



LOVETTSVILLE
BAPTIST CHURCH

Constitution and Bylaws

17 August 2021

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CONSTITUTION

PREAMBLE

Since it pleased Almighty God, by his Holy Spirit, to call some of his servants to unite here in Lovettsville, Virginia, under the name Lovettsville Baptist Church, to worship God and to spread the gospel of Jesus Christ, we, the members of Lovettsville Baptist Church, adopt this constitution and bylaws as our articles of governance, to be interpreted at all times to reflect the character of Jesus Christ and bring him glory, as revealed in the Holy Bible and articulated in the statement of faith and covenant of this Church.

ARTICLE 1. NAME

This Church shall be known as Lovettsville Baptist Church (“Church”).

ARTICLE 2. INCORPORATION AND PURPOSES

Section 1. Incorporation

This Church shall be incorporated under the Virginia Nonstock Corporation Act

Section 2. Spiritual Purposes

This Church exists by the grace of God and for the glory of God, which shall be the ultimate purpose in all its activities.

This Church glorifies God: by loving him and obeying his commands through worshipping him, equipping the saints through Bible instruction and study, proclaiming the gospel of Jesus Christ through preaching and personal evangelism, and any other means consistent with the teachings of the Bible, encouraging, supporting, and participating in local, domestic, and international missions work, administering the ordinances of baptism and the Lord’s Supper, encouraging biblical fellowship among believers, serving other individuals, families, and churches by providing for physical, emotional, and spiritual needs, and encouraging fellow churches to biblical faithfulness and purity.

Section 3. Tax-Exempt Purposes

The Church is organized exclusively for religious, charitable, and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986 (or corresponding provision of any future United States Revenue Law).

Section 4. Prerogatives

The Church may engage in all legal activities to fulfill its non-profit purposes as a religious, educational, and charitable corporation.

ARTICLE 3. AFFILIATION

Lovettsville Baptist Church operates as an independent church with its own governance structure. To further its purposes, however, the Church may affiliate with any like-minded churches, associations, or denominations.

ARTICLE 4. STATEMENT OF FAITH

TOGETHER WITH THE CHURCH IN ALL AGES,

We believe in one God the Father Almighty, Maker of heaven and earth, and of all things visible and invisible.

And in one Lord Jesus Christ, the only-begotten Son of God, begotten of the Father before all worlds, God of God, Light of Light, very God of very God, begotten, not made, being of one substance with the Father, by whom all things were made, who, for us humans and for our salvation, came down from heaven, and was incarnate by the Holy Spirit of the virgin Mary, and was made man, and was crucified also for us under Pontius Pilate; he suffered death and was buried, and the third day he rose again, according to the Scriptures, and ascended into heaven, and sits on the right hand of the Father, and he shall come again, with glory, to judge the living and the dead; whose kingdom shall have no end.

And we believe in the Holy Spirit, the Lord and Giver of Life, who proceeds from the Father and the Son, who with the Father and the Son together is worshiped and glorified, who spoke by the prophets. And we believe in one holy universal and apostolic church.

We acknowledge one baptism for the remission of sins, and we look for the resurrection of the dead, and the life of the world to come.

FURTHERMORE,

The Scriptures

We believe that the Holy Bible is the Word of God, written by men inspired by the Holy Spirit, and reveals without error the only way of salvation, the principles by which God will judge the world, and all truths necessary for us to live for his glory. It will remain, to the end of time, the supreme standard and final authority by which all matters of life and doctrine are to be tested.

The True God

We believe that there is only one true and living God. He is the Creator, Sustainer, and Ruler of heaven and earth. He is perfect in holiness, infinite in all his perfections, and worthy of all possible honor, trust, and love. He exists eternally within one Godhead as three persons: the Father, the Son, and the Holy Spirit. They are equal in every divine perfection yet carry out distinct but harmonious offices in the great work of redemption.

Humanity and the Fall

We believe that God created human beings, male and female, in his own image to serve as God's agents to care for, manage, and govern creation, living in holy and devoted fellowship with their Maker. However, by choosing to disobey, humanity fell from that holy and happy state. As a result, all human beings are now sinners, not by external compulsion but by choice. They, by nature, entirely lack the holiness that is required by the law of God and are actively inclined to evil. Therefore, they are under just condemnation to a sentence of eternal ruin, without defense or excuse.

The Way of Salvation

We believe the salvation of God's people is completely by grace, through the mediatorial offices of the Son of God. By the appointment of the Father, he freely took to himself our nature, but without sin. He honored the divine law by his personal obedience and made a full atonement for our sins by his substitutionary death. He rose from the dead and is now enthroned in heaven. Jesus, the Son, unites in his wonderful person the tenderest sympathies with divine perfections and, as such, is qualified in every way to be a suitable, compassionate, and all-sufficient Savior.

Justification

We believe that justification is the free gift by which those who believe in Christ are declared righteous. It includes the pardon of sin, and the promise of eternal life on the basis of Christ's shed blood and His righteousness imputed to us. It is given freely by God, not in consideration of any works of righteousness which we have done, but solely through faith in the atoning work of Christ. It brings us into peace and favor with God and secures every spiritual blessing for time and eternity.

