

BYLAWS

The Society of First Baptist Church, Olds, AB
(hereinafter referred to as the “Church”)

Duly incorporated under The Societies Act of Alberta
(hereinafter referred to as the “Act”)

Adopted by the membership on May 12, 2016

Article 1 – Name

- 1.1** The organization shall be known as First Baptist Church, Olds, AB, and for the purposes of the Act, as The Society of First Baptist Church, Olds, AB.

Article 2 – Purpose

- 2.1** The purpose of First Baptist Church, Olds, AB, shall be the advancement of the Kingdom of God by reproducing disciples of Jesus Christ in Olds and around the world who have a passion for God and a love for all people. It shall seek to attain this end through:
- a) The public and private worship of God.
 - b) The systematic teaching of Biblical truth.
 - c) The practices of consistent Christian living and caring fellowship by its members.
 - d) The expression of the love of God by addressing spiritual, physical and emotional needs in the name of Jesus Christ.
 - e) The proclamation of the Gospel of Jesus Christ, both locally and globally, through personal evangelism and missionary endeavour.

Article 3 – Affiliations

- 3.1** The Church shall be affiliated with the Canadian Baptists of Western Canada, with Canadian Baptist Ministries and with the Baptist World Alliance, and shall seek to work in cooperation with all God’s people.

Article 4 – Statement of Faith

4.1 Basing our faith wholly on the Lord Jesus Christ for our salvation, believing in the teaching of the Word of God, and in those great distinctive principles set forth herein, namely, we believe in:

- a) The pre-eminence of Christ as our divine Lord and Saviour and in His personal return.
- b) The divine inspiration of the Bible, accepting in their entirety the writings of the Old and New Testaments in their original manuscripts, as the very Word of God; and therefore all-sufficient as the ultimate authority for Christian faith and practice.
- c) One God, and only one, who is self-existent, eternal, and infinite in every excellence, and who has revealed Himself in the Trinity as Father, Son and Holy Spirit, the same in essence though distinct in personality.
- d) Receiving salvation by grace, that it is the free gift of God, through the death and resurrection of Christ, not by any virtue of works of man, but received only by personal faith in Jesus Christ.
- e) The right of private interpretation and the competency of the individual soul in direct approach to God.
- f) The absolute separation of Church and State.
- g) A regenerate church membership.
- h) The two scriptural ordinances of baptism in the name of the Father, Son and Holy Spirit, by believer's baptism only, which we practice by immersion, and the Lord's Supper as a memorial communion for the redeemed.
- i) The complete independence of the local church and its inter-dependence in associated fellowship with other Baptist churches.
- j) The personality of Satan as the enemy of God and adversary of man.
- k) The spiritual unity of all believers, for which the Master so earnestly prayed.
- l) A world-wide program of missionary fervor and evangelism in obedience to the final command of Jesus.

4.2 We therefore band ourselves together as a body of believers in Jesus Christ and adopt for our government, plan of worship and service, these Bylaws.

Article 5 – Covenant

5.1 We, the members of First Baptist Church, Olds, Alberta, having been led by the Spirit of God to receive the Lord Jesus Christ as our Saviour by faith, and having been baptized in the name of the Father, Son and Holy Spirit, do now sincerely and solemnly covenant before God and with one another, to seek, by the aid of the Holy Spirit to:

- a) Be obedient children of our Heavenly Father.
- b) Rejoice in our salvation and Christian life.

- c) Give thanks to God for every blessing seen and unseen.
- d) Hold fast to the practice of prayer.
- e) Cultivate a life of sincere faith.
- f) Fill our thoughts with all that is true, noble, just, pure, lovable, and gracious.
- g) Practice personal and family devotions at home, and to train our children and those under our care in the understanding of divine precepts and the desire to follow good example.
- h) Walk circumspectly and in Christian love, in relationship with our brothers and sisters in Christ and with all those created in the image of God, abstaining from malicious gossip, smoldering anger, strife, and the urge to render evil for evil.
- i) Be courteous and kind, and to esteem our brothers and sisters in Christ and all those created in the image of God, sympathizing with them in afflictions and rejoicing in their achievements and victories.
- j) Strive for genuine humility, for an honest endeavor to reconcile and to be reconciled, and for Christian unity of mind and purpose.

5.2 As members of the body of Christ and under His Lordship, we shall devote our thoughts, will and energy to build and advance the Church; sustain worship, ordinances, discipline, and doctrine; contribute generously and cheerfully to the maintenance and advancement of the Church; promote evangelism and manifest an active interest in the program of missionary endeavor.

5.3 These things we covenant with God and with one another, to seek to do, accepting in trust and confidence, the promise "that he who began a good work in you will carry it on to completion until the day of Christ Jesus." (Philippians 1:6)

Article 6 – Financing

6.1 The Church adopts the principle of voluntary offerings for the Lord's work, trusting Him to supply all its needs.

6.2 The raising of funds by any Church-related group or organization by any means other than a voluntary offering must be approved by the Board before being undertaken.

6.3 All matters involving the expenditure of funds must be in accordance with the Bylaws.

6.4 It is expected that every member of the Church shall support the work of the Church by regular and systematic giving as directed and enabled by Christ (2 Corinthians 9:7).

- 6.5** The Church shall be carried on without purpose or gain for its members. Any profits or other gains through the organization shall be used in promoting the purpose and objectives of the Church.

Article 7 – General Organization and Church Business

7.1 Church Organization

7.1.1 Under the authority of Jesus Christ and the Word of God, the membership of the Church is the final authority within this local church. This authority is normally exercised through the election of elders to govern the Church. However, the vote of the members of the Church at a duly called meeting as stated hereinafter shall be required to effect the following actions:

- a) To accept members into the Church or to remove members from the Church.
- b) To elect the Officers of the Church, and such other positions as the Board of Elders (hereinafter referred to as the Board) shall deem necessary.
- c) To discipline members by erasing them from the membership and to discipline officers by removing them from office.
- d) To approve annual budgets of the Church, authorize any expenditure of the funds of the Church when such expenditure is not covered by an approved budget, and approve any transactions regarding real property or secured debt.
- e) To accept, reject or otherwise dispose of any matter submitted to the membership of the Church by the Board, or raised by motion at a general or special meeting of the Church.
- f) To adopt, amend or repeal the Bylaws.
- g) To approve the job description and call of the pastors of the Church or to remove them from office.
- h) To wind up or dissolve the Church.

7.1.2 The leadership of the Church shall be vested with the Board who shall be accountable to the membership through the annual and special meetings. All elected or appointed persons, committees and ministries within the Church shall be accountable to the membership of the Church through the Board.

