

 wyoming park bible

Church Constitution

Wyoming Park Bible Fellowship
2260 Porter St. SW
Wyoming, MI 49519

Church Covenant

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

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

We also engage to maintain family and personal devotion; to Biblically educate our children; to seek the salvation of our family and acquaintances; to walk circumspectly in the world; to be exemplary in our conduct; to avoid anything that would defile the body or hinder our personal relationship with the Lord since the body is the temple of the Holy Spirit.

We further engage to watch over one another in brotherly love; to remember each other in prayer; to aid each other in sickness and distress; to be slow to take offense; always ready for reconciliation without delay; being mindful of the principles of God's Word.

We moreover engage that, if we move from this place, we will, as soon as possible, unite with some other Church of like faith, where we can carry out the principles of God's Word.

Constitution

Article 1 – Name

The name of this organization shall be the WYOMING PARK BIBLE FELLOWSHIP, INC.

Article 2 – Purpose

The purpose of this Church shall be to glorify God by making disciples, evangelizing the lost, and edifying the believers through the preaching of the Bible as the Word of God and through the ministry of the Holy Spirit.

Article 3 – Doctrinal Statement

1. BIBLE

- a. We believe that the Holy Scriptures are the Old and New Testaments, the inspired and infallible Word of God, and therein is found the only authoritative guide of Christian faith and conduct. All Scripture is a testimony to Christ, who is Himself the focus of divine revelation.
2 Timothy 3:16, 2 Peter 1:21, 1 Corinthians 2:13, Matthew 5:17-18, Hebrews 1:1-3, Luke 24:27, 44, John 5:39, Acts 17:2, 3; 28:23

2. GOD

- a. We believe that God the Creator eternally exists in three persons, the Father, Son and the Holy Spirit; and that these three are one God, having precisely the same nature, attributes, and perfections, and worthy of precisely the same worship, confidence and obedience.
John 1:1-4, Matthew 28:19-20, Acts 5:3, 4, 2 Corinthians 13:14, Hebrews 1:1-3, Revelations 1:4-6

b. FATHER

- i. We believe in God the Father who reigns with providential care over His universe, His creatures, and the flow of the stream of human history according to the purposes of His grace. God is Father in truth to those who become children of God through faith in Jesus Christ.
Galatians 4:4-7, Matthew 6:9; Acts 17:26

c. SON

- i. We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory.

Isaiah 7:14, Matthew 1:18, Hebrews 4:15, John 1:14, 1 John 1:1-2; 1 John 2:2; 1 Corinthians 15:1-8; John 14:3

d. HOLY SPIRIT

- i. We believe in the Holy Spirit who is the Spirit of God. He is fully divine. He exalts Christ. He convicts men of sin, of righteousness and of judgment. He enlightens and empowers the believer and the church in worship, evangelism, and service.

John 7:38, 39; 14:16, 17; 15:26; 16:13; Acts 1:8; Romans 8:9; Philippians 3:3

3. HUMANITY

- a. We believe that humans are the special creation of God, and thus people of all races, both male and female, are created in His own image. Since humans are the only creatures created in God's image, and since Christ died for us, every person is worthy of respect and Christian love.

Genesis 1:26,27; 1 John 2:2

- b. By their free choice Adam and Eve rebelled against God and brought sin on the human race. As their descendants, all people are born with a sinful nature, sin, and fall short of the glory of God and are therefore guilty and separated from God. No one is capable of reconciling himself to God and therefore everyone stands in need of a Savior.

Genesis 3:6, Ephesians 2:1-3; Psalms 14:-13; 51:5; John 3:18; Romans 3:20; 5:12

- c. We believe that God established marriage as a life-long bond between one man and one woman. When a married couple lives according to God's plan, marriage is a reflection of Christ's relationship with the Church.

Genesis 2:18-24; Ephesians 5:22-33

4. SALVATION

- a. We believe that salvation (regeneration, sanctification, justification and redemption) has been provided for all mankind through the redemptive work (life, death, resurrection, ascension, and intercession) of Jesus Christ, and that this salvation can be received only through repentance toward God and belief in our Lord Jesus Christ.
- b. We believe that all who are born again by receiving the Holy Spirit through belief in Christ will persevere in their faith and are assured of their salvation. This assurance is not based on individual worthiness but on the promise of God.
Matthew 26:28; Romans 5:1, 6-9; 2 Corinthians 5:21; Galatians 3:13; Ephesians 1:7; 1 Peter 1:18-19; John 5:24, 6:47; Ephesians 2:4-6; Romans 8:33-39; 1 John 5:13