The Freeness of Salvation

We believe that salvation is offered freely to all in the gospel, and that it is the immediate duty of all to accept the gospel by a humble, penitent, and obedient faith. There is nothing that prevents the salvation of the greatest sinner on earth but his own depravity and voluntary rejection of the gospel, which results in his just condemnation.

Grace in Regeneration

We believe sinners must be regenerated, or born again, to be saved. Regeneration consists of God's gift of a holy inclination to the mind. It is accomplished in a way that is beyond our comprehension. It is carried out by the power of the Holy Spirit using divine truth to obtain our voluntary obedience to the gospel. The proper evidence of regeneration appears in the holy fruits of repentance, faith, and newness of life.

Repentance and Faith

We believe that repentance and faith are sacred duties brought about in our souls by the Holy Spirit in regeneration, whereby being deeply convinced of our guilt, danger and helplessness, and of the way of salvation by Christ, we turn to God with true sorrow, confession and pleas for mercy. At the same time, we receive and trust the Lord Jesus Christ as the only and all-sufficient Savior and thereafter look to him as our Prophet, Priest, and King.

God's Purpose of Grace

We believe that election is the eternal purpose of God, according to which he graciously regenerates, sanctifies, and saves sinners. Being perfectly consistent with the free agency of man, election includes all the means in connection with the end of salvation. It is a most glorious display of God's sovereign goodness, being infinitely free, wise, holy, and unchangeable. It utterly excludes boasting, and promotes humility, gratitude, praise, love, trust in God, and active imitation of his free mercy, and is the foundation of Christian assurance.

Sanctification

We believe sanctification is the process by which we are made partakers of God's holiness, according to his purpose. Sanctification is a progressive work. It begins in regeneration and continues in the hearts of believers by the presence and power of the Holy Spirit and by God's appointed means. These means include the word of God, self-examination, self-denial, watchfulness, prayer, and the oversight and fellowship of a local church.

The Perseverance of the Saints

We believe all genuine believers endure to the end. Their persevering obedience to Christ and attachment to his people are the primary marks distinguishing them from superficial professors. A special providence watches over their welfare, and they are kept by the power of God through faith to salvation.

The Harmony of the Law and the Gospel

We believe the law of God is the eternal and unchangeable rule of his moral governance. It is holy, just, and good. Fallen human beings are unable to fulfill the precepts of the law, which the Scriptures attribute entirely to their love of sin. A chief purpose of the gospel is to deliver people from this love and to restore them, through a mediator, to a sincere obedience to the holy law. The visible Church's means of grace share this great purpose.

The Church

We believe a visible church of Christ is a congregation of baptized believers, joined together by covenant in the faith and fellowship of the gospel. A visible church observes the ordinances of Christ, submits to his laws, and exercises the gifts, rights, and privileges invested in them by his word. The only scriptural officers of the church are Elders (also called Overseers or Pastors) and Deacons, whose qualifications and duties are defined in the epistles to Timothy and to Titus.

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, and the Son, and the Holy Spirit. This demonstrates, in a solemn and beautiful emblem, our faith in the crucified, buried, and risen Savior, with its effect in our death to sin and resurrection to a new life. We likewise believe that the Lord's Supper is an act of obedience whereby Christians eat of the bread and drink of the cup to commemorate Christ's death, to confirm the faith and other graces of Christians, and to be a bond, pledge, and renewal of their communion with him and with the Church.

The Lord's Day

We believe the first day of the week is the Lord's Day. It is a Christian institution for regular observance. It commemorates the resurrection of Christ from the dead and points to the rest that awaits the people of God. It should include exercises of worship and spiritual devotion, both public and private. Activities on the Lord's Day should be commensurate with the Christian's conscience under the lordship of Jesus Christ.

Civil Government

We believe civil government exists by divine appointment for the benefit and good order of human society. Government officials are to be prayed for, conscientiously honored, and obeyed. The principle exception is for matters contrary to the will of our Lord Jesus Christ, who is the only Lord of the conscience, and the Prince of the kings of the earth.

The World to Come

We believe in the personal, glorious, and bodily return of our Lord Jesus Christ from heaven, who will raise the dead from the grave, and will bring both the living and the dead into final judgment. We believe that a solemn separation will then take place, that the wicked will be judged and sentenced to endless conscious punishment, that the righteous will enter into endless joy, and that this judgment will forever fix the final state of men in heaven or hell, on principles of righteousness. Those belonging to Christ will have eternal life in the new heavens and the new earth, and will dwell forever with God in righteousness, peace, and joy to the glory of God.

Marriage & Family

We believe that marriage is the uniting of one man and one woman in covenant commitment for a lifetime, and this reflects the union between Christ and his Church. The husband is to gently lead and sacrificially love his wife as Christ loved the Church, and the wife is to graciously submit herself to her husband as the Church willingly submits to Christ. We believe that children bear the image of God from the moment of conception and are a blessing and inheritance from the Lord. Parents are to patiently lead their children in the ways of Christ by intentional instruction, gracious discipline, and consistent example based on biblical truth. Children are to honor and obey their parents for the glory of God and their ultimate good.

ARTICLE 5. CHURCH COVENANT

Having, as we trust, been brought by divine grace to repent and believe in the Lord Jesus Christ and to give up ourselves to him, and having been baptized upon our profession of faith, in the name of the Father and of the Son and the Holy Spirit, we do now, relying on His gracious aid, solemnly and joyfully covenant with each other.