7.2 Business Year

7.2.1 The fiscal year of the Church shall be the calendar year.

7.3 Annual and Special Meetings

- 7.3.1 The annual and special meetings of the Church shall be conducted by the Business Meeting Chair or the Business Meeting Vice-Chair in the absence of the Chair. Minutes of the meeting shall be recorded by the Church Clerk.
- 7.3.2 The Business Meeting Chair and the Business Meeting Vice-Chair shall be elected annually. They shall be nominated by the Board, with the assistance of the Nominating Committee, and elected by the members at the AGM. After six consecutive years of service, they shall not be eligible for re-election for a period of one year. They must be members of the Church prior to assuming their responsibilities.
- 7.3.3 According to the provisions of the Act, the Church shall hold an annual general meeting. The Annual General Meeting (hereinafter referred to as the "AGM") of the members shall be divided into two meetings.
- 7.3.4 The AGM Part 1 shall be held on the last Thursday of November. Should that date be deemed unsuitable by the Board, it shall be held on a date proximate to it as determined by the Board. At this meeting, in addition to any other business that may be transacted, the following shall occur:
- a) The Church officers, Business Meeting Chair and Business Meeting Vice-Chair shall be elected for the ensuing year.
 - b) The report of the auditors for the previous year shall be presented.
- 7.3.5 The AGM Part 2 shall be held on the last Thursday of February. Should that date be deemed unsuitable by the Board, it shall be held on a date proximate to it as determined by the Board. At this meeting, in addition to any other business that may be transacted, the following shall occur:
- a) Reports shall be given by the Board, each member of the pastoral staff and each ministry group within the Church.
 - b) The financial statement for the year just ended and the proposed budget for the ensuing year shall be presented.
 - c) The auditors recommended by the Board shall be presented to the members for ratification.
- 7.3.6 In addition to the AGMs, the Church shall hold special meetings as required. The dates for these meetings shall be set by the Board and notice shall be given subject to the notice provisions stated hereinafter.

- 7.3.7 Notice of the time and place of every annual or special meeting shall be given to the members 14 days prior to the meeting by verbal notice at the services of worship of the Church, by posting at the place where the services of the Church are routinely held and by posting in the Church bulletin handout.
- 7.3.8 A quorum for the transaction of business at any annual or special meeting shall be 25 percent of the active members.
- 7.3.9 Robert's *Rules of Order* shall be recognized as the authority for procedure and conduct of meetings. In the event of disagreement between *Robert's Rules* and these Bylaws, these Bylaws shall prevail.

7.4 Voting at Annual and Special Meetings

- 7.4.1 All members and adherents are encouraged to attend the annual and special meetings of the Church, but voting shall be limited only to members who are sixteen years of age or older.
- 7.4.2 At all meetings of members every question, except those matters requiring a Special Resolution, shall be decided by a majority, being 50 percent plus one, of the votes cast by the members present, and by proxy if approved by the membership. Proxy votes shall be accepted if approved by a majority of not less than 75 percent of the votes cast by the members present prior to a vote being taken.
- 7.4.3 Every question shall be decided by a show of hands, unless a secret written ballot is requested by a member. However, in the election of officers voting shall be done by secret written ballot.
- 7.4.4 Upon a show of hands, every member having voting rights shall have one vote and, unless a secret written ballot is requested, a declaration by the Chair that a resolution has been carried or not carried, and an entry to that effect in the minutes of the Church, shall be admissible as prima facie proof of the fact without proof of the number or proportion of the votes recorded in favor of or against such resolution.

7.5 Special Resolutions

- 7.5.1 A Special Resolution is required:
 - a) When dealing with secured debt.
 - b) When issuing debentures.
 - c) When dealing with the sale or purchase of real property.
 - d) For the amendment of the Bylaws.
 - e) For the ratification of a pastor.

- f) For removal of an officer, pastor, Business Meeting Chair or Business Meeting Vice-Chair.
 - g) For winding up or the dissolution of the Church.
- 7.5.2 In order for a Special Resolution to be passed, notice of the date, time and intention of such a meeting shall be given at least 21 days in advance by a verbal notice at the services of worship of the Church, by posting at the place where the services of the Church are routinely held, and by posting in the Church bulletin handout.
- 7.5.3 In order to be passed, a Special Resolution must be approved by a majority of not less than 75 percent of the votes cast by the members present, and by proxy if approved by the membership.

Article 8 – Membership

8.1 Application for Membership

- 8.1.1 All applications for membership shall be submitted to the Board and upon approval by the Board shall be recommended for approval by the membership of the Church at a duly called meeting.
- 8.1.2 Individuals shall be eligible to apply for membership:
- a) By confession of faith in Jesus Christ as Saviour and Lord, by experience of believers baptism, by agreement with the Statement of Faith, and by agreeing to abide by the Bylaws of First Baptist Church, Olds, AB. Applicants from other churches who have been baptized by believer's baptism in a mode other than immersion shall be eligible for membership. If by reason of physical disability immersion baptism is not possible, then by confession of faith in Jesus Christ as Saviour and Lord and by agreement with the Statement of Faith, and by agreeing to abide by the Bylaws of First Baptist Church, Olds, AB; or
 - b) By restoration, following termination of membership, on giving satisfactory reasons for reinstatement to membership.

8.2 Status and Duties of Members

- 8.2.1 A member's status shall be either active or inactive.
- 8.2.2 Active members shall include those who:
- a) Participate and become regularly involved in the ministry of the Church;

- b) Contribute of their time, talents and financial resources to the ministry of the Church on a regular and continuous basis; and
- c) Wholeheartedly support the Church in its endeavours, both at home and abroad, according to the dictates of their conscience.

8.2.3 Inactive members shall include those who fail or neglect to communicate with the Church by lack of attendance or financial contribution for a period of one year. The Board shall notify a member in writing at his/her last known address of his/her inactive status. An inactive member may remain on the inactive list by corresponding yearly with the Board and shall furnish his/her address to the same. In the event that they fail to communicate with the Board, the Board shall notify the inactive member in writing at his/her last known address of the Board's intention to recommend their erasure from the membership.

8.2.4 Adherents of the Church shall include those who, though not members, support the Church through their continuing attendance, interest, work or financial contribution.

8.2.5 The Covenant sets forth the obligations assumed by every member of the Church. Grievances between members shall follow the steps laid down by our Lord in Matthew 18:15-17. If all steps fail, the grievance shall be put in writing and shall be submitted to the Board for study and recommendation to the Church.

8.2.6 The Board shall have the general charge and supervision of the membership list. The Church Clerk shall keep an up-to-date list of the Church membership, keeping record of their active or inactive status as determined by the Board.

8.2.7 No member shall incur Church debts without approval of the membership.

8.3 Termination of Membership

8.3.1 Membership may be terminated by:

- a) Letter of request from the member to the Board;
- b) Letter of request for transfer from another Church on behalf of the member; or
- c) By erasure, as further described below.

8.3.2 The Board may recommend to the members the erasure of a member for any of the following reasons:

- a) The member's conduct has been determined by the Board to be improper or unbecoming of a disciple of Jesus Christ according to the teaching of the Bible.
- b) The member willfully commits a substantial breach of the Bylaws.
- c) The member has failed to correspond for a period of one year following notification in writing of placement on the inactive membership list.

8.3.3 Notwithstanding the above, no member shall be removed without being notified of the charge or complaint against him/her or without having been given an opportunity to be heard by the Board at the next regular meeting or at a meeting called for that purpose. Any member charged shall be entitled to bring to the Board meeting an advocate to present or assist him/her in presenting his/her answer to the charge against him/her. After proper inquiry, the Board shall make its recommendation to the Church membership. A motion to remove a member shall take effect upon a majority vote of the members at a duly-called meeting.

Article 9 – Officers

9.1 The officers in the church are elders and deacons. It is understood that in the Bible “elder” and “overseer” are synonymous terms (Philippians 1:1; 1 Timothy 3:1-13; Titus 1:5-9). In addition, our church recognizes the administrative positions under the Bylaws of Treasurer, Assistant Treasurer and Church Clerk. The Treasurer and Assistant Treasurer are deacons who serve in finance and the Church Clerk is a deacon who serves in administration. All officers must be members of the Church prior to assuming their responsibilities.

