

**CONSTITUTION, BY-LAWS
AND COMMITMENT**

OF

WESTVIEW BAPTIST CHURCH

**POWELL RIVER
BRITISH COLUMBIA**

Adopted January 26, 2000

Amended October 25, 2000

Amended January 28, 2004

Amended January 26, 2005

Amended January 31, 2007

Amended October 28, 2009

Preamble

We believe that there is but one God, the Father, from whom all things came and for whom we live; and there is but one Lord, Jesus Christ, through whom all things came and through whom we live (1Cor. 8:6), and this life we live by the Spirit (Gal. 5:16). All references to the Bible are from the New International Version (NIV).

- We rely on the Bible as the supreme authority in all matters of faith and conduct.
- We focus on Christ's redeeming work on the cross.
- We emphasize the "new birth" as a life-changing religious experience, and entry point of the Holy Spirit into the heart of the believer.
- We emphasize the sharing of our faith.
- We uphold the Baptist distinctive of baptism by full immersion on confession of faith.

We therefore meet together for mutual encouragement, practice congregational government, and adopt the following articles -

Article I

Name and Location

Section 1 This society shall be known as the Westview Baptist Church, herein after referred to as the Society or Church.

Section 2 The operations of the society are to be carried on chiefly in the Municipality of Powell River, Province of British Columbia.

Article II

Amendments

Notice of motion to amend the Commitment must be given at a regularly scheduled business meeting of the Church of which there are three (3) per year. The motion shall be formally moved and seconded without discussion. At the next regular business meeting of the Church the motion will be debated and voted on. A quorum shall constitute those members present of which 75% must be in favor. The text of the motion to amend the Commitment shall be printed in the Church Program and posted on the notice board for two weeks before the motion is moved.

January 26, 2000.

MEMBERSHIP COMMITMENT

Article I

Westview Baptist Church

Paul states "I urge you to live a life worthy of the calling you have received. Be completely humble and gentle; be patient, bearing with one another in love. Make every effort to keep the unity of the Spirit through the bond of peace. There is one body and one Spirit, just as you were called to one hope when you were called; one Lord, one faith, one baptism; one God and Father of all, who is over all and through all and in all." Ephesians 4:1-6

Having received Christ as my Lord and Saviour and been baptized, and being in agreement with Westview Baptist Church's Mission and Affirmation of Faith, I now feel led by the Holy Spirit to unite with the Westview Baptist Church family.

I will aspire to do the following:

1. COMMIT MYSELF TO PROTECT THE UNITY OF MY CHURCH
 - ... By acting in love toward other members
 - ... By refusing to gossip
 - ... By following the leaders
2. COMMIT MYSELF TO SHARE THE RESPONSIBILITY OF MY CHURCH
 - ... By praying for its growth
 - ... By inviting the unchurched to attend
 - ... By warmly welcoming those who visit
3. COMMIT MYSELF TO SERVE THE MINISTRY OF MY CHURCH
 - ... By discovering my gifts and talents
 - ... By being equipped to serve
 - ... By developing a servant's heart
4. COMMIT MYSELF TO SUPPORT THE TESTIMONY OF MY CHURCH
 - ... By attending faithfully
 - ... By living a godly life
 - ... By giving regularly

Article II

Objectives

Section 1

The objectives of the Society are:

(a) To make disciples of all people, and baptize them in the name of the Father and of the Son and of the Holy Spirit.

(b) To hold all property of the Society owned prior to incorporation, and such as may be acquired hereafter, in any manner; to encumber or alienate property owned by the Society, and to exercise any and all powers and privileges in anywise permitted or granted by the laws of British Columbia to non-profit religious societies, all as provided in the "Societies Act" and the sections contained within the said Act as the same now exists, or later as may be amplified.

Article III

Affirmation of Faith

Section 1

The Word of God

We believe that the Bible, consisting of 39 books in the Old Testament and 27 books in the New Testament, is the supreme authority in all matters of faith and conduct.

Section 2

The Trinity

The unity of God is revealed and affirmed in the Bible by Deut. 6:4 "Hear, O Israel: The LORD our God, the LORD is one." 1Cor. 8:6 I incorporates Jesus Christ into the Godhead "For us there is but one God, the Father, from whom all things came and for whom we live; and there is but one Lord, Jesus Christ, through whom all things came and through whom we live."