We will work and pray for the unity of the Spirit and the bond of peace.

We will regularly attend the Church's gatherings and faithfully pray for one another.

We will show Christian love, affectionate care, and genuine forgiveness toward each other.

We will rejoice at each other's happiness and bear each other's burdens and sorrows.

We will encourage, admonish, and exhibit watchfulness over one another with wisdom and humility.

We will gladly cooperate with and submit ourselves to the Elders of this Church for the care of our souls, which is for our good.

We will work together to maintain a faithful gospel witness in our worship, ordinances, discipline, and doctrines.

We will contribute cheerfully and regularly to the expenses of the Church, the needs of our neighbors, and the spread of the gospel around the world.

We will endeavor to raise the children under our care in the nurture and admonition of the Lord and by a pure and loving example to seek the salvation of our family and friends.

We will proclaim the gospel in our homes and neighborhoods in whatever way the Lord enables us and seek to further this Church's efforts to take the Gospel to all nations.

If we leave this congregation, we will join another gospel-preaching Church as soon as possible where we can carry out the spirit of this covenant and the principles of God's Word.

May the grace of the Lord Jesus Christ, and the love of God, and the fellowship of the Holy Spirit be with us all. Amen.

ARTICLE 6. AMENDMENTS

This Constitution may be amended upon recommendation of the Elders and a three-fourths (3/4) vote of the members present and voting at a duly called and noticed meeting of the membership, provided the proposed amendment has been provided in writing to the membership at a previous membership meeting and announced no less than two (2) weeks before the meeting.

BYLAWS

ARTICLE 1. MEMBERSHIP

Section 1. Qualifications

Members of this Church shall be believers in Jesus Christ who:

- A. Give evidence of regeneration;
- B. Have been baptized as believers in obedience to Christ;
- C. Hold the doctrines of our Church as expressed in the statement of faith; and
- D. Promise in writing to keep the commitments expressed in the Church Covenant.

Section 2. Admission

- A. To be admitted into Church membership, candidates shall be recommended by the Elders for admission and accepted by a simple majority vote of the members present at any regular or special meeting of the members.
- B. Upon admission, all candidates shall relinquish their membership in any other Churches.

Section 3. Duties and Privileges

Members shall be expected to participate actively in the life of the Church by:

- A. In accordance with the duties enumerated in the Church Covenant, each member shall be privileged and expected to participate in life of the Church, by regularly attending its Lord's Day meetings, faithfully observing the ordinances of baptism and the Lord's Supper, submitting to its discipline and instruction, attending its members' meetings, voting on the Church's governing documents and all other matters submitted to the congregation at members' meetings, contributing to the Church's ministry with the gifts, time, and resources each has received from God.
- B. Only members shall lead the ministries of the Church; non-members may serve on an ad hoc basis with the approval of the Elders. Nevertheless, non-members may serve the Church for purposes of administration and professional consultation.
- C. No member of this Church, nor any officer, shall by virtue of such membership, office, or position, incur or be subject to personal liability to any extent for any indebtedness, obligations, acts, or omissions of this Church Corporation.

- D. All persons under the age of eighteen (18) received into the membership of the Church will not be allowed to vote in congregational meetings, nor will they be eligible for election to or service in any office of leadership within the Church.

Section 4. Church Discipline

- A. Church discipline is the process of correcting sin in the life of the congregation and its members. This can mean anything from correcting sin through a private word of admonition all the way to any member consistently neglectful of his or her duties as embodied in the Church Covenant or the Constitution and Bylaws, or guilty of conduct by which the name of our Lord Jesus Christ may be dishonored, and so opposing the welfare of the Church, being subject to Church discipline according to the instructions found in Matthew 18:15–17, 2 Thessalonians 3:14-15, 1 Timothy 5:19-20, and 1 Corinthians 5:4-5, which can result in admonition, removal from office, and excommunication.
- B. If private efforts are taken to bring about the member’s repentance and reconciliation yet are unsuccessful, or if private efforts are deemed inappropriate in light of the circumstances, one or more members or Elders shall bring the matter to the attention of the Elder Board. The Elders shall review and investigate the matter. After prayer and deliberation, the Elders may (a) dismiss the matter, (b) take disciplinary action (other than termination of membership, which may only be affected by a vote of the members), or (c) submit the matter (with or without a recommendation for action) to the members at a regular or special meeting for either consideration or a decision. If the Elders fail or refuse to act on the matter, the members may bring it up for consideration or a vote at a special members’ meeting.
- C. Members who have been excommunicated by the Church shall be restored to full membership privileges according to the spirit of 2 Corinthians 2:7-8 when their conduct is judged by the Elders and a vote of the membership to be in accordance with the Statement of Faith, Church Covenant, and biblical repentance.
- D. The purposes of such discipline should be:
1. For the repentance, reconciliation, and spiritual growth of the individual; See Proverbs 15:5, 29:15; 1 Corinthians 4:14; Ephesians 6:4; 1 Timothy 3:4–5; Hebrews 12:1–11; Psalm 119:115, 141:5; Proverbs 17:10, 25:12, 27:5; Ecclesiastes 7:5; Matthew 7:26–27, 18:15–17; Luke 17:3; Acts 2:40; 1 Corinthians 5:5; Galatians 6:1–5; 2 Thessalonians 3:6, 14–15; 1 Timothy 1:20; Titus 1:13–14; James 1:22.
 2. For the instruction in righteousness and good of other Christians, as an example to them; See Proverbs 13:20; Romans 15:14; 1 Corinthians 5:11, 15:33; Colossians

3:16; 1 Thessalonians 5:14 [NB: this is written to the whole Church, not just to leaders]; 1 Timothy 5:20; Titus 1:11; Hebrews 10:24–25.