9.2 The office of any officer shall be vacated if he or she:

- a) Becomes bankrupt, or insolvent, or suspends payment or compounds with his or her creditors or has made a general assignment for the benefit of his or her creditors;
- b) Becomes of unsound mind;
- c) Gives a letter of resignation giving one month's notice to the Church or, in the case of a pastor, two months' notice to the Church. The resignation shall take effect upon the expiration of such notice or its earlier acceptance by the Church membership;
- d) Ceases to be a member of the Church; or
- e) Is removed by Special Resolution of the members of the Church.

Although not officers, the provisions of this bylaw shall apply to the positions of Business Meeting Chair and Business Meeting Vice-Chair.

9.3 If any two active members have reason to believe that an officer should be dismissed from office, after following the grievance procedure established in Matthew 18:15-17, they shall express their reason(s) to the Board in writing. Upon receipt of the written grievance, the Board will initiate an investigation into the grievance at the next regular meeting of the Board or at a meeting called for that purpose. If after thorough investigation and consideration the Board believes the grievance to be true and substantial, it shall recommend to the members the dismissal of the officer from office by Special Resolution.

Although not officers, the provisions of this bylaw shall apply to the positions of Business Meeting Chair and Business Meeting Vice-Chair.

9.4 In the event that an office is vacated prior to the completion of the officer's term, the Church members may elect another qualified person in his or her stead. The person so elected shall hold office during such time only as the officer in whose place he or she is elected would have held the same if he or she had not been removed. The replacement of a pastor, however, must follow the provisions for the calling of a pastor stated hereinafter.

Although not officers, the provisions of this bylaw shall apply to the positions of Business Meeting Chair and Business Meeting Vice-Chair.

9.5 Elders

9.5.1 The leadership of the Church shall be vested with the Board who shall be accountable to the membership through the annual and special meetings.

9.5.2 Composition

9.5.2.1 The Board shall be composed of:

- a) Lay elders who are elected by the membership to serve without remuneration for a limited term of office as stated hereinafter by the Bylaws; and
- b) Vocational elders (1 Timothy 5:17-18), referred to hereinafter as "pastors," who are elected by the membership to serve with remuneration for an indeterminate time. The pastors shall serve as non-voting members of the Board.

9.5.2.2 The Board shall be composed of a majority of lay elders and the number of lay elders shall not be less than six.

9.5.2.3 The lay elders shall be entitled to reimbursement for approved expenses incurred on behalf of the Church.

9.5.3 Qualifications and Term of Office

- 9.5.3.1 In addition to meeting the qualifications for membership in the Church, the lay elders shall be men who demonstrate the Biblical qualities of elders and overseers as found, for example, in 1 Timothy 3:1-7, Titus 1:6-9 and 1 Peter 5:1-4.
- 9.5.3.2 The lay elders shall be nominated by the Board, with the assistance of the Nominating Committee, and elected by the members at the AGM. Lay elders shall be elected to serve a three-year term. After six consecutive years of service, they shall not be eligible for re-election for a period of one year.

9.5.4 Responsibilities

- 9.5.4.1 The Board shall have the following duties and responsibilities:
- a) To lead by Christ-like example.
 - b) To mobilize and direct the Church toward the fulfillment of its purpose according to Article II of the Bylaws.
 - c) To be devoted to prayer and the study of God's Word and sustain a caring ministry for the congregation.
 - d) To instruct and examine prospective members, nominate prospective members for election by the membership, and oversee the maintenance of the membership list.
 - e) To present to the members a list of candidates for elected office, with the assistance of the Nominating Committee.
 - f) To oversee the work of, and to approve the policies and procedures of, all elected or appointed persons, committees and ministries.
 - g) To oversee the planning and implementation of all worship services and the administration of the ordinances of baptism and the Lord's Supper.
 - h) To decide upon the character of all meetings to be held on the Church property or in the name of the Church.
 - i) To equip the members and adherents of the Church for the work of the ministry.
 - j) To mobilize the Church for world mission.
 - k) To teach and encourage sound doctrine and practice, refute and correct error, and oversee the process of church discipline.
 - l) To be responsible for the hiring, terms of employment, supervision, evaluation and termination of Church support staff.

- m) To oversee the work of the pastors, establish an employment agreement and maintain an up-to-date employment agreement with each pastor, receive regular reports of their ministry, and conduct annual reviews of their work.
- n) To present to the members an annual budget prepared with the assistance of the Budget Committee.
- o) To present to the members an annual financial statement, as prepared by the Treasurer, and an annual audited financial report as prepared by the church auditor.
- p) In the absence of a Lead Pastor, to be responsible for pulpit supply and for all meetings at which he would officiate.
- q) To be responsible for the Church's incorporation under the Societies Act of Alberta.

9.5.5 Board Appointees

- 9.5.5.1 The Board may exercise certain of its powers by and through such individuals and committees as it may appoint from time to time. In particular, in order to carry out its work, the Board shall have the power and responsibility to create or terminate commissions or committees, task forces and working groups and to establish their terms of reference, operating policies and duties.
- 9.5.5.2 The Board shall exercise oversight of its appointees as it sees fit. Appointees may be either members or adherents. Appointees shall be responsible to the Board.
- 9.5.5.3 According to the dynamics and growth of the Church, the Board may appoint individuals or committees to be responsible for areas of ministry such as: Kitchen, Music, Missions, Women's Ministry, Men's Ministry, Christian Education, etc.
- 9.5.5.4 Where appropriate, appointees shall be chosen in consultation with the group they will represent.
- 9.5.5.5 Board appointees shall serve without remuneration but shall be eligible to receive reimbursement for approved expenses incurred on behalf of the Church.

9.5.6 Organization

- 9.5.6.1 The Board shall designate a Chair and a Vice-Chair from among the lay elders. They shall serve for one year and may be re-nominated without term limit. In the absence of the Chair of the Board, the Vice-Chair shall chair the meeting. If neither of the aforementioned is present the Board members may choose a member to act as the meeting chair *pro tem*.
- 9.5.6.2 The Board shall select a Board Secretary from among the lay elders and pastors, or vest this position in someone other than a member of the Board. The Board Secretary shall be responsible for the preparation and custody of the minutes of the Board, and for all other records and communications of the Board. The Board Secretary shall provide the Church Clerk with a copy of the minutes of the Board to be filed in the Church Office.
- 9.5.6.3 The Board shall meet regularly on a day, time and place of its choosing, and of such regular meeting no notice need be sent.
- 9.5.6.4 Special meetings of the Board may be called by the Chair, by the Vice-Chair on direction of the Chair, or by the Vice-Chair on direction in writing of two other Board members. Notice of such meetings together with an agenda indicating the nature of the business to be considered shall be given to each Board member no less than seven days before the meeting is to take place.
- 9.5.6.5 No formal notice of meetings shall be necessary if all the Board members are present or if those absent have signified their consent to the meetings held in their absence.
- 9.5.6.6 Board meetings may also be held, without notice, immediately following the AGM of the Church.
- 9.5.6.7 Sixty percent of the lay elders at a duly called meeting of the Board shall form a quorum for the transaction of business.
- 9.5.6.8 Questions arising at any meeting of the Board shall be decided by a majority, being 50 percent plus one. In the case of an equality of votes, whether upon a show of hands or a secret written ballot, the Chair or his alternate shall have a second or casting vote.