The trinity of God is also revealed as eternally existing in three equal persons. For example,

1Cor. 12:4-6 There are different kinds of gifts, but the same Spirit. There are different kinds of service, but the same Lord. There are different kinds of working, but the same God works all of them in everyone.

2Cor. 13:14 May the grace of the Lord Jesus Christ, and the love of God, and the fellowship of the Holy Spirit be with you all.

Eph. 4:4-6 There is one body and one Spirit – just as you were called to one hope when you were called – one Lord, one faith, one baptism; one God and Father of all, who is over all and through all and in all.

Rewritten January 28, 2004

(a) **God the Father**

We believe in God, the Father, an infinite, personal spirit, perfect in holiness, wisdom, power and love. We believe that He concerns Himself mercifully in the affairs of each person, that He hears and answers prayer, and that He saves from sin and death all who come to Him through Jesus Christ.

(b) **Jesus Christ**

We believe in Jesus Christ, God's one and only Son, conceived by the Holy Spirit. We believe in His virgin birth, sinless life, miracles and teachings. We believe He died in our place for our sins, He was resurrected bodily, He ascended into heaven, He intercedes for His people, and He will return personally and visibly to earth.

(c) **The Holy Spirit**

We believe in the Holy Spirit who came forth from the Father and Son to convict the world of sin, righteousness, and judgment, and to bring new birth, growth, and

Article XI

Financial Policy

Section 1

Revenue

General operating, missions, and property development and maintenance expenses shall be met by contributions and other fund raising activities, which must be approved by the Church Board.

Section 2

Borrowing Powers

Money may only be borrowed in the name of the Church subject to the approval of a Business Meeting of the Church.

Section 3

Purchasing, Selling, Transferring of Title or Mortgaging Church Property

All buildings and real estate owned shall be registered in the corporate name of the Church. The Church may purchase, sell, transfer title, or mortgage any real property. Those authorized to sign any such transaction on behalf of the Church shall be any three officers of the Church.

Amended January 28, 2004.

Section 4

Majority Required

Business subject to the governance of Sections 2 & 3 above must be posted in accordance with Section 2 (b) "Business Meetings." A 75% majority in favour of the motion is required at a Business Meeting to pass.

Added January 28, 2004.

Section 5

Staff

The employment and compensation of all professional staff shall be approved by the Board.

- Other duties as assigned by the Board
- Youth programs

Section 8 **Committee Organization**

Primary committees shall organize, and recruit additional help if needed, for efficient service. The Chairperson of the preceding year shall call the new committee into session as soon as is practicable after the Annual General Meeting, present an agenda, and initiate the election of a chairperson and secretary.

Article X

Societies and Special Committees

Section 1 **Societies**

- A. No organization shall be formed or permitted to serve as a subsidiary organization to the Church unless its sponsors have previously submitted for approval their plans and purposes to the Senior Pastor and the Church Board.
- B. Any Westview Baptist Church organization may be requested to confer with the Pastor(s) regarding their plans and activities. All matters of importance that affect the Church shall be submitted to the Church Board for approval.
- C. The elected or appointed leadership of any Church sponsored organization must be members in good standing. Non-members may serve if authorized by the Church Board.

Section 2 **Special Committees**

Any committee required for a special purpose may be appointed and dissolved at any Board or business meeting of the Church.

empowerment to all who believe in Jesus Christ. We believe that the Holy Spirit lives in every believer in Christ as a comforter and counselor. He is the presence of God within us.

Section 3 **Removal of Condemnation**

We believe that God created Adam and Eve in His image (Gen. 1:26-28), and that His creation was very good (Gen. 1:31). However, they both sinned in a desire to be like God (Gen. 3:5). As a consequence the human race became separated from God and we all became sinners by nature and by choice and are, therefore, under the condemnation of death. We believe that only Jesus Christ offers a way out of this dilemma, "I tell you the truth whoever hears my word and believes him who sent me has eternal life and will not be condemned; he has crossed over from death to life." We believe that repentance is the starting point for the restoration of His image (2Cor. 5:17, Col. 3:10), and that we must always aspire to move forward (Phil. 3:12-14) under the leadership of the Holy Spirit (Rom. 8:14).