3. For the purity of the Church as a whole; See 1 Corinthians 5:6–7; 2 Corinthians 13:10; Ephesians 5:27; 2 John 10; Jude 24; Revelation 21:2. For the good of our corporate witness to non-Christians; See Proverbs 28:7; Matthew 5:13–16; John 13:35; Acts 5:1–14; Ephesians 5:11; 1 Timothy 3:7; 2 Peter 2:2; 1 John 3:10.
4. Supremely for the glory of God by reflecting His holy character. See Deuteronomy 5:11; 1 Kings 11:2; 2 Chronicles 19:2; Ezra 6:21; Nehemiah 9:2; Isaiah 52:11; Ezekiel 36:20; Matthew 5:16; John 15:8, 18:17, 25; Romans 2:24, 15:5–6; 2 Corinthians 6:14–7:1; Ephesians 1:4, 5:27; 1 Peter 2:12.

Section 5. Termination

- A. The Church shall recognize the termination of a person’s membership following his or her death or apostasy and may do so following his or her voluntary resignation with intent to join another gospel-preaching Church.
- B. The Church shall have authority to refuse a member’s voluntary resignation or transfer of membership to another Church, either for the purpose of proceeding with Church discipline, or for any other reason the Church deems necessary or prudent.
- C. A member shall be removed from membership as a matter of Church discipline upon the recommendation of the Elders and a two-thirds (2/3) majority vote of the members present and voting on the question at any members’ meeting.

ARTICLE 2. WORSHIP SERVICES AND MEETINGS

Section 1. Worship Services

The Church shall meet together for public worship each Lord’s Day and at other times throughout the week as the Church may determine.

Section 2. Members’ Meetings

- A. Under Christ, this congregation is governed by its members. Therefore, it is the privilege and responsibility of members to attend members’ meetings and vote on such matters as may be submitted to a vote.
- B. In every meeting together, members shall act in a spirit of mutual trust, openness, and loving consideration, which is appropriate within the body of our Lord Jesus Christ.

- C. The Church shall hold a regular members' meeting at least quarterly, without displacing the regular gathering of the Church on the Lord's Day.
- D. The Church, duly assembled in a members' meeting, shall be responsible to elect and remove Elders, Deacons/Deaconesses, and other officers, receive applicants into membership, recognize that membership has been terminated by death, apostasy, or voluntary resignation, exercise Church discipline, approve an annual budget, hear reports from the Elders and, from time to time, the various Deacons/Deaconesses, and take any other action it deems necessary or desirable.
- E. The Elders, whenever they deem it necessary, or within thirty (30) days of receiving a written request signed by ten percent of the membership, shall call a special members' meeting.
- F. No members' meeting shall be held unless the date, time, and place of the meeting has been announced at every public meeting of the Church for at least a week immediately before the members' meeting in question.
- G. An Elder designated by the Board of Elders shall preside as moderator at all members' meetings.
- H. Provided all constitutional provisions for notification have been met, a quorum shall be understood to be met by those members present. Unless otherwise provided in the Constitution or Bylaws, matters presented to the members for vote shall be decided by a simple majority vote of the members present at the members' meeting.
- I. Only the votes of members present shall determine whether the requisite majority is obtained. Abstentions shall not be counted as votes. Voting by proxy or absentee ballot is not permitted.
- J. Voting shall be by voice vote or by show of hands as determined by the moderator; provided, however, if a voice vote is taken, and there are any dissenting votes, a show of hands shall be required. When deemed necessary by the Elders, a vote by secret ballot shall be permitted.

ARTICLE 3. BOARD OF DIRECTORS

Section 1. Board of Directors Composition, Qualifications, Duties, Selection, Term, and Committees

- A. **Composition.** The Board of Directors shall be composed of the Elders. The terms Directors and Elders may be used interchangeably.
- B. **Number.** The number of Directors shall be the same as the number of Elders.
- C. **Qualifications.** Directors shall meet the qualifications of Elders as prescribed in these Bylaws.
- D. **Duties.** The Board shall fulfill the fiduciary duties of loyalty, care, and obedience in overseeing the corporate affairs of the Church.
- E. **Selection and Term.** Directors shall be selected and serve terms concurrent with the selection process and terms served as Elders.

Section 2. Board Meetings, Notice, and Action

- A. **Regular Meetings.** The Board shall one (1) time per year to conduct the necessary corporate business of the Church as required by the Virginia Nonstock Corporation Act.
- B. **Call.** The President or Secretary may call a special meeting of the Board.
- C. **Notice of Regular Meeting.** Notice of a regular meeting of the Board shall be provided no less than fourteen (14) days before the meeting and no more than thirty (30) days before the meeting via electronic communication or first-class mail.
- D. **Notice of Special Meeting.** Notice of a special meeting of the Board shall be provided in writing no less two (2) days and no more than seven (7) days before the meeting via electronic communication or first-class mail. The notice requirement may be waived by a unanimous vote, provided all Directors in office are present at the meeting either in person or pursuant to Section 2(G) of this Article.
- E. **Quorum.** A majority of Directors present shall constitute a quorum.
- F. **Percentage Required to Approve Action.** To be approved, all action by the Board of Directors must receive a simple majority vote, unless otherwise prescribed in these Bylaws.