- 9.5.6.9 All votes at such meetings shall be by a show of hands or by assent or dissent or, if so demanded by any lay elder present, by secret written ballot.
- 9.5.6.10 Declaration by the Chair that a resolution has been carried and an entry to that effect in the minutes shall be admissible in evidence as prima facie proof of the fact without proof of the number or proportion of the votes recorded in favor of or against such resolution.
- 9.5.6.11 The Board may consider or transact any business, either special or general, at any meeting provided that notice of the business to be considered was given with notice of the meeting, or is properly waived.

9.6 Pastors

- 9.6.1 The pastors of the Church shall be men who, in addition to the qualifications for membership in the Church, shall demonstrate the Biblical qualities of elders and overseers as found, for example, in 1 Timothy 3:1-7, Titus 1:6-9 and 1 Peter 5:1-4.
- 9.6.2 By virtue of their acceptance of the call to the pastoral ministry of the Church, they shall become members of the Church and members of the Board as vocational elders.
- 9.6.3 Pastors shall be ex officio, non-voting members of all boards, departments and committees. Pastors shall be able to present motions, move and second motions, and participate in the discussion of motions but shall not vote in the decision of motions.
- 9.6.4 Pastors shall be encouraged to cooperate with the local organized work of Baptist and other evangelical churches when such cooperation is consistent with our Church's faith and practice.

9.6.5 Term of Service

- 9.6.5.1 A pastor shall be chosen for an indeterminate period, and in return for his services shall be given such remuneration as the Church may decide in agreement with him.
- 9.6.5.2 At least two months' notice shall be given by either pastor or Church, whenever either party wishes to dissolve the relationship, unless otherwise agreed by both parties.

9.6.6 Lead Pastor

9.6.6.1 The Lead Pastor shall:

- a) Be a believer in, and a preacher of, the doctrines embodied in the Bible and defined by the Statement of Faith of the Church.
- b) Give himself primarily to the ministry of preaching and teaching.
- c) Minister to the needs of the Church family through visitation in cooperation with other members of the pastoral team.
- d) Be responsible for the public worship services of the Church.
- e) Oversee the performance and administration of the ordinances of the Gospel as set forth in the Statement of Faith.
- f) Facilitate communication and coordination within the pastoral team to accomplish the purpose of the Church as stated in Article II of the Bylaws.
- g) Perform all other duties commonly incumbent upon this office. Responsibility for pastoral duties not delegated to other members of the pastoral team shall remain the responsibility of the Lead Pastor.

9.6.7 Associate Pastors

9.6.7.1 As deemed necessary, the Church shall call associate pastors to oversee particular aspects of the work of the Church.

9.6.7.2 Each associate pastor shall have a job description which defines his specific duties. The job description shall be prepared by the Board and approved by the membership.

9.6.7.3 It is recognized that some areas of ministry will overlap. The pastors shall work to resolve any issues that arise from the overlap of areas but in the event that the pastors are unable to do so, they shall refer the matter to the lay members of the Board for resolution.

9.6.8 Calling a Pastor

9.6.8.1 The calling of a pastor occurs following the resignation of a pastor, the removal of a pastor or the creation of a new pastoral position.

- 9.6.8.2 In the case of the resignation of a pastor and the acceptance of the resignation by the Church, or the removal of a pastor by the Church, the Board shall review the job description of the pastor in question and determine if it is still relevant to the needs of the Church. If no changes are deemed necessary, the Board shall call on the membership of the Church to form a Search Committee. If changes are deemed necessary, the Board shall draft a revised job description for approval by the membership prior to the formation of a Search Committee.
- 9.6.8.3 In the case of the creation of a new pastoral position, the Board shall draft a job description and present it to the membership for approval. Upon approval the Board shall call on the membership to form a Search Committee.
- 9.6.8.4 The Search Committee shall be composed of no less than five members of the Church, two of whom shall be lay elders, one of whom shall chair the committee.
- 9.6.8.5 The duties of the Search Committee shall be:
- a) To investigate the merit of every man under consideration in regard to his personal character, education, ministerial record, and skills and abilities relative to the particular job description under consideration.
 - b) To determine his fitness for the pastorate of the Church.
 - c) To recommend to the Board a suitable candidate. Upon approval by the Board, the candidate shall be recommended to the members for election.
- 9.6.8.6 In the case of a pastoral candidate who is married, the Board shall interview the candidate's wife for church membership prior to his recommendation to the membership for election to office. The recommendation of a married pastoral candidate for election to the office of pastor of the Church shall be accompanied by a recommendation of his wife for membership in the Church. Upon acceptance of the call by her husband she shall be deemed a member of the Church.
- 9.6.8.7 The calling of a pastor requires a Special Resolution. If the Special Resolution is passed in favour of the candidate, he shall be deemed called by the Church.

9.7 Treasurer

9.7.1 The Treasurer shall be nominated by the Board, with the assistance of the Nominating Committee, and elected by the members at the AGM, and shall be responsible for the preparation and custody of the financial books and records of the Church.

9.7.2 In addition to meeting the qualifications for membership in the Church, the Treasurer shall be a man or woman who demonstrates the Biblical qualities of deacons as found, for example, in 1 Timothy 3:8-13.

9.7.3 The Treasurer shall be responsible to the Board but shall not be a member of the Board.

9.7.4 The Treasurer shall serve without remuneration but shall be eligible to receive reimbursement for approved expenses incurred on behalf of the Church.

9.7.5 Term of Service

9.7.5.1 The Treasurer shall be elected to serve a three-year term. After six consecutive years of service, they shall not be eligible for re-election as Treasurer or to hold the office of Assistant Treasurer for a period of one year.

9.7.6 Duties and Responsibilities

9.7.6.1 The Treasurer shall:

- a) Ensure that proper accounting procedures are carried out for all Church funds received and disbursed.
- b) Ensure that annual statements of receipts and disbursements, and any other statements as may from time to time be requested, are prepared.
- c) Be responsible for payment of approved Church expenditures.
- d) Chair the Budget Committee comprised of two lay elders, a representative from each of the Property, Care and Worship Deacons, and the Assistant Treasurer. The Budget Committee will prepare an annual budget for submission to the Board.
- e) Be responsible to prepare an annual financial statement for submission to the Board.
- f) Be responsible to present an annual audited financial report to the Board.

- g) Ensure that the Church's non-profit status with the Federal government is maintained.
- h) Train and mentor the Assistant Treasurer in all aspects of the Duties and Responsibilities of the Treasurer in order to prepare him/her as a possible candidate for the office of Treasurer.
- i) Be empowered to appoint individuals or committees, subject to Board approval, to assist in the area of finance such as, but not limited to, issuing cheques, preparing and depositing Church offerings, and issuing Church offering envelopes. These appointees shall be accountable to the Board through the Treasurer.

9.8 Assistant Treasurer

9.8.1 The Assistant Treasurer shall be nominated by the Board, with the assistance of the Nominating Committee, and elected by the members at the AGM, and shall be responsible to assist the Treasurer in the execution of his/her duties and responsibilities.

9.8.2 In addition to meeting the qualifications for membership in the Church, the Assistant Treasurer shall be a man or woman who demonstrates the Biblical qualities of deacons as found, for example, in 1 Timothy 3:8-13.

9.8.3 The Assistant Treasurer shall be responsible to the Board through the Treasurer.

9.8.4 The Assistant Treasurer shall serve without remuneration but shall be eligible to receive reimbursement for approved expenses incurred on behalf of the Church.

9.8.5 Term of Service

9.8.5.1 The Assistant Treasurer shall be elected to serve a three-year term. After six consecutive years of service, he/she shall not be eligible for re-election for a period of one year as Assistant Treasurer.