Section 4 **The Church**

We believe in the universal church, a living spiritual body of which Christ is the head and all who have placed their trust in Jesus Christ are members. We accept the role of the local church, consisting of an assembly of believers in Jesus Christ, baptized on a credible confession of faith, and associated for worship, work and fellowship. We believe that God has laid upon the members of the local church the primary task of bringing the gospel of Jesus Christ to the whole world, and especially to our own sphere of influence.

Section 5 **Christian Conduct**

We believe that all Christians should live in a way that enhances the name of God and the well-being of others. This life is best lived out in participation with one another. We should be faithful managers of all our resources; and we should forget the past and aspire for maturity in Christ.

Section 6 **Celebrations**

We believe that the Lord Jesus Christ has committed two customary celebrations to the local church: baptism and the Lord's Supper. We believe that Christian baptism is the public declaration of a believer's new life in Christ and incorporation into the fellowship of all believers, and is best symbolized by immersion in water, and performed in the name of the Father, and of the Son and of the Holy Spirit. We believe that the Lord's Supper was instituted by Christ in His remembrance, for the celebration of our deliverance obtained by His death on the cross in our place, and for the anticipation of His return.

Section 7 **Religious Liberty**

We believe that every person can have a direct relationship with God through Jesus Christ and is responsible to God alone in all matters of faith; that each church is independent and must be free from any interference from any other religious or political authority.

Section 8 **Church Co-operation**

We believe that local churches can best promote the cause of Jesus Christ by co-operating with one another in a denominational organization. Such an organization, whether a regional or district conference, exists and functions by the will of the churches. Co-operation in a conference is voluntary and may be terminated at any time. Churches may likewise co-operate with interdenominational fellowships on a voluntary basis.

Section 9 **Satan**

We believe the Bible teaches that Satan is a personal spiritual being who is in active rebellion against God and his church, and has the leadership of many demons like himself.

Section 9 added October 25, 2000

- Promotion of evangelism and missions
- Pulpit supply
- Small group ministry
- Ushering & greeting
- Worship & infrastructure

B. **The Management Committee**

1. All are Board members. The Treasurer and Assistant Treasurer(s) are specific appointments, and they serve on this committee.
2. Subject to the Board's determination, core responsibilities for example, include:
 - Arrange for annual audit
 - Operation and maintenance of plant and property
 - Other duties as assigned by the Board
 - Prepare and present annual budget according to Board time lines
 - Prepare financial statements to time lines set by the Board
 - Budget for staff compensation
 - Rental and outside use of facilities

C. **The Education Committee**

1. All are members of the Board.
2. Subject to the Board's determination, core responsibilities for example, include:
 - Camping
 - Children's programs
 - Christian education
 - Church school programs
 - Leadership training
 - Library
 - Nursery programs

authority of the Church.

- B. The Board shall appoint individuals and committees as needed to carry out the functions of the Church.
- C. The Board may authorize expenditures up to 1% of budgeted income not accounted for in the budget.
- D. The Board shall be the official body representing the Church in communicating with all other churches and organizations.
- E. Board Committees or individual members may not exercise the rights, duties and powers of the Board.

Section 7 **The Committees of the Board**

A. **The Worship and Watchcare Committee**

- 1. The Worship and Watchcare Committee, made up of equal numbers of men and women, in conjunction with the pastor(s), shall attend to the spiritual life of the Church. All are Board members.
- 2. Subject to the Board's determination, core responsibilities for example, include:
 - Baptism & membership
 - Communicating to the membership
 - Communion
 - Community, co-operative and trans-denominational worship events
 - Pastoral compensation recommendations to the Church Board via the Management Committee
 - Music
 - Other duties as assigned by the Church Board
 - Pastoral advice and counsel
 - Pastoral profiles and conditions
 - Pastoral & social concerns

Section 10 **Eternal Perspective**

We believe that Jesus Christ came to take the judgment of this world upon Himself, once and for all, the righteous for the unrighteous, and to restore us as a new creation in His image. He inaugurated the Kingdom of God with Himself the way, and the truth and the life, with no one coming to the Father except through Him. We believe that Jesus Christ is the resurrection and the life, and whoever lives and believes in Him will never die. And those who do not have the Son of God do not have life. We believe in the final consummation of His kingdom - the blessed hope - the glorious appearing of our great God and Saviour, Jesus Christ. He is King of kings and Lord of lords. He will reign forever.

