

## **Lee's Summit Bible Church Covenant**

*Adopted 1982 ~ Revised 2007*

**H**aving been led 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 the Son, and the Holy Spirit, we do now in the presence of God and the angels and this assembly most solemnly and joyfully, enter into covenant with one another as one body in Christ.

**W**e engage, therefore, by the aid of the Holy Spirit, to walk together in Christian love; to strive for the advancement of the church in knowledge, holiness, and comfort; to promote its prosperity and spirituality; to sustain its worship, ordinances, discipline, and doctrines; to uphold its sacred preeminence over all institutions of human origin; and to contribute cheerfully and regularly to the support of the ministry, to the expenses of the church, to the relief of the poor, and to the propagation of the gospel.

**W**e also engage to maintain family and personal devotions; to "bring (our children) up in the nurture and admonition of the Lord" (Proverbs 22:6); to seek the salvation of our kindred and acquaintances; to walk circumspectly in the world; to be just in our dealings, faithful in our engagements, and exemplary in our deportment; to adhere to the admonition, "Let all bitterness, and wrath, and anger, and clamor, and evil speaking, be put away from you with all malice; and be ye kind one to another, tenderhearted, forgiving one another, even as God for Christ's sake hath forgiven you" (Ephesians 4:31,32); to reject every form of worldliness; and to be zealous in our efforts to advance the Gospel of our Savior.

**W**e 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 cultivate Christian sympathy and courtesy of speech; and to be slow to take offense, but always ready for reconciliation and mindful of the rules of our Savior to seek it without delay.

**W**e, moreover, engage that when we remove from this place, we will unite as soon as possible with another like-minded church where we can carry out the spirit of this covenant and the principles of God's Word.

**Constitution Of The  
Lee's Summit Bible Church  
Lee's Summit, Missouri  
*Adopted 1982 ~ Revised 2007***

**Article I  
Name and Organization**

Section 1: Name

The name of this body of believers (organization) shall be Lee's Summit Bible Church, Lee's Summit, Missouri.

Section 2: Organization

The church (organization) was organized by Charter Members May 23, 1982. Independent in its organization and policy, it shall resemble other fundamental churches in all matters of discipline, order, and policy. Fundamentally, it shall be a church that is standing true to Jesus Christ apart from compromise. It shall have no affiliation or association with the National Council of Churches or any other non-separated organization, group, or other professing evangelical organization which denies the infallibility of Scripture and positions stated in the Lee's Summit Bible Church doctrinal statement.

**Article II  
Incorporation and Property**

Section 1: Incorporation

The articles of incorporation were applied for and then obtained on April 16, 1982, and we are registered in the State of Missouri, City of Jefferson City, as Lee's Summit Bible Church, Inc.

Section 2: Property

The control and ownership of all assets and real property shall not be given to any outside organization but shall remain in the hands of the local constituency.

**Article III  
Character and Purposes**

Section 1: Character

Its government is vested in Jesus Christ through the body of believers who compose it. It is subject to the control of no other ecclesiastical body, but it recognizes and sustains voluntary fellowship with other Bible-believing fundamental churches.

Section 2: Purpose

The purpose of this church shall be 1) to witness to the unsaved by life and word, collectively and individually, to the truth of the salvation of the Lord Jesus Christ; 2) to edify the believers through the teaching and preaching of the Word of God; 3) to worship God in praise, song, and prayer; 4) to provide the fellowship of believers which the Lord requires and blesses; 5) to make

possible congregational good works to fellow believers and to all men; 6) to warn and to strengthen the safeguards against apostasy from within and attacks from without; and 7) to ordain or commission those in the assembly whom God has called into the pastoral, or missionary, or other Biblical ministries.

#### **Article IV Missionary Affiliation**

This church shall be affiliated only with such missionaries and missionary organizations that 1) are willing to subscribe to the doctrinal statement of this church, and 2) maintain doctrinal positions consistent with and approved by Lee's Summit Bible Church, for it is not consistent to promote a missionary ministry that is out of harmony with the ministry of this local church. Lee's Summit Bible Church can, upon approval by the Elders, and by vote of the independent body, approve or reject such missionaries or missionary proposals that are brought before the church in a scheduled business meeting.