9.8.6 Duties and Responsibilities

9.8.6.1 The Assistant Treasurer shall:

- a) Assist the Treasurer in the execution of his/her duties and responsibilities.
- b) In the absence of the Treasurer, fulfill the duties and responsibilities of the Treasurer.

- c) Under the direction of the Treasurer, assist in directing the work of the Finance Appointees.
- d) Under the tutelage of the Treasurer endeavor to learn all aspects of the Duties and Responsibilities of the Treasurer in order to be prepared as a potential candidate for the office of Treasurer.

9.9 Church Clerk

9.9.1 The Church Clerk shall be nominated by the Board, with the assistance of the Nominating Committee, and elected by the members at the AGM, and shall be responsible for the preparation and custody of the minutes and proceedings of the meetings of the members of the Church, and for the custody of the minutes and proceedings of the Board and of any other committees, and all non-financial records.

9.9.2 In addition to meeting the qualifications for membership in the Church, the Church Clerk shall be a man or woman who demonstrates the Biblical qualities of deacons as found, for example, in 1 Timothy 3:8-13.

9.9.3 The Church Clerk shall be responsible to the Board but shall not be a member of the Board.

9.9.4 The Church Clerk shall serve without remuneration but shall be eligible to receive reimbursement for approved expenses incurred on behalf of the Church.

9.9.5 Term of Service

9.9.5.1 The Church Clerk shall be elected to serve a three-year term. After six consecutive years of service, he/she shall not be eligible for re-election for a period of one year.

9.9.6 Duties and Responsibilities

9.9.6.1 The Church Clerk shall:

- a) Be responsible to prepare the minutes of all meetings of the members of the Church and to publish the minutes to the members.
- b) Be responsible to maintain an up-to-date list of the Church membership, noting their status as either active or inactive as determined by the Board.
- c) Prepare an annual report of the membership list, noting changes of status, additions and deletions.

- d) Be responsible to take attendance at all meetings of the members to determine if a quorum of members is present.
- e) Keep custody of the minutes and proceedings of the meetings of the members, the Board and of any other committees.
- f) Within 60 days following the fiscal year end forward to the Church solicitor a copy of any Special Resolution that would rescind, amend or add to the Bylaws, a copy of all minutes for the fiscal year and any other items required for proper filing of the Church's annual return under The Societies Act of Alberta.

9.10 Deacons

- 9.10.1 Deacons shall be nominated by the Board, with the assistance of the Nominating Committee, and elected by the members at the AGM. The work of a deacon is to provide service ministry to the Church in support of the oversight ministry of the elders. A variety of service ministries are needed by the Church and so the deacons' ministry is sub-divided into specific service areas. These service areas are flexible and, according to the dynamics and growth of the Church, the Board from time to time may recommend to the members changes to the Deacons Bylaws.
- 9.10.2 In addition to meeting the qualifications for membership in the Church, a deacon shall be a man or woman who demonstrates the Biblical qualities of deacons as found, for example, in 1 Timothy 3:8-13, and its function as illustrated in Acts 6:1-7.
- 9.10.3 The Deacons shall be responsible to the Board but shall not be members of the Board.
- 9.10.4 The Deacons shall serve without remuneration but shall be eligible to receive reimbursement for approved expenses incurred on behalf of the Church.

9.10.5 Term of Service

- 9.10.5.1 Deacons shall be elected to serve a three-year term. After six consecutive years of service, they shall not be eligible for re-election for a period of one year.

9.10.6 Property Deacons

- 9.10.6.1 The Property Deacons shall be responsible for the Church properties, furniture, fixtures and equipment.

9.10.6.2 The number of Property Deacons shall not be less than three.

9.10.6.3 The Property Deacons shall be:

- a) Responsible to the Board and shall designate one of their number to be the Property Coordinator.
- b) Responsible for the internal and external maintenance and improvement of the Church properties.
- c) Responsible for the maintenance of the grounds of the Church including the lawns and gardens and the clearing of snow and ice.
- d) Responsible for the regular cleaning of the Church building.
- e) Responsible to ensure that the Church building is compliant with all civic and safety codes and that all necessary insurances are adequately maintained.
- f) Responsible to ensure that all facility use conforms to the Board's policy on the nature of events to be held on the Church's property.
- g) Empowered to hire and terminate persons or agencies for the purpose of managing or maintaining church properties.
- h) Empowered to appoint individuals or committees, subject to Board approval, to assist in the area of property. These appointees shall be accountable to the Board through the Property Coordinator.

9.10.7 Care Deacons

9.10.7.1 The Care Deacons shall provide care ministry in the name of Christ to those in need. Because the Bible indicates that both men and women are to serve as Deacons (1 Timothy 3:8-13), and because in some situations it is more appropriate for men to give care to men and women to give care to women, the Care Deacons shall be composed of men and women. Care Deacons may be married couples.

9.10.7.2 The number of Care Deacons shall not be less than six, consisting of at least three men and of at least three women.

9.10.7.3 The Care Deacons shall:

- a) Be responsible to the Board and shall designate one of their number to be the Care Coordinator who shall work under the direction of the pastor who has oversight of visitation and care.

- b) Be responsible to visit and minister to the sick, bereaved, elderly, and others in need in keeping with such Scriptures as Acts 6:1-7, James 1:27 and Matthew 25:35-36.
- c) Be empowered to appoint individuals or committees, subject to Board approval, to assist in the area of care such as, but not limited to, prayer ministry, distribution of clothing and food, organization of wedding and baby showers, celebration of milestone events and anniversaries, home and car repair, transportation to appointments, and moving assistance. These appointees shall be accountable to the Board through the Care Coordinator.
- d) Provide benevolent assistance to those in need according to the Board's Benevolent Policy.

9.10.8 Worship Deacons

9.10.8.1 The Worship Deacons shall facilitate the worship services of the Church.

9.10.8.2 The number of Worship Deacons shall not be less than three.

9.10.8.3 The Worship Deacons shall be:

- a) Responsible to the Board and shall designate one of their number to be the Worship Coordinator who shall work under the direction of the pastor who has oversight of worship.
- b) Empowered to appoint individuals or committees, subject to Board approval, to assist in the area of worship such as, but not limited to, greeters, Welcome Centre personnel, ushers, a Music Committee and an Audio Visual Team. These appointees shall be accountable to the Board through the Worship Coordinator.
- c) Responsible for the preparations for the Lord's Table.
- d) Responsible to assist baptismal candidates as required and shall maintain the baptismal supplies of the Church.
- e) Responsible for the decoration of the worship area of the Church.

9.11 Officers of the Society of First Baptist Church, Olds, AB

9.11.1 For the purposes of The Societies Act of Alberta the Chair of the Board shall be the President of the Society, the Treasurer shall be the Treasurer of the Society, the Church Clerk shall be the Secretary of the

Society, and the lay elders of the Board shall be the Board of Directors of the Society.

Article 10 – Elections

- 10.1** The election of officers, Business Meeting Chair and Business Meeting Vice-Chair shall be held annually at the AGM Part 1. A slate of nominees shall be presented to the members by the Board at least two Sundays prior to the meeting. The slate shall be posted in a visible location in the Church and copies of the slate shall be provided for distribution to the members.
- 10.2** Voting for officers shall be done by secret written ballot.
- 10.3** To provide continuity in ministry, newly elected officers shall begin their terms immediately upon election and outgoing incumbents shall continue in their positions until year end. The incumbent Business Meeting Chair and Business Meeting Vice-Chair shall continue in their positions until year end, and the newly elected Business Meeting Chair and Business Meeting Vice-Chair shall begin their terms in the new year.
- 10.4** Any member with reason to believe that a nominated candidate is unqualified for an office should express such concern to the Board as far in advance as possible before the members meeting.