Article IV

Amendments

Notice of motion to amend the Constitution must be given at a regularly scheduled business meeting of the Church of which there are three (3) per year. The motion shall be formally moved and seconded without discussion. At the next regular business meeting of the Church the motion will be debated and voted on. A quorum shall constitute those members present of which 75% must be in favor. The text of the motion to amend the Constitution shall be printed in the Church Program and posted on the notice board for two weeks before the motion is moved.

January 26, 2000

THE BY-LAWS

Article 1

Membership

Section 1 **Qualifications for Admission Into Membership**

Any person coming to faith in the Lord Jesus Christ at Westview Baptist Church, giving evidence of conversion, completing the requirements of Section 5 below, and having been baptized by immersion, may be received into membership.

Section 2 **Admission by Letter**

A member of another Baptist church having completed the requirements of Section 5 below, may be received into membership upon receipt of a letter of transfer duly granted by that church.

Section 3 **Admission by Restoration**

Former members of the church, whose memberships have lapsed, may be restored to membership on profession of faith by giving a testimony of their Christian experience and by their assurance that they are aspiring to live a life consistent with the Church Covenant.

Section 4 **Admission By Experience**

Persons who have not been baptized by immersion, but have been baptized in another Christian tradition upon the profession of their faith in the Lord Jesus Christ, and have completed the requirements of Section 5 below, may be received into membership by virtue of their testimony of Christian experience.

as Moderator of all business meetings, and is an ex-officio member of all church committees and organizations.

- B. The Vice-Moderator shall perform the administrative duties of the church when the Moderator is either absent, or the position is temporarily vacant.
- C. The Clerk, or Assistant Clerk, shall keep the minutes of all business meetings of the Church and of the Church Board and take care of the correspondence assigned from time to time. An accurate baptismal and membership record shall be maintained.
- D. The Treasurer, or Assistant Treasurer(s), shall receive and deposit all moneys in a Canadian Deposit Insured Institution in the name of the Church. They shall make payment by cheque of all authorized obligations incurred by the Church. They shall maintain the accounting records of the Church in accordance with acceptable accounting practice. They shall prepare acceptable monthly and annual financial reports and submit them to the Church Board and the Church. All expenditures shall be in accordance with the Church budget, or upon approval, by the Church or Board.

Section 5 **Non-Voting Officers (To be Appointed by the Board)**

- A. The Board may appoint non-voting officers at their discretion, for example . . .
- B. The Financial Secretary shall provide offering envelopes, keep an accurate record of contributions, and issue appropriate receipts.
- C. The Historian shall preserve and care for all non-current Church records or other documents dealing with the history of the Church.

Section 6 **Church Board**

- A. The Board shall have complete responsibility for the administration of all Church business subject to the final

Article IX

Duties

Section 1 **Senior Pastor**

The Senior Pastor shall serve the church under the guidance of the Holy Spirit, and have the freedom of the pulpit. The Senior Pastor operates within the policies of the Church Board and shall act as the Chief Executive Officer on a day-to-day basis. The Senior Pastor supervises the associate pastor(s) and church staff. The Senior Pastor maintains a confidential mentoring relationship with them to ensure steady growth and improvement in their ministries. The Senior Pastor recommends their compensation to the Worship and Watchcare Committee. The Senior Pastor shall be the Vice-Moderator of the Church and ex-officio member all Church committees and organizations. The Senior Pastor shall also perform such other duties as shall be determined by the Church Board.

Section 2 **Absence of the Senior Pastor**

The Moderator shall perform the administrative duties of the Senior Pastor when the Senior Pastor is either absent, or the position is temporarily vacant.
Added January 26, 2005.

Section 3 **Associate Pastor(s)**

The associate pastor(s) are accountable to the Senior Pastor for the performance of their duties. They serve as members of the Church Board, and other such committees as directed by the Senior Pastor.

Section 4 **Officers**

The duties of the officers of the Church shall be as follows:

- A. The Moderator shall serve as Chairman of the Board and act

The mode which is considered to best express the meaning of baptism is immersion, which is therefore practiced in Westview Baptist Church. However, since water baptism is understood to only symbolize the spiritual reality (1Cor.12:13; Col.2:11,12; Eph. 5:26; Titus 3:5; Heb. 10:22; Acts 22:16) which takes place through conversion or commitment to Christ, their admission is based on their previous believer's baptism, and they shall be accepted according to their own convictions as they reflect other traditions.