#### **Article V Membership**

##### Section 1: Qualifications

Anyone professing faith in Christ Jesus as Savior and Lord, having been baptized by immersion after confession of faith, giving evidence of a change of heart, and declaring unity with the principles, practices, and doctrines of this church is heartily invited to become a candidate for church membership by reading and signing the Confession of Faith and completing the personal data sheet.

##### Section 2: Reception of Members

Anyone desiring to unite with this church shall be examined by the Pastors and/or elders. The Pastors and/or elders shall question and inform each candidate of the church's qualifications and prescribe any restrictions (see the qualifications of all elected officers) they may deem advisable for the best interest of the church. Membership decisions shall not be made unilaterally. Upon satisfactory examination by the Pastors and/or elders, the candidate shall be submitted to the church for acceptance or rejection one week prior to the vote. Five (5) dissenting votes constitute refusal of admission, but any member objecting will be required to present Biblical grounds of their objection before the elders at a specially called meeting to handle the matter. A total agreement from the elders shall overrule their objection and the name shall be submitted once more before the church. After acceptance for church membership, the candidate shall be given the "right hand of fellowship" (Galatians 2:9) by the church at a regular church service.

##### Section 3: Duties of Members

The duties of each member include...

- A. The acquisition of Scriptural knowledge, constant progress in grace and spirituality, consistency of conduct, and control of an unholy temper. (John 15:12-14; I John 4:11; II Peter 3:8)

- B. Bearing faithful testimony against all sin, to meet all obligations incurred, to live in a peaceful and neighborly manner, and to declare in every place the Gospel in life and conversation. (Titus 2:12, 13; Romans 13:8 Colossians 3:15; Matthew 28:18-20)
- C. Demonstrating honor, esteem, and love for the pastors and elders; to pray fervently and daily for them; to support them in the Scriptural exercise of their Scriptural authority; to attend regularly upon their pastoral care; and to maintain a tender regard for their reputation. (Hebrews 13:7, 17-19)
- D. To support the church in regular attendance, cheerful giving, and Biblical service. (Hebrews 4:23; II Corinthians 9:7; Ephesians 4:11-15)

#### Section 4: Voluntary Departure of Active Members

Upon request and upon recommendation by the Elders, a certificate of Christian faith shall be granted to any member desiring to unite with another church.

#### Section 5: Removal of Inactive Members

Members failing to support the church by their regular attendance for six (6) months of a year, unless providentially hindered (which shall be defined by the Elders) will be placed on the Inactive List by voice vote of the Elders and so lose their right to franchise. Persons continuing on the Inactive list for one (1) year will be removed from the church roll by decision of the Elders.

#### Section 6: Discipline of Members

The matter of discipline of the membership shall be in the hands of the elders assisted by the Pastors. Upon unanimous agreement by the Pastors and Elders, Biblical disciplinary action shall be taken and the church shall be informed of the action. No member shall be expelled until every effort has been made, including, if physically possible, personal visits to restore the individual to fellowship with Christ and the church. (Matthew 18:15-17; I Corinthians 5:1-8)

#### Section 7: Dissolving of Real Estate Rights

Any member or group of members withdrawing from or in any other way losing their active membership in the congregation, thereby forfeit all rights and privileges to any and all properties belonging to the congregation.

### **Article VI Meetings**

#### Section 1: Spiritual Meetings

- A. Worship services shall be held regularly each Sunday morning and evening, time being recommended by the elders and by agreement of the church.
- B. Mid-week Bible study and prayer services shall be held regularly each week, time being recommended by the elders and by agreement of the church.

#### Sections 2: Business Meetings

- A. The annual business meeting shall be held in December.
- B. Business meetings shall be held as needed and posted a minimum of three services prior to the meeting date.