5. CHURCH

- a. We believe that the Church is composed of all who are united by the Holy Spirit of the risen and ascended Son of God, that by the same Spirit we are all baptized into one body and thus being members one of another, we are responsible to keep the unity of the Spirit in the bond of peace, rising above all sectarian prejudices and denominational bigotry, and loving one another with a pure heart.
Matthew 16:16-18; Acts 2:32-47; Romans 12:5; 1 Corinthians 12:12-27; Ephesians 1:20-23; 4:3-10; Colossians 3:14, 15

6. BAPTISM AND THE LORD'S SUPPER

- a. We believe that Jesus left the church with two ordinances, Baptism and the Lord's Supper. Christian baptism is the immersion of a believer in water. It is an act of obedience symbolizing the believer's faith in a crucified, buried, and risen Savior, the believer's death to sin, the burial of the old life, and the resurrection to walk in newness of life in Christ Jesus.
- b. The Lord's Supper is a symbolic act of obedience whereby members memorialize the death of Jesus and anticipate His return.
Matthew 28:19, Romans 6:3-4, 1 Corinthians 11:23-26, Luke 22:17-20

7. CHRISTIAN DUTIES

- a. We believe that Christians are called to live faithfully by endeavoring to live holy lives through the power of the Holy Spirit, serving in and through the local church, praying diligently, witnessing earnestly, showing loving kindness to all, giving as God prospers, and conducting themselves in such a way as to bring glory to God.
Romans 8:12, 13; 13:14; Galatians 5:16-25; Ephesians 5:1-2

8. LAST THINGS

- a. We believe that at the moment of death the soul is separated from the body. The soul of the believer will enter into the presence of God in heaven and the soul of the unbeliever into a state of conscious torment. Both will remain in this state until the final judgment.
- b. We believe in the personal return of Jesus Christ, and in the bodily resurrection of the dead. We believe that God will judge all mankind by Jesus Christ; that He will reward the righteous with eternal life in the new heavens and the new earth, and that He will banish the unrighteous to everlasting punishment in hell.
- c. We believe that Jesus will return at any moment. We also understand that the events, timing, and circumstances that surround and follow the time of his return are somewhat shrouded in mystery, so we state our beliefs regarding these specifics with humility.
Luke 16:19-26; 23:43; 2 Corinthians 5:8; Philippians 1:23, 2 Thessalonians 1:7-9; Revelations 20:11-15, 1 Thessalonians 4:13-17; Titus 2:13; Philippians 3:20-21; 1 John 3:2; John 14:1-3; Luke 12:35-40; Revelations 1:7; 19:11-16, 2 Timothy 3:1-5, 1 Corinthians 15:51-53

Article 4 – Government

1. This Constitution and the Policies stated herein shall govern this Church.
2. The government shall be vested in its membership and executed through its Official Board, which is chosen by the Church Body.

Article 5 – Membership

1. Requirements for New Membership
 - a. Only persons who profess salvation through faith in Jesus alone and who have been baptized by immersion (after believing), and who agree to the doctrinal statement and the church covenant of this church may become members.
 - b. No person holding membership in an oath bound secret society shall be eligible for membership in the Wyoming Park Bible fellowship.
2. Admittance to Membership
 - a. Every candidate for membership in this Church shall be interviewed by members of the Church Board. This interview shall seek to determine that the individual believes in Jesus and holds to the doctrines of faith and practice held by this Church.
 - b. Upon the Board Members' recommendation, the names of the candidates will be put in the Church Bulletin prior to the candidates being presented to the church congregation for approval. The right hand of fellowship shall be extended on the earliest possible Sunday following their acceptance.
3. Persons Leaving Membership
 - a. A member may at any time discontinue their membership at our church by simply requesting, in writing, that the church drop them from the membership.
 - b. Upon this request, the church relinquishes any rights to discipline or otherwise shepherd the person leaving the membership.
4. Exclusion from Membership because of Failure to Attend
 - a. Any member who refuses to respond to the Board's official efforts for restoration, after having neglected active attendance of the Church worship for a period of twelve months, may be removed from the roll of membership of the Church.