Section 5 **Application and Procedure**

- (a) Completion of the membership class and signing the Commitment are necessary prerequisites for membership. After completion of the class, individuals shall apply for membership through the Worship and Watchcare Committee. A list of the applicants shall be published for 2 weeks, after which the Worship and Watchcare committee shall approve or disapprove the application.
- (b) The content of the material used for the membership class is subject to the approval of the Worship and Watchcare Committee.

Section 6 **Duties of Members**

Members will aspire to live lives consistent with the Church Commitment. They will pray regularly for the Pastor (s) and leaders of the Church. Members, respecting the leadership, will use their gifts to minister to others in a manner that preserves the unity of the Spirit through the bond of peace.

Section 7 **Removal from Membership Roll**

- (a) **Voluntary**

Members may request that their name be removed from the church membership roll, and they can request a letter of transfer to another church.

(b) **Involuntary Removal of Membership**

Members may be removed from church membership on the recommendation of the Senior Pastor, confirmed by the Worship & Watchcare Committee, and ratified by the Board.

(c) **By Absence**

Any member absent from Church functions and services for two years without bona fide reasons will be removed from the membership roll.

Section 8 **When Members May be Received and Dismissed**

Members may be received and dismissed at any regular service or business meeting of the Church. New members shall be officially welcomed into the fellowship of the Church at the Lord's Supper.

Section 9 **Voting Age**

Members of eighteen years of age or over shall be eligible to vote at any Church meeting.

Church property shall be transferred to the British Columbia Baptist Conference.

Section 3

Consolidation

Should a consolidation with another church of the same denomination become advisable, the Board shall be authorized by the Church to negotiate the terms of such consolidation insofar as the property is concerned.

Article VIII

Elections

Section 1

Nominations

The Senior Pastor shall chair the nominating committee consisting of:

A: One member from each primary committee selected by that committee before the Spring business meeting.

B: Two members at large elected at the Spring business meeting.

Subject to the approval of the Senior Pastor, the committee shall present to the Church the names of candidates for office to be elected at the annual meeting. Their report shall be posted in the church at least three weeks previous to the annual meeting. Any nominations from the congregation must be received by the nominating committee one week prior to the annual meeting.

- (b) **Other staff:**
1. Associate Pastors, and other staff, may be terminated by the Senior Pastor in conjunction with the "Worship and Watchcare Committee" in accordance with Board policy. "Other staff" added January 26, 2005.

Article VI

Affiliations

Section 1 **Area Conference**

This Church shall be affiliated with the British Columbia Baptist Conference.

Section 2 **General Conference**

This Church shall be affiliated with the Baptist General Conference of Canada.

Article VII

Disposition of Church Property

Section 1 **Division**

In case of irreconcilable division of the church membership, the church property shall belong to those members who abide by this Constitution, as determined by the Board of Directors of the British Columbia Baptist Conference. The decision of that Board shall be binding on all parties.

Section 2 **Dissolution**

Should for any reason the Church cease to function, the

Article II

Section 1 **Officers**

Officers of the Church shall be the Moderator, Vice-Moderator (the Senior Pastor), Treasurer and Assistant Treasurer(s), Church Clerk and Assistant Church Clerk, or those designated by the Board to act in their stead.

Section 2 **Church Board and Committees**

The Church Board is composed of the Church Officers plus the associate pastor(s) and members of the three primary committees elected by the Church Annual Meeting.

The Church Board is directed by the Church Membership in formal business session. The Church Board directs the activities of the Church on a meeting-to-meeting basis, and determines the numerical composition and duties of the primary committees prior to the Spring Business meeting.

The primary committees of the Church Board are as follows:-

1. Members of the Worship and Watchcare Committee, elected by the Church, are on the Church Board, and the membership of this committee is equally composed of men and women.
2. Members of the Management Committee, elected by the Church, are on the Church Board. The Treasurer serves on this committee.
3. Members of the Christian Education Committee, elected by the Church, are on the Church Board.
4. A vacancy in any Board position may be filled for the unexpired term by Board appointment to be confirmed at the next business meeting.