10.5 The Nominating Committee

- 10.5.1 The Nominating Committee shall assist the Board in its work by submitting to the Board a list of nominees for all offices and the positions of Business Meeting Chair and Business Meeting Vice-Chair. The Nominating Committee shall consist of seven members: two lay Elders, one representative from each of the Property, Care and Worship Deacons and two members-at-large elected from the membership. One of the Elders shall chair the meetings of the Nominating Committee.
- 10.5.2 The Nominating Committee shall be responsible to present a list of nominees to the Board at least four weeks prior to the AGM Part 1. After due consideration of the recommendations of the Nominating Committee the Board shall present a slate of nominees to the members two Sundays prior to the AGM Part 1.
- 10.5.3 Members-at-large shall be elected to serve a one-year term. After three consecutive years of service, they shall not be eligible for re-election for a period of one year.

Article 11 – The Powers of the Board

11.1 Subject to the requirements of the Act, without in any way derogating from the foregoing, the Board is expressly empowered, from time to time:

- a) To purchase, lease or otherwise acquire, alienate, sell, exchange or otherwise dispose of lands, buildings and other property, moveable or immovable, real or personal, or any right or interest therein owned by the Church, for such consideration and upon such terms and conditions as they may deem advisable but only with approval of the membership given at a properly conducted meeting.
- b) To invest all or any of its bonds or moneys and all or any funds or moneys vested in or acquired by it for the uses and purposes of carrying out the objects of the Church, in and upon any security, equity, bond, debenture or other investment instrument whatsoever and, for the purposes of such investment, the Board may take, receive and accept mortgages of whatever rank or priority as may be determined by the Board, or other security, if any, or assignments thereof, whether made and executed directly to the Church or to any corporation, body, company or person in trust for it, and the Board may sell, grant, assign and transfer such mortgages or other security or assignments either wholly or partly but only with approval of the membership given at a properly conducted meeting.
- c) To employ counsel, solicitors, accountants and agents and to employ persons in any business, profession or trade, to transact any business or trade or professional duty or to do any act in relation to the Church, including the execution of documents and the receipt and payment of money but only with approval of the membership given at a properly conducted meeting.
- d) To obtain the opinion, advice or information of any lawyer, financial adviser, valuator, surveyor, broker, auctioneer, or other experts and professional persons, at their discretion, but shall act on such opinion, advice or information only with the approval of the membership given at a properly conducted meeting but the Board shall not be responsible for any loss, depreciation or damage occasioned by acting or not acting in accordance therewith.
- e) To approve non-budgeted expenditures totalling no greater than the amount determined annually by the Budget Committee and approved by the members at the AGM. Such expenditures shall be reported to the members at the next regular or special meeting and shall be reported in the annual financial statement. Non-budgeted expenditures that exceed the approved amount shall require the approval of the members at a properly conducted meeting.

11.2 For the purpose of carrying out the objects of the Church, the Board may authorize the borrowing or the raising of money and the securing of debt in any manner which they see fit but only with approval of the membership by a Special Resolution passed at a properly conducted meeting.

Article 12 – The Liability of the Elders

- 12.1** Every Elder of the Church shall be deemed to have assumed office on the express understanding and agreement and condition that every Elder of the Church and his heirs, representatives and estate and effects respectively shall from time to time and at all times be indemnified and saved harmless out of the funds of the Church from and against all costs, charges and expenses whatsoever which such Elder sustains or incurs in or about any action, suit or proceedings which is brought, commenced or prosecuted against him for or in respect of any act, deed, matter or thing whatsoever made, done or permitted by him or any other Elder or Elders in or about the execution of the duties of his or their office, and also from and against all other cost, charges and expenses which he sustains or incurs in or about or in relation to the affairs thereof except such costs, charges or expenses as are occasioned by his own willful neglect or default or in bad faith.

Article 13 – The Seal

- 13.1** The Board may adopt a seal, which shall be the common seal of the Church.
- 13.2** The Board shall provide for the safe custody of the common seal of the Church. The Board shall determine and prescribe which persons shall be authorized to affix the corporate seal of the Church to documents, contracts and other instruments. Where no specific authorization has been made by the Board, the seal may be affixed under the hands of any two lay Elders of the Church to documents, contracts or other instruments. Any Officer or lay Elder of the Church may, for the purpose of certifying under the seal of the Church copies of or extracts from the objects or Bylaws of the Church or minutes of meetings or resolutions of the members or Board of the Church, affix the corporate seal under his or her signature alone.
- 13.3** The Church may, as the Board may prescribe, have for use in any other province, state or country, an official seal which shall be a facsimile of the corporate seal of the Church, with the addition on its face of the name of the province, state or country where it is to be used.

Article 14 – Winding Up or Dissolution

- 14.1** In the event of a voluntary winding up or a dissolution, the property of the Church shall first be applied in satisfaction of its liabilities, and any surplus shall be paid to The Canadian Baptists of Western Canada, or such other charitable,

benevolent, or other organizations as may be approved by resolution of the members so long as the Donee is a qualified donee, as described in subsection 149.1(1) of the Income Tax Act, during its lifetime and upon its dissolution.

- 14.2** All costs, charges and expenses properly incurred in the voluntary winding up or dissolution of the Church are payable out of the assets of the Church in priority to all other claims.

Article 15 – Banking Arrangements

- 15.1** The banking business of the Church, or any part thereof, shall be transacted with such bank, trust company or other firm or corporation ("the bank") carrying on a banking business as the Board may designate or appoint or authorize from time to time by resolution, and all such banking business, or any part thereof, shall be transacted on the Church's behalf by such one or more Officers or other persons as the Board may designate, direct or authorize from time to time by resolution and to the extent therein provided, including, but without restricting the generality of the foregoing:

- a) The operation of the Church's accounts.
- b) The making, signing, drawing, accepting, endorsing, negotiating, lodging, depositing or transferring of any cheques, promissory notes, drafts, acceptances, bills of exchange and orders for the payment of money.
- c) The giving of receipts for orders relating to any property of the Church.
- d) The execution of any agreement relating to any such banking business and defining the rights and powers of the parties thereto.
- e) The authorizing of any officer of such bank to do any act or thing on the Church's behalf to facilitate such banking business.

Article 16 – Auditing, Books and Records

- 16.1** The books, accounts and records of the Church shall be audited at least once each year by a duly qualified individual recommended by the Board and ratified by the Church membership. A complete and proper statement of the standing of the books for the previous year shall be submitted by such auditor or his/her representative at the AGM Part 1 of the Church.
- 16.2** The books and records of the Church may be inspected by any member of the Church at the annual meeting or at any time during business hours upon giving reasonable notice and arranging a time satisfactory to the Officer or Officers having charge of same. Each Elder shall at all times have access to such books and records.