5. Ex-Communication of a Member
 - a. In all cases of gross breach of integrity and/or extreme Bible heresy, committed while a member of this church, the Official Board of the church shall seek to restore such a member to repentance, right living, and/or correct doctrine. This should be done in love with the ultimate goal being restoration of the accused member.
 - b. If necessary, the accused member shall be asked to meet with two or more Board Members and those bringing the charges.
 - c. Failure on the part of the accused member to meet with two or more Board Members will not prevent the examination of the case and the rendering of a verdict in accord with the testimony received.
 - d. If positive guilt is determined and an unrepentant attitude remains, the guilty member shall be ex-communicated from the membership of the church.
 - e. An announcement to this effect shall be placed in the church bulletin to inform the membership of this action.

6. Voting Qualification
 - a. All Active members, age 18 or over are eligible to vote in all Congregational Business Meetings.

Article 6 – Church Leadership

1. The Pastor
 - a. Duties of the Pastor
 - i. Preach the Gospel regularly.
 - ii. Administer the Ordinances.
 - iii. Cooperate with the Official Board.
 - iv. Oversee the teaching ministry of the church.
 - v. Watch over the spiritual lives of church members.
 - vi. Seek to strengthen the impact of the church.
 - vii. Moderate or delegate the moderation of all meetings for the transaction of Church business, except as otherwise detailed herein.
 - b. The Pastor's relationship to other leadership in the church.
The Pastor is (Pastors are):
 - i. Accountable to the Official Board.
 - ii. An ex-officio member of all boards and committees of the Church, and its auxiliary organizations;

- iii. Permitted to call a special meeting of any committee, or the Board at any time.
 - iv. Permitted to call a special Congregational Business Meeting, with the approval of a majority of the Official Board.
 - c. To Call a Pastor
 - i. The vote on a motion to call a Pastor must be taken by secret ballot in a regular or special business meeting of the congregation.
 - ii. Notice of the meeting must be given two weeks in advance, orally in the Sunday church services and by mail to all members.
 - iii. Three-fourths of the members voting must favor the motion for its passage.
 - iv. Only one candidate at a time shall be considered by the church.
 - d. The call of a Pastor is for an indefinite time.
 - i. The call of a Pastor and his acceptance of that call shall constitute the church's acceptance of the Pastor, and if married, his wife into the membership of this church.
 - e. To Dismiss a Pastor
 - i. The vote on a motion to dismiss a Pastor must be taken by secret ballot in a regular or special business meeting of the congregation, only after it has been recommended by three-fourths majority of the official board.
 - ii. Three-fourths of the members voting must favor the motion for its passage.
 - iii. Notice of such a meeting must be given two weeks in advance in the church bulletin and by mail to all members.
 - iv. One month's notice shall be given when the relationship between the Pastor and the Church is dissolved.
- 2. The Official Board
 - a. Membership
 - i. Pastors.
 - ii. Board members as approved and elected by the Congregation.
 - b. Qualifications for Board Members
 - i. Board Members are men who meet the requirements for church leaders as indicated in I Timothy 3:1-13, Titus 1:5-9, 1 Peter 5:1-4.

- ii. Board Members are to demonstrate spiritual maturity and submission to the Holy Spirit.
 - iii. A prospective Board Member must have been a member of the church in good standing for 1 year before the beginning of his term of service.
- c. Responsibilities of Board Members
 - i. Cooperate with the Pastors in leading the church.
 - ii. Oversee and shepherd the needs of the members in the congregation.
 - iii. Examine candidates for membership.
 - iv. Serve to distribute the elements in the Lord's Supper.
 - v. Assist with the oversight and administration of the ministries, finances, facilities, and properties of the church.
- d. Expectations of Board Members
 - i. Faithfully attend the services and programs of the church.
 - ii. Attend to the needs of the membership.
 - iii. Uphold the pastor in prayer.
 - iv. Practice private and public loyalty to the decisions of the Official Board
- e. Selection of Board Positions
 - i. The Official Board shall elect its own officers annually following the annual congregational business meeting.
 - ii. Officers of the Board
 - 1. Chairman – The Senior Pastor
 - a. Is the leader of the Official Board.
 - 2. Vice-Chairman
 - a. Selected by the Official Board.
 - b. Is the primary leader in the absence of a Senior Pastor.
 - c. He must have previously served as a Board Member for at least one year.
 - d. The Vice-Chairman, or his Board Member designee, shall act as a moderator in church services for the call or dismissal of a pastor.
 - e. When the church is without a pastor, the Vice-Chairman shall be the moderator and church leader in all business meetings.
 - f. He shall be an ex-officio member of all boards and committees of the church.
 - 3. Church Clerk
 - a. Selected by the Official Board

- b. Oversees the creation of the written record of the proceedings of the church and of the Official Board at all business meetings.
- c. Oversees the administration of a complete registry of the membership.
- d. Oversees the issuance of letters of dismissal and letters of Christian character as directed by the church
- e. Oversees all of the church's official correspondence, and holds all legal papers, insurance policies, and property titles in a safety deposit box.
- f. Preserves all documents, papers, and letters coming into his hands during his term of office.
- g. Delivers an organized accumulation of all records to his successor.