5. Each committee or office can, and is encouraged to, appoint additional non-voting personnel to assist them.

Section 3 **Qualifications**

(a) **Pastor(s)**

Pastors are to aspire to a character exemplified by 1Timothy 3, and they are to model the core values of our fellowship in their personal lives. The Pastor(s) shall be sympathetic and co-operative with the Baptist General Conference of Canada and in agreement with the faith and practice of this Church.

(b) **Board Members**

Board members are to aspire to a character exemplified by 1Timothy 3, and they are to model the core values of our fellowship in their personal lives. Nominees must be eligible to vote, and the Senior Pastor must be satisfied with their maturity (cf. 1Tim. 3:6) and moral character.

Section 4 **Terms of Office**

(a) **The Pastor(s)**

Pastor(s) may be given a continuing contract in accordance with Board Policy.

"in accordance with Board Policy" added January 26, 2005.

(b) **Other Officers**

Officers other than the Pastors shall be elected for a term of two years.

(c) **Committees of the Board**

Committee members shall be elected for terms of two

For the positions of Associate Pastor and other staff.

1. The Board will authorize the Worship & Watchcare Committee in conjunction with the Senior Pastor to find suitable candidates or candidate for the position(s).

2. Associate Pastor(s) and other staff may be hired directly by the Worship and Watchcare Committee in conjunction with the Senior Pastor.

"For the positions of Associate Pastor and other staff" added January 26, 2005.

- (b) Special business meetings of the church may be called for approvals, elections and balloting.

Section 2 **Termination**

(a) **The Senior Pastor:**

The Senior Pastor may be terminated by the Church under the following circumstances:

"Senior Pastor" added January 26, 2005.

1. Upon presentation and acceptance of their resignation.
2. By motion of the Board and confirmed by a secret ballot of the congregation.
3. Or upon receipt by the Board of a petition signed by 20% of the church members requesting the termination of a Senior Pastor the Board will call an extraordinary meeting of the congregation. The Board will give notice of meeting by publishing its agenda and intent one week in advance. The result of the petition will be decided by a secret ballot.
4. In normal circumstances 30 days notice shall be given in either case of separation.

the months of May and October.

- (b) Motions presented under Sections 1 and 2 (a) above shall be placed on the agenda, posted two weeks in advance on the notice board, and published in the Church Program for two Sundays prior to the meeting.
- (c) Proposed items of business for consideration must be in the hands of the Chair one week before publication of the agenda.
- (d) Business arising from amending the agenda, not having the required notice, will be referred to the Church Board by a simple majority of 50% + 1.

Section 3 **Special Business Meetings**

Special business meetings of the Church may be held at any time, waiving the requirements of Section 2 (b), by order of the Church Board, or the Senior Pastor, or upon written request of 20% of the membership.

Section 4 **Calling a Senior Pastor**

A business meeting to vote on calling a Senior Pastor requires one week's notice.

Pastor qualified as "Senior Pastor" January 26, 2005.

Section 5 **Quorum**

A quorum shall constitute those members present.

Section 6 **Voting**

- (a) The basic requirement for approval of an action or choice by a deliberative assembly, except where a rule provides otherwise, is a majority vote. The word majority means more than half.

- (b) A 75% majority is required for amending the Constitution, By-Laws and passing motions pertaining to Article XI

Sections 2 and 3.

- (c) Absentee votes on matters pertaining to (b) above will be accepted for members unable to attend due to illness, work or previously scheduled holidays. Sealed ballots must be given to the Church Clerk, or the Senior Pastor, in advance of the meeting. These votes can only be applied to the unamended motion(s) as published.

Sections 2 through 6 represent additions and consolidation January 28, 2004.

Section 7 **Procedure of Business Meetings**

1. Scripture reading and prayer.
2. Approval of agenda.
3. Approval of minutes.
4. Reports of officers.
5. Special reports.
6. Reports of committees.
7. Old Business.
8. New Business.
9. Adjournment.
10. Prayer.

Section 7 is the former Article VIII moved into a more appropriate place
January 28, 2004.

Section 8 **Public Worship**

The Worship and Watchcare Committee shall recommend to the Church Board the times, frequency and location of Church Worship services including communion.