G. Meetings by Electronic Means. The Board may also hold meetings by means of a remote electronic communications system, including video or telephone conferencing technology or the Internet, or any combination, only if each person entitled to participate in the meeting consents to the meeting being held by means of that system, and the system provides access to the meeting in a manner or using a method by which each person participating in the meeting can communicate concurrently with each other participant. Participation in such a meeting shall constitute presence in person at such meeting, except participation for the express purpose of objecting to the transaction of any business on the grounds that the meeting is not lawfully called or convened.

H. Action Without a Meeting. The Board may approve a resolution or action via electronic mail or the like, provided the motion is clearly articulated in the email and receives an affirmative vote from all Directors in office. The vote shall be recorded in the minutes of the next regular or special meeting of the Board.

Section 3. Removal, Resignation, and Vacancy of Directors

- A. Removal.** A person shall be removed as a Director simultaneously and through the same process as the person is removed as an Elder.
- B. Resignation.** Any Director may resign by submitting a written letter of resignation to the Lead Pastor and/or Secretary.
- C. Vacancy.** In the event of a vacancy by removal, death, or resignation, such a vacancy may be filled by the selection process prescribed in these Bylaws. The Board shall determine when such a vacancy shall be filled if there is a sufficient number of remaining Directors.
- D. Chairman.** The Lead Pastor shall serve as Chairman of the Board.

Section 4. Compensation

Directors shall receive no compensation for their service on the Board.

Section 5. Confidentiality

Each Director shall execute a confidentiality agreement upon being voted onto and accepting appointment to the Board and an annual confidentiality agreement thereafter.

ARTICLE 4. GOVERNMENT

Section 1. Offices

The biblical offices in the Church shall be Elders and Deacons, but final earthly authority is vested in the assembled congregation. In addition, our Church recognizes the administrative positions under this constitution of Secretary and Treasurer, who need not be Elders or Deacons. All officers must be members of this Church prior to assuming their responsibilities.

Section 2. Elders

- A. Subject to the will of the congregation, the Elders shall oversee the ministry and resources of the Church.
- B. The Board of Elders shall be composed of men who satisfy the qualifications set forth in 1 Timothy 3:1-7 and Titus 1:6-9.
- C. In keeping with the principles set forth in Acts 6:1–6 and 1 Peter 5:1–4, the Elders shall devote their time to prayer, the ministry of the Word (by teaching and encouraging sound doctrine), and shepherding God’s flock.
- D. The Elders shall take particular responsibility to examine and instruct prospective members, examine and recommend all prospective candidates for offices and positions, oversee the work of the Deacons and appointed Church agents and committees, conduct worship services and other ceremonies including funerals and weddings, administer the ordinances of baptism and communion, equip the membership for the work of the ministry, encourage sound doctrine and practice, admonish and correct error, oversee the process of Church discipline, coordinate and promote the ministries of the Church, and mobilize the Church for world missions.
- E. Annually, after consulting with the Deacons, Deaconesses, and members of the Church, the Elders shall present to the Church an itemized budget. This budget shall be presented for discussion at a specially called meeting and moved to a vote on the budget as a whole at the following members’ meeting. No money shall be solicited by or on behalf of the Church or any of its ministries without the approval of the Elders.
- F. No Elder may hold the Office of Deacon during his tenure.
- G. Elders shall be recognized as follows: The Elders may present the name of a nominee (or nominees) to the Church at any regular members’ meeting. For at least a month, the Church shall consider whether the nominee is (or nominees are) qualified. Any member intending to vote against a nominee should express his or her objection to at least one (1) Elder as early as possible before the vote. Once at least a month has passed, the Elders

may move the nomination(s) to a vote at a regular members' meeting. The members shall vote on nominees one at a time. The moderator or his delegates shall count the votes, and any nominee immediately shall become an Elder who receives the approval of at least three-fourths of the members present and voting on his nomination. In due haste after the vote, the Church shall publicly recognize and set apart all such newly approved Elders.

- H. With the exception of the Preaching Elder (also called the Lead Pastor) and Associate Pastor, Elders shall be reaffirmed by vote of the Church triennially and having served two (2) consecutive three-year terms, shall not be eligible for reelection for one (1) year. Neither a Lead Pastor nor an Associate Pastor shall be subject to any term limit.
- I. The Elders shall be comprised of not less than three (3) men, assuming men who meet the qualifications presented by Paul to Timothy and Titus can be found
- J. An Elder shall be removed from office upon the vote of three-fourths (3/4) of the members present and voting on the question at any members' meeting. Any such action shall be done in accordance with the instructions in Matthew 18:15-17 and 1 Timothy 5:17-21.

