

**CONSTITUTION  
OF  
SKIFF LAKE BIBLE CHURCH**

**ARTICLE I – NAME**

This organization shall be known as SKIFF LAKE BIBLE CHURCH.

**ARTICLE II – PURPOSE**

SKIFF LAKE BIBLE CHURCH has been established as an independent church in order to:

1. Promote the maturity of believers through the teaching of the Word of God and through fellowship.
2. Seek the salvation of the lost through local church, personal evangelism and missions.

**ARTICLE III – MEMBERSHIP**

**SECTION 1**

Any persons having reached the age of eighteen, having been baptized by immersion, having expressed agreement with the Doctrinal Statement and having met with the Board of Elders to give testimony to their salvation through faith in Jesus Christ, may be received into membership.

**SECTION 2**

Members in good standing are entitled to a letter of recommendation to any church of their choice.

**SECTION 3**

Revision of the church roll shall rest with the Board of Elders to protect names from being wrongfully removed.

**SECTION 4**

A member who is physically able to attend church services but fails to do so for a period of one year shall be dropped from the membership roll.

**SECTION 5**

Any member involved in conduct detrimental to the cause of Christ and/or Skiff Lake Bible Church, is subject to the biblical process of correction, discipline, and restoration by the Board of Elders.

**SECTION 6**

Individuals temporarily residing in this area may become associate members in accordance with the above, while retaining membership in their home church. They may participate in all areas of church activity with the exception of holding office and voting at annual or special meetings.

**SECTION 7**

No person may serve on a committee or teach in any ministry of the church unless he or she is a member or associate member.

## **ARTICLE IV – OFFICERS OF THE CHURCH**

### **SECTION 1**

All officers must be members of Skiff Lake Bible Church and of the Board of Elders.

### **SECTION 2**

The officers of the Church shall be elected annually by a majority vote of the entire Board of Elders at the first meeting following the annual meeting of the Members, and shall serve until their successors are elected, or until they are removed or resign.

### **SECTION 3**

- A. The officers of the Church shall consist of Board Chairman, Vice Chairman, Treasurer and Secretary.
- B. The Board Chairman shall be responsible for chairing all meetings of the Board of Elders and all business meetings of the membership. He shall also serve nominally as the president of the Church for the sole purpose of signing documents that have been approved by the Board of Elders.
- C. The Vice Chairman shall be responsible for chairing all meetings of the Board of Elders and all business meetings of the membership in the absence of the Board Chairman. He shall also serve nominally as the vice president of the Church for the sole purpose of signing documents that have been approved by the Board of Elders.
- D. The Treasurer shall be responsible for oversight of all financial matters and financial records of the Church.
- E. The Secretary shall be responsible for preparing minutes of all meetings of the Church Membership and the Board of Elders and for oversight of all records of the Church.
- F. Officers may be removed at any time by majority vote of the entire Board of Elders.

## **Article V – BOARD OF ELDERS**

### **SECTION 1**

The ruling oversight and leadership of Skiff Lake Bible Church shall reside in a Board of Elders.

### **SECTION 2**

- A. The BOARD OF ELDERS shall be men of Skiff Lake Bible Church who are qualified according to Scripture to be elders/overseers, who feel led by the Holy Spirit to take this office, and who are approved annually by the church membership. Elders shall also be considered as directors for legal purposes.
- B. The Board of Elders may form such committees as they deem necessary from time to time for the purpose of carrying out their oversight responsibilities over all aspects of Church operations and activities. These committees may include, but are not limited to: financial oversight, adult education, shepherding, youth education, missions, outreach, building and grounds, fellowship and benevolence.
- C. The discipline of an Elder shall be carried out as under Article III, Section 5, above.

- D. The tenure of the Board of Elders shall for one year and shall be subject to approval by the church membership each year. A man may serve as an Elder for an indefinite period of time as long as he remains approved each year.

### **SECTION 3**

- A. The DEACONS and DEACONESSES shall be members of Skiff Lake Bible Church who are qualified by Scripture and who are appointed by the Board of Elders.
- B. The Deacons and Deaconesses so defined by the word diakonos in Scripture shall serve the local body under the oversight of the Board of Elders.
- C. Deacons and Deaconesses may be part of the committee system as appointed by the Board of Elders.
- D. The discipline of a Deacon or Deaconess will be carried out as under Article III, Section 5, above.
- E. The tenure of the Deacons and Deaconesses shall be for one year and shall be subject to reappointment by the Board of Elders each year. Deacons and Deaconesses may serve for an indefinite period.

### **SECTION 4**

- A. The PASTOR or PASTORS shall be elders/overseers functioning specifically as pastor/teachers or pastor-shepherds under a salary as indicated in Scripture as “worthy of double honor” (I Timothy 5:17). The compensation of PASTORS shall be determined by the Board of Elders and shall be reviewed annually on the Pastor’s anniversary date.
- B. New pastors shall be appointed by the Board of Elders and approved by a two-thirds vote of the church members voting at a meeting called for that purpose.
- C. Pastors shall be subject to the same discipline as under Article III, Section 5, above
- D. The tenure of Pastors shall be for an indefinite period of time, subject to annual approval by a majority of the church members voting at the annual business meeting.

## **ARTICLE VI – GENERAL CONDUCT OF CHURCH BUSINESS**

### **SECTION 1**

- A. Monthly Board of Elders meetings are to be held to precede the monthly Church Business Meetings. A majority of the Elders must be present to constitute a quorum.
- B. Monthly Church Business Meetings are to be held for the purpose of receiving the deliberations and decisions of the Board of Elders.
- C. The fiscal year shall be from January 1 to December 31. The May meeting of the church shall constitute the annual meeting for the purpose of approving the Board of Elders for the next year. Voting shall be by written ballot. Approval shall be by a simple majority of the members present.
- D. Voting In regard to dismissal of a Pastor upon recommendation of the Board of Elders will require a majority vote of the church members voting at a meeting called for that purpose.
- E. Special meetings of the church may be called at any time by the Board of Elders.
- F. Notice of the annual meeting and all special meetings of the church members shall be provided in the Church Bulletin not less than one week before the meeting.
- G. Absentee ballots are allowed, provided each ballot is submitted no later than the start of the meeting to which it pertains.

## **Article VII – DOCTRINAL STATEMENT**

The attached doctrinal statement shall serve as the Church Doctrinal Statement and may be amended only by the affirmative vote of 3/4ths of all church members (not merely those voting at the meeting) upon the unanimous recommendation of the Board of Elders.

## **ARTICLE VIII – AMENDMENTS TO THE CONSTITUTION**

### **SECTION 1**

The Constitution, excluding ARTICLE VII, may be amended upon recommendation of the Board of Elders by a majority vote of the church members voting. ARTICLE VII may be amended only as provided in ARTICLE VII. All proposed amendments shall be published in the church bulletin at least one week before the vote is held.

### **SECTION 2**

This Constitution shall replace all previous Constitutions, shall serve as the Bylaws of the Church and shall be effective October 8, 2017.