- C. The fiscal year of the church shall begin on the first day of January of each year and shall end on the last day of December of each year.
- D. The Senior Pastor or his appointee shall serve as moderator of the business meetings. If the church is without a Senior Pastor, the Elders shall appoint one of their number to serve as moderator.
- E. In general, only the election of officers, appointment of employees, establishment or modification of major policies, and other questions of major interest and importance, need to be decided at a congregational meeting as described in Article VI, Section 2, Paragraphs A and B. Matters of lesser importance may be handled by the Pastors, elders, deacons, or other officers in accordance with their prescribed responsibilities. However, in the event of doubt arising concerning the proper disposition of such matters, the congregation always shall have the responsibility to request a formal review of the matter(s) before the Advisory Council.

**It must always be recognized that these rules and procedures are not ends in themselves. The Lord Jesus Christ is Head of the Church, and it is of preeminent importance to ascertain and obey His will in all decisions. Each question should therefore be considered carefully in the light of pertinent Scriptures and prayer.**

#### Section 3: Special Meetings

- A. It shall be the prerogative of the Senior Pastor or the Chairman of the Elders or Chairman of the Deacons to call a special meeting at their own discretion having prior approval of said committee. Notification and purpose for such a meeting shall be posted a minimum of three (3) services prior to said meeting. Such business transactions shall be for that specific purpose only.
- B. Special business meetings for the purpose of: 1) calling a pastor; 2) a vote of confidence for the Senior Pastor, any Associate or Assistant Pastor, Elder, any elected officer, or committee member, or staff member; 3) any amendment or alteration of the Constitution, shall be called three (3) weeks prior to date of such meeting and notices shall be posted on the bulletin board.
- C. A request for a vote of confidence for a change of Senior Pastor, any Associate or Assistant Pastor, Elder, any elected officer, committee member, or staff member may be secured when 15% of the recorded voting members present a written petition to the elders. Reason or reasons must be presented to the elders for consideration of said petition, which in turn shall be brought before the church body for vote only upon unanimous agreement of the Elders. Such a meeting shall be called three (3) weeks prior to the meeting date and said petition shall be posted on the bulletin board for this three (3) week period.

#### Section 4: Quorum

- A. 15% of the recorded voting members shall constitute a quorum for all spiritual or business transactions, with only a simple majority vote required, except as stated in Paragraph B of this section.
- B. 40% of the recorded voting members will be required to constitute a quorum, with a 3/4 majority vote, for all business items mentioned under Article VI, Section 3, Paragraphs B and C.

## Section 5: Voting Qualification of Membership

Any active member 16 years of age or older is qualified to vote at any called business meeting. The floor is always open for discussion to all ages. A Christ-like attitude must always prevail in all discussions.

## **Article VII Officers**

### Section I: Officers

- A. Official church officers shall be the Senior Pastor (and such Associate Pastors, Assistant Pastors, and Pastoral Interns, as may be recommended and voted on by the church body), Elders, Deacons, Clerk, and Treasurer. Other minor officers may be created by the Elders and Deacons from time to time as may be deemed necessary.
- B. All official officers, except the Senior Pastor and all Associate and Assistant Pastors and Pastoral Interns, shall be elected by the church at a scheduled business meeting called for this purpose as described in Article IV, Section 2, Paragraph E.
- C. The Advisory Council shall consist of the Pastors, Elders, Deacons, and Pastoral Interns. All new officers and committees shall be created and appointed in accordance with Article VII, Section 1, Paragraph A. They are to advise the church in the areas of spiritual and physical matters for the glory of God. They shall recommend all employment, salaries, and benefits to the church body for their approval at a business meeting in accordance with Article VI, Section 2, Paragraph B. The Senior Pastor or his appointee shall serve as Chairman of the Advisory Council. If the church is without a Senior Pastor, the Elders shall appoint one of their number to serve as Chairman.

### Section 2: Senior Pastor

#### A. Qualifications

1. The Senior Pastor shall be a man who meets the spiritual qualifications as set forth in I Timothy 3:1-7 and Titus 1:5-9.
2. The Senior Pastor shall give wholehearted approval to the Covenant, Confession of Faith, and Constitution, as set forth in this document.
3. The Senior Pastor and his wife shall become members of this church upon his acceptance of pulpit ministry.
4. The Senior Pastor shall not be divorced or married to such.