Section 3. Deacons

- A. Particular service to the Church shall be provided by Deacons/Deaconesses, who will vary in number depending on the needs of the Church, and who shall satisfy the qualifications in 1 Timothy 3:8-13.
- B. The Deacons/Deaconesses shall not meet together regularly as a body. Each Diaconate position shall serve a particular need of the Church and shall be created or dissolved upon the recommendation of the Elders and the later agreement of a majority of the members present and voting on the question at any members' meeting.
- C. Deacons/Deaconesses shall be recognized as follows: The Elders may present the name of a nominee (or nominees) to the Church at any regular members' meeting. For at least a month, the Church shall consider whether the nominee is (or nominees are) qualified. Any member intending to vote against a nominee should express his or her objection to at least one Elder as early as possible before the vote. Once at least a month has passed, the Elders may move the nomination(s) to a vote at a regular members' meeting. The members shall vote on nominees one at a time. The moderator or his delegates shall count the votes, and any nominee immediately shall become a Deacon (or Deaconess) who receives the approval of at least two-thirds (2/3) of the members present and voting on his (or her) nomination. In due haste after the vote, the Church shall publicly recognize and set apart all such newly approved Deacons.

- D. Deacons/Deaconesses shall be elected to one term lasting for a maximum of three (3) years and, after serving two (2) consecutive terms, shall not be eligible for reelection for one (1) year.
- E. In keeping with the principles in Acts 6:1-6, Deacons/Deaconesses shall not exercise spiritual authority but shall enable the Elders to devote themselves to prayer and to the ministry of the word, work to maintain the unity of the Church, and care for the physical needs of the Church.
- F. The Church may recognize Deacons/Deaconesses to take responsibility to care for the temporal needs of members, attend to the accommodations for public worship, and encourage, support, and mobilize those able to help others and those with gifts of administration.
- G. The Deacons and Deaconesses shall receive, hold, and disburse, upon approval from at least two (2) Elders, a fund for benevolence, reporting on its use to the Elders at their request, and reporting to the Church only its total receipts and total disbursements.
- H. The Deacons and Deaconesses, with the agreement of the Elders, may establish unpaid administrative positions or committees of members to assist them in fulfilling their responsibilities in the Church.
- I. A Deacon/Deaconess may be removed from office upon the recommendation of the Elders and a two-thirds majority vote of the members present and voting on the question at any members' meeting.

ARTICLE 5. PASTORAL STAFF

Section 1. The Parity of Elders

- A. In the New Testament, the Office of Elder is given to exercise spiritual care, oversight, and authority over the local Church. Elders are also called Overseers (or Bishops) and Pastors, and all Elders possess equal authority in their spiritual oversight of the Church. However, it may be wise to bring some Elders into the employ of the Church so that they may devote more of their time to the work of ministry. Such Elders are assigned the titles of Lead Pastor and Associate Pastor. These titles serve 1) to indicate the different roles of Elders in the employ of the Church and 2) to show the structure of supervision within the Church's staff. Therefore, while the Biblical titles of Elder and Pastor are synonymous with respect to spiritual authority and responsibility, the title of 'Pastor' in the following sections describes Elders in the employ of the Church in order more clearly to define their roles. A vote to call a man to serve in the position of Lead or Associate Pastor may be certified by the Elders as an ordination to ministry at Lovettsville Baptist Church.

Section 2. The Lead Pastor

- A. Primary responsibility for preaching and teaching the Scriptures in public meetings of the Church will be vested in the Lead Pastor. If the Lead Pastor is absent or incapacitated, the Elders shall assume responsibility for his duties, any of which may be delegated to someone biblically qualified to perform such duties.
- B. The Lead Pastor shall be selected as follows: The Elders shall present the name of one nominee to the position at a regular members meeting. For at least a month, the Church shall consider the nominee's gifts in preaching and teaching, his commitment to minister personally to the members of this Church, and his wholehearted assent to the statement of faith and Church covenant. Any member intending to vote against a nominee should express his or her objection to at least one Elder as early as possible before the vote. Once at least a month has passed, the Elders may move the nomination to a vote at a regular members' meeting. The moderator or his delegates shall count the votes, and if the nominee receives the approval of at least three-fourths (3/4) of the members present and voting on his nomination, he shall immediately be the Lead Pastor (and, if he is not yet an Elder and member, also an Elder and member). In a reasonable time after the vote, the Church shall publicly recognize and set apart the Lead Pastor.
- C. The Lead Pastor shall meet all the qualifications and hold all the rights and responsibilities of a Church member. He shall meet all the qualifications and hold all the duties and responsibilities of an Elder. In terms of formal authority, there shall be no distinction between an Elder and the Lead Pastor.
- D. The Lead Pastor shall not be subject to any term limit.
- E. The Lead Pastor shall be removed from office upon a three-fourths (3/4) majority vote of the members present and voting on the question at any members' meeting. Any such action shall be done in accordance with the instructions in Matthew 18:15-17 and 1 Timothy 5:17-21.

Section 3. Associate Pastor

- A. The Church may select additional Pastors whose relationship to the Lead Pastor is that of Associate.
- B. An Associate Pastor shall be elected in the same manner as the Lead Pastor. He shall assist the Lead Pastor in the performance of his regular duties and shall perform any other duties as usually pertain to the Office of Pastor, or as set forth in the Constitution, or which may be specifically assigned to him by the Elders.
- C. An Associate Pastor shall meet all the qualifications and hold all the rights and responsibilities of a Church member. He shall meet all the qualifications and hold all the

rights and responsibilities of an Elder. In terms of formal authority, there shall be no distinction between an Elder and an Associate Pastor. He shall perform the duties of an Elder and shall be recognized by the Church as particularly gifted and called to the fulltime ministry of preaching, teaching and equipping.