4. Treasurer

- a. Oversees the collection, deposits, and distribution procedures for all church offerings and disbursements.
- b. Oversees the creation of monthly financial reports to the Official Board, and financial reports supporting the Annual and Semi-Annual meetings of the church.
- c. Oversees that the accounting practices and books be audited on an annual basis.
- d. Oversees the distribution of church envelopes and the process of keeping a confidential financial record of the numbered system of church envelopes and send an annual report to the members who have given through the envelope system.

iii. Terms of Office – Board Members

- 1. All Board Members serve for a three year term, with approximately one-third of the men being elected every year.
- 2. Following a three year term, Board members must be off the Board for a period of one year before serving for another term.

- f. Elders
 - i. Annually the Official Board will select from among its own members a number of men to serve in the special role of Elder.
 - ii. Elders are the first selected to serve the elements in the Communion service.
 - iii. Elders are the first involved in dealing with sensitive and/or difficult personal problems in the lives of people involved with the church and/or matters that involve church discipline.
 - iv. Other Board Members may at times be involved in any of these responsibilities on a case by case basis.
- 3. Dismissal of a Church Leader (other than already outlined above).
 - a. Any officer of the Church found guilty by the Official Board having committed gross breach of integrity while serving as a church leader shall be immediately relieved of his office by the Official Board.
 - b. Such action shall be taken by the Official Board only after guilt has been positively established by personal confession of two or three witnesses.

Article 7 – Meetings

- 1. Assembling of the believers
 - a. Public worship shall be held on Sunday mornings.
 - b. Other public Bible Studies and/or Prayer Meetings may be scheduled at different times throughout the week.
 - c. Ordinances
 - i. The Lord's Supper shall be held on a regular basis as determined by the spiritual leadership of this Church.
 - ii. The ordinance of Baptism shall be administered publicly when baptismal candidates are present.
- 2. Meetings of the Official Board
 - a. The Official Board shall meet at least once a month.
 - b. A majority of members shall constitute a quorum.
 - c. Meetings of the Official Board shall be conducted in accordance with Roberts Rules of Order
- 3. Business Meetings of the entire church
 - a. Annual Meeting - to transact church business.
 - i. Scheduled in the month of May.
 - ii. The date and time of the meeting will be published in the church bulletin at least two Sundays prior to the meeting.

- iii. The purpose of this meeting shall be to:
 - 1. Elect and/or approve Board Member candidates.
 - 2. Review and vote on the proposed annual budget.
 - 3. Act on any other business which has been presented to the membership at least two weeks in advance of this meeting.
 - 4. New business must be brought to the consideration of the proper committee and through them, the Official Board, which shall present it to the church congregation, if necessary.
 - 5. Except in emergency cases, matters introduced from the floor of a congregational meeting will be referred to the proper committee for study.
- iv. Mandatory agenda items for the Annual business meeting:
 - 1. Reading of Scripture and prayer.
 - 2. Roll call of members
 - 3. Presentation of minutes from previous meeting(s)
 - 4. Verbal and/or written reports from leadership teams and areas of ministry.
 - 5. Approval of budget
 - 6. Adjournment
 - 7. Prayer
- b. Semi-Annual Meeting
 - i. Scheduled in the month of November
 - ii. The date and time of the meeting will be published in the church bulletin at least two Sundays prior to the meeting.
 - iii. The purpose of this meeting shall be to:
 - 1. Review the state of the financial state of the church and the budget.
 - 2. Act on recommendations to changes in the budget.
 - 3. Act on any other business which has been presented to the membership at least two weeks in advance of this meeting.
- c. Special Business Meetings
 - i. Special Business Meetings may be called by the Pastor, or the Vice-Chairman of the Official Board, with the approval of the majority of the Official Board.