Article 17 – Amendments to the Bylaws

- 17.1** Any changes to these Bylaws, including their rescission or alteration or the addition of new bylaws, require a Special Resolution to be passed at a meeting of the Church duly called according to the provisions for a Special Resolution stated hereinbefore. Notice of the date, time and intention of such a meeting shall be given at least 21 days in advance by a verbal notice at the services of worship of the Church, and by posting in a visible location in the Church and in the Church bulletin handout.
- 17.2** Every effort shall be made to ensure that these Bylaws are consistent with the Bylaws submitted to the Province of Alberta for the purpose of incorporation under The Societies Act of Alberta. In the event of an inconsistency, these Bylaws shall prevail over those on file with the Province of Alberta.
- 17.3** In order to maintain consistency the Church Clerk shall within 60 days following the fiscal year-end forward to the Church solicitor a copy of any Special Resolution that would rescind, amend or add to the Bylaws, a copy of all minutes for the fiscal year-end, and any other items required for proper filing of the Church's annual return.

Article 18 – Interpretation

- 18.1** In all Bylaws of the Church, the singular shall include the plural and the plural the singular; the word "person" shall include corporations and societies. Wherever reference is made to any statute or section thereof such reference shall be deemed to extend and apply to any amendment to said statute or section, as the case may be.

These Bylaws shall take effect as of January 1, 2017.

SIGNED and DATED by the applicants at the Town of Olds, in the Province of Alberta, this _____ day of _____ A.D. 20_____.

APPENDIX A

Policy of First Baptist Church, Olds, regarding the interpretation of the Biblical qualification for elders: "able to teach" 1 Timothy 3:2 (ESV)

**"He must hold firm to the trustworthy word as taught, so that he may be able to give instruction in sound doctrine and also to rebuke those who contradict it."
Titus 1:9 (ESV)**

We believe that elders are to be spiritually mature men who have a good grasp of essential Biblical teaching and are able to communicate it to others. This doesn't necessarily mean that he has to be able to preach a Sunday morning sermon, but it does mean he needs to be able to teach the Bible to others. Specifically, do people who have questions about the Bible understand it better after talking to him? Is he able to instruct others in the faith, whether through preaching, teaching, leading a small group, or one-on-one conversation?

Elders should have a firm understanding of the Biblical foundation of our Statement of Faith, such as the authority and sufficiency of Scripture, the Triune nature of God, the divinity and humanity of Christ, his identity as the only Saviour of the world and his saving work on the cross. In addition, an elder should understand and be able to communicate the Biblical basis of our Baptist distinctives such as believer's baptism and the congregational nature of church government.

The Bible indicates that there is a distinction within the body of elders on the degree of teaching. Paul wrote to Timothy,

"Let the elders who rule well be considered worthy of double honor, especially those who labor in preaching and teaching." 1 Timothy 5:17 (ESV)

All elders "rule," that is, give oversight to the church body, and all elders are to be "able to teach," but clearly it is expected that some elders will be more focused on "preaching and teaching" than are other elders. In our church order we see that worked out in the distinction between lay elders and vocational elders. We expect more knowledge and skill in "preaching and teaching" from our vocational elders, or pastors, than we do from our lay elders, but both lay and vocational elders must "hold firm to the trustworthy word as taught" and be able to teach God's truth and correct those who are in error.

APPENDIX B

Policy of First Baptist Church, Olds, regarding the interpretation of the Biblical qualification for elders and deacons: "husband of one wife" 1 Timothy 3:2, 12; Titus 1:6 (ESV)

"Therefore an overseer must be above reproach, the husband of one wife, sober-minded, self-controlled, respectable, hospitable, able to teach," 1 Timothy 3:2 (ESV)

"Their wives likewise must be dignified, not slanderers, but sober-minded, faithful in all things. Let deacons each be the husband of one wife, managing their children and their own households well." 1 Timothy 3:11-12 (ESV)

"if anyone is above reproach, the husband of one wife, and his children are believers and not open to the charge of debauchery or insubordination." Titus 1:6 (ESV)

We believe 1 Timothy 3:2, 12 to teach that a man is disqualified from the office of elder or deacon if he has been unfaithful to his wife. Similarly, we understand 1 Timothy 3:11 and 1 Timothy 5:9 to indicate that a woman is disqualified from the office of deacon if she has been unfaithful to her husband. While forgiveness is theirs in Christ and involvement in other forms of ministry in the church are open to them, admission or readmission to the office of elder or deacon is not open to them. The faithfulness of Christ to His Bride, the Church, is to be reflected in the faithfulness of a leader of the church toward his or her spouse and on the issue of marital faithfulness their testimony is to be clear.

A man or woman who has been divorced due to the unfaithfulness of their spouse, however, is not thus disqualified. The Bible allows for the remarriage of a man or woman who has been the victim of spousal unfaithfulness (Matthew 5:32; 19:9) and those who do so are not disqualified from the office of elder or deacon. Remarriage following the death of a spouse does not disqualify from office (1 Corinthians 7:39).

The *ESV Study Bible* note on 1 Timothy 3:2, "the husband of one wife," states:

The phrase literally states, "of one woman [wife] man [husband]." Many commentators understand the phrase to mean "having the character of a one-woman man," that is, "faithful to his wife." In support of this view is the fact that a similar phrase is used in 1 Tim. 5:9 as a qualification for widows (Gk. henos andros gynē; "one-man woman," i.e., "wife of one husband"), and in that verse it seems to refer to the trait of faithfulness, for a prohibition of remarriage after the death of a spouse would be in contradiction to Paul's advice to young widows in 5:14. Interpreters who hold this first view conclude that the wording of 3:2 is too specific to be simply a requirement of marriage and not specific enough to be simply a reference to divorce or remarriage after divorce. In the

context of this passage, the phrase therefore prohibits any kind of marital unfaithfulness.¹

¹ Crossway Bibles. (2008). The ESV Study Bible (p. 2329). Wheaton, IL: Crossway Bibles.

APPENDIX C

Policy of First Baptist Church, Olds, regarding the interpretation of the Biblical qualification for elders and deacons: "and his children are believers and not open to the charge of debauchery or insubordination." Titus 1:6 (ESV)

"He must manage his own household well, with all dignity keeping his children submissive, for if someone does not know how to manage his own household, how will he care for God's church?" 1 Timothy 3:4-5 (ESV)

"Let deacons each be the husband of one wife, managing their children and their own households well." 1 Timothy 3:12 (ESV)

We believe that 1 Timothy 3:4, 12 and Titus 1:6 are referring to the general submission and behavior of an elder's or deacon's children and not to their salvation. To be clear, we are speaking of children who are living at home and are still under their parent's authority, not adult children, whether they live at home or not. What must not characterize the children of an elder or deacon is immorality and undisciplined rebelliousness, if the children are still at home and under his/her authority.

Our reasoning is as follows. The simple question here is: Does the Bible require that an elder's or deacon's children be believers or only that they must be faithful, submissive and obedient? The word translated as "believers" (Grk. *pistas*) in Titus 1:6 can mean either "believing" (cf. 1 Timothy 6:2, ESV) or "faithful" (cf. 2 Timothy 2:2, ESV) in Paul's Pastoral Epistles so the word alone won't answer the question.

However, when we take Titus 1:6 together with 1 Timothy 3:4, we find that they are making parallel claims regarding the qualifications of an elder or deacon with regard to his/her children. In Greek, the phrase in 1 Timothy 3:4 is literally, "children having in submission" and in Titus 1:6 the phrase is "children having faithful/believing." The "submission" of 1 Timothy 3:4 helps us understand the use of "*pistas*" in Titus 1:6 and it directs us toward the meaning of "faithful" rather than toward "believing." The King James Version (KJV) and Holman Christian Standard Bible (HCSB) translate Titus 1:6 in this way:

"If any be blameless, the husband of one wife, having faithful children not accused of riot or unruly." Titus 1:6 (KJV)

"one who is blameless, the husband of one wife, having faithful children not accused of wildness or rebellion." Titus 1:6 (HCSB)

It should also be understood that in Roman society, "marriage was the primary transition from childhood to adulthood. Legally, girls could marry at twelve, boys at fourteen."² In Jewish culture, "one of the major rituals for adulthood for boys occurred at age thirteen when they took on the "yoke of the Torah."³ In speaking of "children" the New Testament is referring to pre-adolescent boys and girls.