#### B. Election and Term

1. The Senior Pastor shall be called at a designated business meeting for this specific purpose, only after the recommendation of the Pulpit Committee (Article VIII, Section 1).
2. The Chairman of the Pulpit Committee shall present the name from the pulpit and have said name posted on the bulletin board three weeks prior to the calling of the Senior Pastor. Only one candidate shall be considered at a time.
3. The church body shall hold a general discussion regarding the candidate at a designated business meeting prior to the calling of the Senior Pastor. Such meeting shall be under the supervision of the Elders.
4. Election procedures are covered under Article VI, Section 3, Paragraphs B and C and Section 4 Paragraph B.

5. The Senior Pastor shall be called for an indefinite time and shall serve until the office is terminated either by written resignation or by failing to obtain a vote of confidence, in accordance with Article VI, Section 3, Paragraph C, if such is presented to the church body. Termination shall become effective thirty (30) days after the date of written resignation or immediately upon failure to obtain a vote of confidence with uninterrupted salary a minimum of thirty (30) days. It shall be the responsibility of the elders to fulfill all obligations of said termination to the satisfaction of all parties concerned, if possible. Failing to accomplish this, the elders shall automatically declare the office vacant.

#### C. Duties

1. Such duties as are customarily associated with this office shall be performed by the Senior Pastor, and at all times to be to the best of his ability. He shall have the oversight of the spiritual growth of the individual member and the total complex of the church body according to the New Testament teachings of the Lord Jesus Christ.
2. The Senior Pastor shall be an ex-officio member of all committees.
3. The Senior Pastor is to live a separated life, and to avoid questionable things that would hinder his testimony or cause him to be a stumbling block to others.
4. The Senior Pastor will have two weeks out of the calendar year to hold or attend Bible Conferences, evangelistic services, or other meetings of his preference with his present salary uninterrupted. Any other meetings and expenses must have 100% Advisory Council approval.
5. The Senior Pastor shall have the prerogative to select and approve all speakers, preachers, and teachers.

### Section 3: Pastoral Staff

#### A. Qualifications

1. All Pastoral staff, including Pastoral Interns, must be men who meet the spiritual qualifications as set forth in I Timothy 3:1-7 and Titus 1:5-9.
2. The Pastoral staff, including Pastoral Interns, shall give wholehearted assent to the Covenant, Confession of Faith, and Constitution, as set forth in this document.
3. The Pastoral staff, including Pastoral Interns, and their wives shall become members of this church upon their acceptance.
4. The Pastoral staff, including Pastoral Interns, shall not be divorced or married to such.

#### B. Election and Term

1. Upon recommendation of the Advisory Council and with the approval of the congregation, the elders will seek the needed personnel. Having prior approval of the Senior Pastor and the Advisory Council, the name will be presented to the congregation. The election procedures of Article VI, Section 3, Paragraphs B and C will be followed.
2. Pastoral staff and Pastoral Interns shall be directly responsible to the Senior Pastor who shall be responsible for monitoring their performance.
3. Pastoral staff and Pastoral Interns shall be called for an indefinite period of time and shall serve until the office is terminated either by written resignation or by failing to obtain a vote of confidence, if such is presented to the church body. Termination shall become effective thirty (30) days after the date of written resignation or immediately upon failure to obtain a vote of confidence with uninterrupted salary for thirty (30) days. It shall be the responsibility of the Elders to fulfill all obligations of said termination to the

satisfaction of all parties concerned, if possible. Failing to accomplish this, the Elders shall automatically declare the office vacant.

C. Duties

1. A designation of responsibilities will be prepared by the Senior Pastor and approved by the Advisory Council, and will be issued at the time of calling.
2. All Pastoral Staff and Pastoral Interns shall be members of the Advisory Council.

Section 4: Non-Pastoral Interns

A. Qualifications

1. All non-pastoral interns must be believers who set the proper example of the believer according to I Timothy 4:12-16.
2. All non-pastoral interns shall give wholehearted approval to the Covenant, Confession of Faith, and Constitution, as set forth in this document.
3. All non-pastoral interns and their spouses shall become members of the church upon acceptance of their position.