- D. An Associate Pastor shall not be subject to any term limit and shall be removed from office in the same manner as the Lead Pastor.

Section 4. Pastoral Assistant

- A. The Church may hire additional staff to assist with pastoral ministries of the Church, upon the recommendation of the Elders and the subsequent agreement of a majority of the members present and voting on the question at any members' meeting. Such individuals shall be designated as Pastoral Assistants. These individuals shall not be Elders, unless they are recognized as Elders by the congregation in accordance with Article 3, Section 2. The Lead Pastor shall assign the responsibilities of the Pastoral Assistant(s). They shall serve at the will of the Church for a term of one year, though that term may be extended with the recommendation of the Elders and approval of the Church

Section 5. Interns

The Church may create or dissolve paid internships to assist with the ministries of the Church upon the recommendation of the Elders and the subsequent agreement of a majority of the members present and voting on the question at any members' meeting. These individuals shall not be Elders, unless they are recognized as Elders by the congregation in accordance with Article 3, Section 2. Interns shall serve under the supervision of the Lead Pastor.

ARTICLE 6. CORPORATE OFFICERS

Section 1. General

There shall be a President, Secretary, and Treasurer.

Section 2. President

- A. **Selection.** The Lead Pastor shall serve as President for so long as he serves as Lead Pastor of the Church.
- B. **Duties.** The president shall oversee the daily operations of the Church.
- C. **Vacancy.** In the event of a vacancy, the Board may elect an Interim President by a simple majority vote of the Board present and voting at a duly called and noticed meeting.

Section 3. Secretary

- A. **Selection.** The Elders shall select from among themselves an Elder to serve as Secretary by a simple majority vote of Elders present and voting at a duly called and noticed meeting of the Board.
- B. **Term.** The Secretary shall serve a term of one (1) year.
- C. **Duties.** The Secretary shall maintain all corporate documents, including minutes of all meetings. The Board of Directors may develop a more extensive job description for the Secretary.
- D. **Removal.** The Secretary may be removed by a two-thirds majority vote of the Elders present and voting at any duly called and noticed meeting of the Board.
- E. **Vacancy.** Any vacancy in this office shall be filled according to the selection process prescribed in this Section.

Section 4. Treasurer

- A. **Selection.** The Treasurer shall be recommended by the Elders and approved by a two-thirds majority vote of the members present and voting at any duly called and noticed membership meeting. The Treasurer is not required to be an Elder but shall be a member of the Church.
- B. **Duties.** The Treasurer shall oversee all the finances of the Church, including but not limited to the provision of receipts to donors, the provision of reports to the Board, and the maintenance of all appropriate financial records.
- C. **Assistance.** The Board may appoint other persons or hire such professionals as needed to assist the Treasurer in completing the above-described duties.
- D. **Removal.** The Treasurer may be removed upon the recommendation of the Elders and a two-thirds majority vote of the members present and voting at any duly called and noticed membership meeting.
- F. **Vacancy.** Any vacancy in this office shall be filled according to the selection process prescribed in this Section.

ARTICLE 7. DISPUTE RESOLUTION

- A. Believing that the Bible commands Christians to make every effort to live at peace and to resolve disputes with each other in private or within the Christian Church (see, e.g., Matt. 18:15-20; 1 Cor. 6:1-8), the Church shall urge its members to resolve conflict among themselves according to biblically based principles, without resorting to the civil courts.
- B. In the case of alleged criminal behavior, it may be appropriate to resolve conflict in the criminal courts, not least because such alleged criminal behavior may in some cases legally be required to be reported to the government authorities (see Romans 13:3-4.)
- C. Consistent with its call to peacemaking, the Church shall encourage members to use biblical principles and avoid lawsuits to resolve disputes among themselves and with those outside the Church—including believers and unbelievers, and individuals and corporations. The Elders may adopt policies and procedures to encourage the Church to live up to these aspirations.

ARTICLE 8. NONPROFIT STATUS

Section 1. Private Inurement

No part of the net earnings of the Church shall inure to the benefit of, or be distributable to, its members, trustees, officers, or other private persons, except that the Church shall be authorized and empowered to pay reasonable compensation for the services rendered and to make payments and distribution in furtherance of the purposes set forth in Article 1, Section 2 hereof.

Section 2. Political Involvement

No substantial part of the activities of the Church shall be the carrying on of propaganda or otherwise attempting to influence legislation. The Church shall not participate in or intervene in (including publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

ARTICLE 9. THE CHURCH AS EMPLOYER

Section 1. At Will Employment

The Church is an at will employer and has the right to terminate any employee at any time, pursuant to the requirements of these Bylaws and the laws of the United States and the Commonwealth of Virginia. Any document to the contrary is superseded by this Bylaw.

Section 2. Religious Employer

The Church is a religious employer and deems every employee necessary to fulfill its religious purposes. Every employee is required to adhere to the Church's Statement of Faith and moral teachings.