² Stamps, D. L. (2000). Children in Late Antiquity. In C. A. Evans & S. E. Porter (Eds.), *Dictionary of New Testament background: a compendium of contemporary biblical scholarship* (electronic ed., p. 199). Downers Grove, IL: InterVarsity Press.

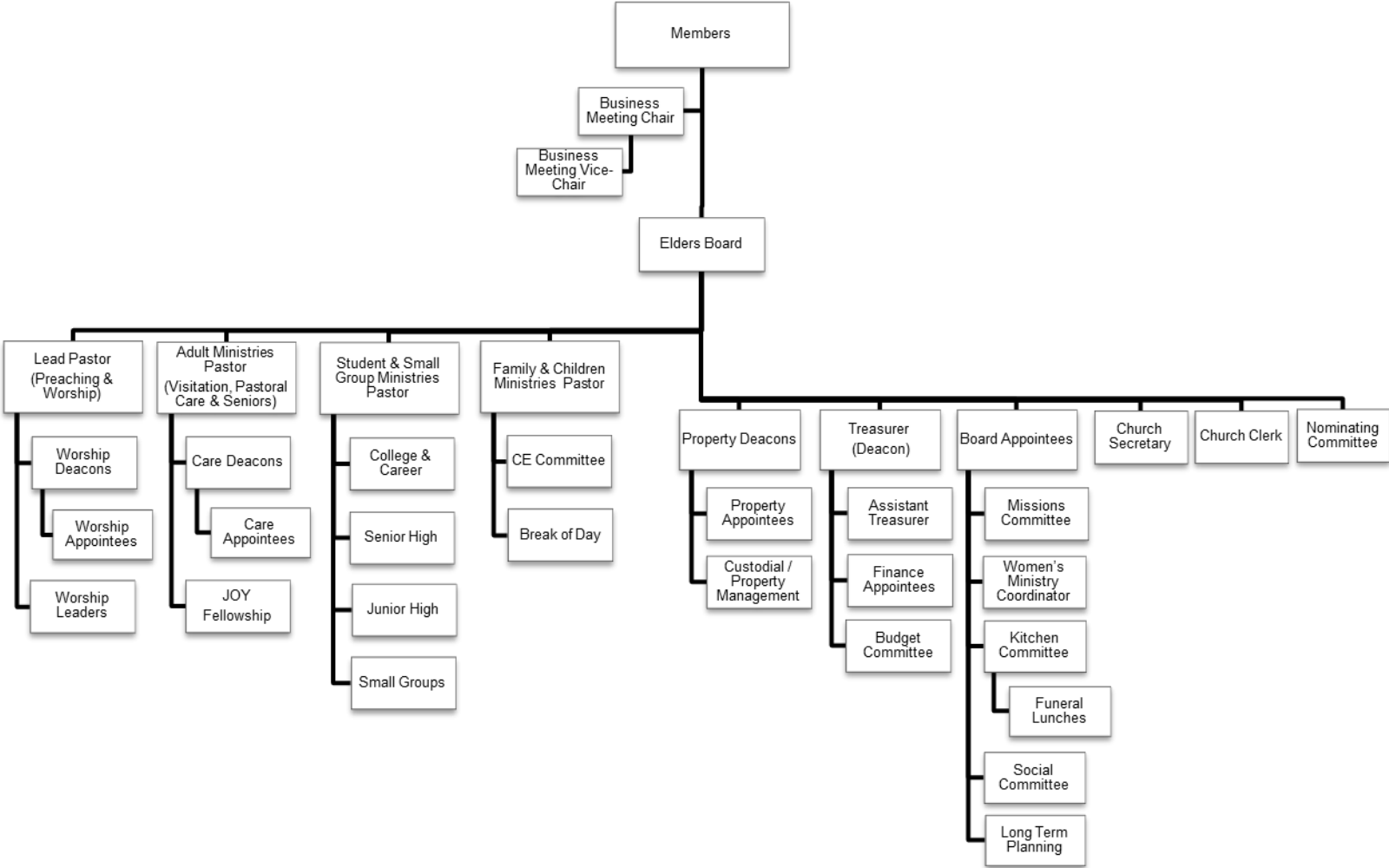
³ Stamps, D. L. (2000). Children in Late Antiquity. In C. A. Evans & S. E. Porter (Eds.), *Dictionary of New Testament background: a compendium of contemporary biblical scholarship* (electronic ed., p. 200). Downers Grove, IL: InterVarsity Press.

CHURCH BOARD MEMBER'S NAME

WITNESS' NAME and ADDRESS
(including postal code)

_____ Signature	_____ Signature
_____ Signature	_____ Signature
_____ Signature	_____ Signature
_____ Signature	_____ Signature
_____ Signature	_____ Signature

First Baptist Church, Olds



Note: For information only; does not form part of the Bylaws.

"What should I look for when considering who to nominate as an elder?"⁴

The most important thing to look for in a potential elder is whether or not he meets the biblical qualifications.

1. **Is he above reproach** (1 Tim. 3:2)? The question here is not, "Is he perfect?", but rather, does he display a consistent pattern of holy living that commends the gospel? Is his life free from obvious, unaddressed sins that bring reproach on the name of Christ?
2. **If married, is he faithful to his wife** (1 Tim. 3:2)? If single, does he honor Christ with his body (1 Cor. 6:18-19)?
3. **Is he sober-minded, self-controlled, and respectable** (1 Tim. 3:2)?
4. **Is he able to teach** (1 Tim. 3:2)? This doesn't necessarily mean that he has to be able to preach a Sunday morning sermon, but it does mean he needs to be able to teach the Bible to others. Specifically, do people who have questions about the Bible understand it better after talking to him? Is he able to instruct others in the faith, whether through preaching, teaching, leading a small group, or one-on-one conversation?
5. **Does he control his temper, appetites, and attitudes** (1 Tim. 3:3)? Paul says that an elder must be "...not a drunkard, not violent but gentle, not quarrelsome, not a lover of money." Does this man show restraint and self-control in his speech, actions, use of money, and use of alcohol?
6. **Is he hospitable** (1 Tim. 3:2)? Does he open his home to others in order to serve them and care for them? Or is he greedy and protective over his resources and time?
7. **Does he manage his household well** (1 Tim. 3:4-5)? Does he care for and lead his family in a way that honors God? Do his children respect and obey him?
8. **Is he a seasoned believer** (1 Tim. 3:6)? Paul says that an elder "must not be a recent convert, or he may become puffed up with conceit and fall into the condemnation of the devil." Is this man a recent convert or a seasoned believer? Keep in mind this may mean different things in different contexts.
9. **Is he well thought of by outsiders** (1 Tim. 3:7)? Does he generally have a good reputation with those outside the church? Does he commend the gospel and build bridges to non-Christians?

Note: For information only; does not form part of the Bylaws.

⁴ <http://9marks.org/answer/what-should-i-look-when-considering-who-nominate-elder/>