Section 5: Staff

A. Employment

Upon recommendation of the Advisory Council and with the approval of the congregation, the deacons will seek the needed personnel. Employment will be granted only after obtaining approval from the Senior Pastor and the Advisory Council.

B. Duties

All staff members, unless specifically stated in their designation of responsibilities, shall be directly responsible to the Senior Pastor who shall be responsible for monitoring their performance. Dismissal of any staff member may be tendered by the Advisory Council with the advice and consent of the Chairman of the Elders and Chairman of the Deacons. Staff members include secretarial personnel, maintenance personnel, custodial personnel, and other such non-pastoral staff as may become necessary. A designation of responsibilities will be prepared by the Senior Pastor and approved by the Advisory Council, and will be issued at the time of employment.

Section 6: Elders

A. Qualifications

1. The elders shall be men who meet the spiritual qualifications as set forth in I Timothy 3:1-7 and Titus 1:5-9.
2. Each must be a church member for one year before nominations can be made. This may be waived if deemed necessary.
3. The elders shall not be divorced nor married to such.

B. Election

The Elders shall consist of members who shall be elected by the church as set forth in Article VII, Section 1, Paragraph B.

C. Duties

1. The Elders and Senior Pastor shall hold regular monthly meetings. Special meetings may be called at any time by the chairman of the Elders or the Senior Pastor. A simple majority shall constitute a quorum, but total agreement must be obtained upon the matter at hand.

2. It shall be the responsibility of the Elders with the assistance of the Senior Pastor, to fulfill any and all needs regarding the spiritual welfare of the church body. These obligations shall be performed in a manner befitting New Testament teachings.
3. They shall visit the sick, the needy, the distressed, and especially those within the community who are lost and without Christ. They shall promote and maintain a constructive missionary and evangelistic Bible teaching program in the performance of their duties, as required or requested.
4. It shall be the responsibility of the Elders to assist the Senior Pastor in receiving all new church members and help in all matters of discipline of members.
5. The Elders shall automatically act as a nominating committee for all church officers of the church body except, that of the Senior Pastor (see Article VIII, Section 1).
6. It is the Elder's responsibility to shepherd the flock, to care for the spiritual welfare of God's people, and to demonstrate love and service through their life to the Glory of God.
7. A chairman shall be elected from the Elders beginning each fiscal year.

## Section 7: Deacons

### A. Qualifications

1. The deacons shall be men who meet the spiritual qualifications as set forth in Acts 6:3 and I Timothy 3:8-13.
2. Each must be a church member for one year before nominations can be made. This may be waived, if deemed necessary.
3. The deacons shall not be divorced nor married to such.

### B. Election

The Deacons shall consist of the Treasurer and members nominated by the Elders and agreed upon by the church to serve, as set forth in Article VII, Section 1, Paragraph B.

### C. Duties

1. The Deacons and Senior Pastor shall meet as agreed upon by the parties. Special meetings may be called at any time by the chairman of the Deacons or the Senior Pastor. A simple majority shall constitute a quorum, but total agreement must be obtained concerning the matter at hand.
2. They shall set the example in godly conduct and see that all things be done in decency and in order.
3. They shall seek to serve wherever needed, especially within the church.
4. The Deacons shall have complete custody and supervision over all tangible and real property owned or leased or rented by the church.
5. They shall secure and maintain adequate insurance of every nature (fire, theft, liability, etc.) covering all tangible and real property.
6. They shall maintain all necessary repairs or replacements and attend to the purchasing of all new equipment as requested by the various committees or the church body.
7. They shall coordinate the purchase of all necessary supplies for maintenance and upkeep of the building and grounds. They shall also coordinate the purchase of all necessary supplies for the operation of the church body, such as classroom supplies, Sunday School supplies, fellowships, special events, etc., as requested by heads of departments and chairmen of committees.
8. The Deacons must operate within budgetary constraints.
9. They shall handle all physical and monetary matters pertaining to the church body.

