee shall be chaired by a lay committee member selected from within the committee.

Section 4. Nominating Committee.

The Nominating Committee shall be responsible to the Church Council for the nominating of qualified persons to fill all elective FBC Bloomfield officer, leadership, committee, and board positions other than those excluded by the latest revision of the FBC Bloomfield Personnel, Policies and Procedures Handbook. They shall also ensure that no person is elected to more than two positions on Boards, Committees, or Elected Officer positions; and that no person is elected as chairperson of more than one board/committee. If a person is elected to an FBC Bloomfield officer position they shall not be eligible to become a board/committee chairperson. The Nominating Committee shall be chaired by a lay committee member selected from within the committee.

Section 5. Pulpit Committee.

The Pulpit Committee shall be responsible to the Deacons for nominating a qualified person to fill the vacated office of FBC Bloomfield Senior Pastor. They shall begin their search duties following spending a minimum of four months conducting a needs assessment and setting FBC Bloomfield goals. They shall then begin the search and recommend prospective ministers to the Church after a full investigation has been made. The Pulpit Committee chair shall be chaired by a lay committee member selected from within the committee.

Section 6. Search Committee.

The Search Committee shall be responsible to the Church Council, functioning as an ad hoc committee to investigate and recommend to the Church persons to fill "Other Ministerial Staff" positions (Article IX, Section 2.) The Search Committee shall be responsible to the Resources

Committee for the financial negotiations while filling an Other Ministerial Staff position. The committee shall begin its duties following election by the Church and be responsible for conducting all negotiations with the prospective staff members following the guidelines set out by the Church Council. The Search Committee chair shall be chaired by a lay committee member selected from within the committee.

Section 7. Planning and Survey Committee.

The Planning and Survey Committee shall be responsible to the Church Council as an evaluation and recommendation committee relative to future building expansion and/or alteration. The committee shall begin its duties following election by the Church and be responsible for conducting all research, surveys, and planning following the guidelines set out by the Church Council. All resulting recommendations shall be presented to the FBC Bloomfield congregation. The Planning and Survey Committee chair shall be chaired by a lay committee member selected from within the committee.

Section 8. Other Committees.

Membership of other pertinent committees and/or delegates shall normally be nominated by the Nominating Committee annually and voted upon at the November Congregational meeting. Their respective duties shall be annually reviewed and chartered by the Church Council and detailed in the FBC Bloomfield Personnel, Policies and Procedures Handbook. Church Membership is not mandatory for these committees. Each of these Committees shall be chaired by a lay committee member selected from within that FBC Bloomfield Committee.

ARTICLE XIII - CHURCH MINISTRIES

Section 1. Bright Beginnings Ministry.

Ministry: The Bright Beginnings Ministry provides daycare services and learning opportunities for children in a Christian environment. The ministry includes a preschool for children 3 to 5 years of age providing them with foundational training in preparation for kindergarten.

Administration: The Bright Beginnings Board (BBB) administers the ministry and shall be responsible to the Deacons for its spiritual aspects, the Church Council for its administrative aspects, and the Resources Committee for its financial aspects. The BBB shall be chaired by a lay board member selected from within the Board.

Section 2. Food Pantry Ministry.

Ministry: The Food Pantry Ministry provides food to the needy in Bloomfield and the surrounding community. The ministry accomplishes this through daily food distributions and a special Christmas program.

Administration: The Food Pantry Board administers the ministry and shall be responsible to the Church Council. The Food Pantry Board shall be chaired by a lay board member selected from within the Board.

Section 3. Missions Ministry.

Ministry: The Missions Ministry provides aid to both local and extended communities by organizing activities such as youth projects to assist the community and mission trips for disaster relief around the country. The ministry also supports missionaries connected with FBC Bloomfield.

Administration: The Missions Board administers the ministry and is responsible to the Church Council for the FBC Bloomfield mission focus. The Missions Board shall be chaired by a lay board member selected from within the Board.

ARTICLE XIV – FINANCES

Section 1. Fiscal Year.

The fiscal year of FBC Bloomfield shall be the calendar year.

Section 2. Funds.

- A. Operating expenses of FBC Bloomfield shall be supported by voluntary contributions. Members of the Church are urged to contribute their financial support through tithes and offerings.
- B. Operating expenses of FBC Bloomfield may also be supported by directing charges to those utilizing a Ministry.
- C. All funds shall normally be dispensed in accordance with FBC Bloomfield budget allocations.
- D. The Church may establish special funds and solicit contributions thereof. Funds established for such purposes may not be used for other special funds. Excess funds may be transferred to the general fund and applied as the FBC Bloomfield congregation shall direct.
- E. Expenditures that are above budget line allocations, or for unbudgeted items, shall require approval of the Resources Committee. See Article VIII, Section 5.F. regarding expenditures exceeding \$5,000.

ARTICLE XV- AMENDMENTS

This Constitution may be revised or amended at any FBC Bloomfield Congregational meeting, provided two weeks notice is given, under the provision of Article VIII, Section 5.B., of this document.