- ii. Notice of such special business meetings, and of all business to be raised at the meeting, shall be given in church services at least two weeks in advance of the scheduled meeting.
- d. Church Membership Votes
 - i. At any regularly scheduled service, the members present may vote on the acceptance of candidates recommended by the Official Board.
 - ii. The names of these candidates shall be placed in the church bulletin on two Sundays prior to the vote.
- e. Quorum Requirement
 - i. A quorum for regular or special congregational business meetings consists of 10% of the qualified voters of the Church.
- f. Absentee Ballots
 - i. All absentee ballots must be in the hands of the presiding chairman prior to the casting of the first ballot of any official business meeting of the church.
 - ii. Each absentee ballot must have a clear signature of the one voting, and be marked clearly as to the voter's desire.
 - iii. Each absentee ballot shall be counted only once, regardless of how often any one proposal is being presented.
 - iv. Absentee ballots will be accepted from those members who are legitimately absent during the voting.
- g. All business meetings of the church shall be conducted in accordance with Roberts rules of order.

Article 8 – Church Discipline

- 1. Settlement of Differences and Grievances Between Members
 - a. Should any differences arise between members, the aggrieved shall follow, in tender spirit, the rules given by our Lord and recorded in Matthew 18:15-17.
 - b. If this is not sufficient, the matter may be brought to the attention of the Official Board, who shall seek the correction of the matter in Christ.
 - c. Disciplinary proceedings, instituted in the spirit of Christ and conducted according to the teachings of Scripture by the Board shall, if necessary, be reported to the Church for action to settle the differences.

Article 9 – Property

1. The right to any property that may be acquired by this Church shall be, and remain, vested in the membership of this church.
2. A two-thirds affirmative vote of members present and voting shall be required for the purchase, sale, or mortgaging of church property.
3. A two week notice giving information pertaining to the proposed action shall be given to all members in church services and by mail.

Article 10 – Financial Policy

1. Fiscal Year
 - a. The fiscal year of this Church shall begin on the first day of May and close on the last day of April.
2. Methods of Support
 - a. The financial needs of the Church and its organizations shall be met by the voluntary contributions of its members and friends.
 - i. Auxiliary organizations of the church may optionally hold special events to raise funds based on donations.
 - b. The Church asks its members to contribute to the financial needs of the church in ways that are Scriptural, personal, systematic and periodic, and proportionate to one's income.
 - c. No coercion, discrimination, or interference against any individual(s), with respect to how they give or how much they give, is permitted.
3. Financial Contributions for Global and Local Missions
 - a. All missionaries, or Missionary Agencies, which are placed on monthly financial budget of the Church as a whole, or a group within the church, or any of its auxiliaries:
 - i. Must be in agreement with our Doctrinal Statement.
 - ii. Must be approved by the Official Board.
4. Financial Obligations
 - a. The Official Board shall not assume for the church any financial obligation in excess of 1% of the annual operating budget without the majority approval of the church.

Article 11 – Other Policies

1. All Policies must by definition adhere to the requirements of this constitution and under no condition may be used to override or reverse the content of this constitution.
2. Policies govern the practical administrative practices of the church. (For example, use of the building, weddings, etc.)
3. Additional policies or changes to existing policies may be implemented by a simple majority vote of the Official Board.
4. All policies are regarded as public and published.

Article 12 – Auxiliary Organizations

1. The Church regards as integral parts of itself, all organizations formed among its members for the purpose of ministrations.
2. Of such organizations, the Pastor and the Board Members shall have general oversight, and the Church shall receive an annual report from each organization at the annual meeting.
3. Any auxiliary organization may be formed upon the approval of the Pastor and the Official Board.
4. The mission and conduct of any auxiliary organization must be in complete agreement with the doctrine, spirit, policy, and teachings of the Church.

Article 13 – Amendments

1. Amendments to the Constitution
 - a. This Constitution may be amended at any regular or special congregational business meeting of the church by a two-thirds affirmative vote of all members voting.
 - b. While an amendment may be suggested by any member of the church, it shall be drafted by the Official Board and proposed to the church only by the Board's recommendation.
 - c. Notice in writing stating the proposed amendment(s) shall be given at least two weeks prior to the meeting; such notice shall be communicated to the church in a public manner.
 - d. The clerk of the church shall keep an accurate record of all amendments to this Constitution. A copy of this record shall be placed in the church files.

2. Amendments to the Doctrinal Statement or Church Covenant
 - a. Both of which are included in this Constitution, may only be amended as follows:
 - i. At the Annual Business Meeting of the Church.
 - ii. By a three-fourths affirmative vote of all eligible voting members;
 - iii. Proposed changes shall have been laid before the church in writing at the previous semi-annual Congregational Business Meeting and shall be included in the church's weekly bulletin two weeks prior to the annual meeting.