10. They shall be responsible for all monies coming into the church and turn such amounts over to the treasurer.
11. A chairman shall be elected from the Deacons beginning each fiscal year.

#### Section 8: Clerk

##### A. Qualifications

1. The clerk shall live a separated life and avoid questionable things that would hinder his or her testimony causing him or her to be a stumbling block to others.
2. He or she must maintain an active part as a member of the church.

##### B. Election

The clerk shall be nominated by the Advisory Council and approved by the church at a business meeting called for this purpose as set forth in Article VI, Section 2..

##### C. Duties

1. The clerk shall keep minutes and accurate records of all church business meetings.
2. The clerk shall keep an up-to-date register of all members begin received or dismissed from the local membership.
3. The clerk shall automatically serve as the church historian and compile any and all historical items of importance to the church body and file same for a permanent record.

#### Section 9: Treasurer

##### A. Qualifications

1. The Treasurer shall live a separated life and avoid questionable things that would hinder his testimony causing him to be a stumbling block to others.
2. The Treasurer must be an Elder or Deacon in accordance with the attend qualifications and election.

##### B. Election

The Treasurer shall be nominated by the Advisory Council and approved by the church at a business meeting called for this purpose as set forth in Article VI, Section 2.

##### C. Duties

1. The treasurer shall be responsible for the custody of all monies, make all deposits, pay all expenditures and shall keep accurate records of same, including special funds, such as missionary, building, etc.
2. The treasurer shall be bonded if this is deemed necessary by the Advisory Council and church body.
3. The treasurer shall keep accurate weekly records of all members' contributions to the church. Such records shall be kept confidential. Details of individual contributions shall not be discussed at any time except by request of the Senior Pastor or Elders.
4. Accurate annual individual records shall be mailed or presented to each member at the close of the calendar year.
5. Monthly and annual reports shall be prepared as stated in Article VI, Section 2, Paragraph A.
6. The treasurer shall cooperate at all times with any information required by the Advisory Council or Senior Pastor regarding the financial situation of the church.

#### Section 10: Confidentiality

All matters pertaining to the spiritual life and/or welfare of the local body, including private meetings, conversations, counseling, and discussions within and outside of meetings, shall be kept confidential. This pertains to Pastors, Pastoral staff, Elders, Interns, Deacons, Treasurers, clerks, and other staff members.

### **Article VIII Committees**

#### Section 1: Pulpit Committee

- A. A Pulpit Committee shall be formed for the sole purpose of calling a Senior Pastor
- B. The Pulpit Committee shall consist of five (5) members:
  - 1. The Chairman of the Elders, who shall serve as chairman.
  - 2. The Chairman of the Deacons.
  - 3. One Elder and one Deacon selected by their respective boards.
  - 4. One member selected by the Pulpit Committee Chairman from the congregation having Advisory Council approval.
- C. The duties of the Pulpit Committee shall be to fill the vacated office of the Senior Pastor. They shall seek a suitable candidate for the pastorate and present his name to the church body, having first secured the sanction of the Advisory Council.
- D. It shall be the responsibility of the Pulpit Committee to collect resumes and interview the prospective candidates. Having fulfilled this responsibility, they shall unanimously agree on one candidate. He shall be presented to the Advisory Council for unanimous approval and then to the church body for their approval or disapproval in accordance with Article VI, Sections 2-5. If the candidate fails to obtain necessary votes, the committee shall continue the same procedure.

#### Section 2: Other Committees

The Advisory Council shall appoint other committees as they, deem necessary. All other organizations or committees in the church, including the mission board, youth groups, ladies groups, men's groups, and any other group, are subject to the Constitution and Advisory Council in their activities.

### **Article IX Amendments**

The power to alter, amend, or repeal this Constitution or to adopt a new Constitution shall be only by a vote of the independent body; having been first submitted by the Advisory Council. (See Article VI, Section 3, Paragraph B and Section 4, Paragraph B.)

### **Article X Business Meeting Procedure**

Robert's Rules of Order shall govern any business of any nature by the church body not covered by this Constitution.

# Lee's Summit Bible Church

Church Covenant

Church Doctrinal Statement

Church Constitution