ARTICLE 10. FINANCES

Section 1. General

All funds for the maintenance of the Church shall be provided by the voluntary contributions, tithes, and offerings of the members and friends of the Church, as well as income from all other legal sources that do not jeopardize the Church's tax-exempt status.

Section 2. Right to Reject

The Church maintains the right to reject any gift for any reason.

Section 3. Donor's Designation

All donor designated funds shall be used pursuant to the donor's designation as is reasonably possible. Gifts to designated accounts that are closed by the Board or that receive more contributions than necessary shall be used in a manner that most closely aligns with the donor's intent.

Section 4. Fiscal Year

The fiscal year shall be the calendar year.

ARTICLE 11. ECCLESIASTICAL AUTHORITY

Any disputes that arise over the interpretation of this Church's Constitution, Bylaws, doctrine and/or moral teachings shall be deferred to the highest authority of this Church, the Elders, which shall serve as the highest tribunal in this Church.

ARTICLE 12. MUTUAL INTEREST

The behavior of anyone in fellowship with this Church is of common interest to the Elders and the membership. (Gal. 6:1) This Church requires every Director, employee, ministry leader, and volunteer adhere to a lifestyle that is consistent with the doctrines and moral teachings of this Church as taught in the Holy Scriptures.

ARTICLE 13. CONFLICT OF INTEREST

No Director, Officer, Staff Member, Committee Member, or other such person in a position of leadership shall be disqualified, by reason of his or her office, from dealing or contracting with the Church, either as vendor, purchaser, or otherwise.

No lawful transaction or contract of the Church shall be void or voidable on the grounds that any such person or entity in which such person has any financial interest or membership, is in any way interested in the transaction or contract, provided that: (1) the person's interest in the transaction was disclosed or known to the board or the appropriate committee thereof prior to the transaction or contract being approved, (2) the board or committee thereof authorized, approved or ratified the transaction or contract without counting in the vote any such interested person, and (3) the transaction or contract was fair to the Church.

No accounting of profit/loss from the transaction or contract shall be required of a Director, officer, staff member, committee member, or other such person in a position of leadership when approval is granted under the conditions of this Article.

ARTICLE 14. INDEMNIFICATION AND ELIMINATION OF LIABILITY

To the full extent allowed by the laws of the Commonwealth of Virginia in force on the date of these Bylaws, the Church shall indemnify against liability and advance reasonable expenses to any individual who was, is, or is threatened to be named a defendant or respondent in any threatened, pending, or completed action, suit, or proceeding, whether civil, criminal, administrative, or investigative, and whether formal or informal, because he is or was a Director or Officer, or while a Director or Officer, is or was serving at the Church's request as a Director, Officer, Partner, Trustee, Employee, or Agent of another church, partnership, joint venture, trust, employee benefit plan, or other enterprise. As authorized by the laws of the Commonwealth of Virginia the provisions of this Article are in addition to and not in limitation of the specific powers of a church to indemnify agents set forth therein.

ARTICLE 15. DISSOLUTION

Section 1. Dissolution

Any resolution for dissolution must be approved by a two-thirds majority vote of the Directors present and voting at any duly called and noticed meeting of the Board to be recommended to the membership. For the Board's recommendation to be approved, it shall require a two-thirds vote of the members present and voting at a duly called and noticed regular or special meeting.

Section 2. Winding Up

Upon the dissolution of the Church, none of its funds or assets shall be distributed to any officer, Director, or any other individual. The Board shall, after paying or making provision for the

payment of all the liabilities of the Church, dispose of all of the funds and assets of the Church by conveying the same to another Church or ministry, provided that at the time, the Church or ministry meets the requirements for an exempt organization under section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provisions of any future United States Internal Revenue Law). Any such funds or assets not so disposed of shall be disposed of by a court of competent jurisdiction to such organizations as the court shall determine.

ARTICLE 16. OTHER ENTITIES

Upon the recommendation of the Elders and a two-thirds majority vote of the members present and voting at any duly called and noticed members' meeting, the Church may create other such legal entities as necessary to further the purpose of the Church, including but not limited to additional non-profit corporations, non-profit holding companies, and for-profit companies (whether a corporation or limited liability company) designed to promote the Church's stated purposes, but which may not qualify for tax-exempt status pursuant to the Internal Revenue Code of 1986.

ARTICLE 17. EMERGENCY BYLAWS

In the event of an emergency that prevents the membership from physically meeting to conduct the business of the Church, the Board of Directors may adopt Emergency Bylaws to provide for the continued operation of the Church, including but not limited to changing or postponing the dates for membership meetings, extending the terms of current Directors, Officers, Committee Members, and the like, and appointing new Directors, Officers, and Committee Members as necessary.

All Emergency Bylaws shall expire upon a physical meeting of the membership, wherein the membership shall take such action as required to continue the operation of the Church.

This Article shall not be construed to eliminate any other provision of the Virginia Nonstock Corporation Act regarding Emergency Bylaws so long as that provision is not in conflict with this Article.

ARTICLE 18. AMENDMENTS

These Bylaws may be amended upon the recommendation of the Elders and a two-thirds majority vote of the members present and voting at any duly called and noticed meeting of the membership, provided the amendment has been provided to the membership at a previous membership meeting and announced at least two (2) weeks before the meeting.

MOVED, SECONDED, AND ADOPTED by the Board of Directors on this ____ day of _____, 2021.

Secretary