

# Current Bylaws of Hampton Park Baptist Church

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## HPBC Membership Covenant

For God's glory and by the power of the Spirit, Hampton Park Baptist Church exists to proclaim and to display to all people the good news of redemption through Jesus. Our desire is to make disciples who live "life by the Book." By God's grace, we joyfully commit to the following:

Having received Jesus as Savior and Lord and having been baptized in the name of the Father, the Son, and the Holy Spirit, we commit to **love God supremely**.

We will adore Him above all else as our highest joy and satisfaction, delight in and obey His Word, and daily present our lives to Him as a living and holy sacrifice.

We also commit to **love one another graciously**.

We will encourage one another in the faith, using our words, actions, and Christian liberties to build one another up rather than tear one another down.

We will pursue the unity of the church, receiving and showing hospitality to one another and considering one another as more important than ourselves.

We will promote the spiritual growth of one another by participating in the worship, ordinances, and discipline of our church, by scripturally testing the teachings of our church, and by giving generously of our resources to

meet the needs of our body and spread the gospel to all nations.

We will not hide sin, but deal with one another's sins with forbearance and forgiveness.

We will watch over one another in brotherly concern, pray for one another, help one another in trials, and use our spiritual gifts to serve one another by God's grace.

We further commit to **reach the world compassionately**.

We will involve ourselves actively in the lives of the community around us, living lives worthy of the gospel.

We will keep ourselves unstained from the world and share the truths of the gospel through local and global efforts.

When parted from this church, we will make every effort to unite with another likeminded church where we can carry out the spirit of this covenant.

And when we fail to meet the Scriptural standards for church life as expressed in this covenant, we will come boldly to God's throne of grace to confess our sins and receive forgiveness through the blood of Jesus, comforted in the fact that the One who began a good work in us will bring it to completion.

May the grace of the Lord Jesus Christ, and the love of God, and the fellowship of the Holy Spirit be with us all. Amen.

## **1.000 Corporate**

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### **1.120 Name and Location**

The name of this corporation is "Hampton Park Baptist Church of Greenville," which was duly created by a Certificate of Incorporation issued by the Secretary of State of South Carolina on May 6, 1969, amended on June 23, 1972, and on August 23, 2016, which shall be located at 875 State Park Road, Greenville, South Carolina, in the County of Greenville, State of South Carolina.

### **1.140 Corporate Purposes**

The purpose of this corporation is exclusively religious, to own and operate a Christian church. For God's glory and by the power of the Spirit, Hampton Park Baptist Church exists to proclaim and to display to all people everywhere the good news that God is calling out a people for His name from every nation, kindred, and tongue through the redemptive work of the only Savior, the Lord Jesus Christ. This corporation shall not be operated for a profit and shall have all the powers and authorities conferred upon eleemosynary corporations conferred by the Code of Laws of South Carolina of 1976, as amended.

### **1.160 Corporate Seal**

This corporation shall have a corporate seal circular in design with the words inscribed thereon: "Hampton Park Baptist Church of Greenville, 1969 Corporate Seal."

### **1.180 Tax Exempt Status**

This corporation is organized for religious purposes within the meaning of the Internal Revenue Code of 1954, Section 501, and includes for such purposes the making of distributions to organizations that qualify as exempt organizations under Section 501 of the Internal Revenue Code of 1954 or the corresponding provisions of any future United States Internal Revenue Law. No part of the net earnings of this corporation shall inure to the benefit of or be distributable to its members, deacons, pastors, officers, or other private persons except that the corporation shall be authorized to pay for reasonable services rendered and to make payments and distributions in furtherance of the purposes set forth in the Corporate Purposes hereof. No substantial part of the activities of this corporation shall be the carrying on of propaganda or otherwise attempting to influence legislation; and the corporation shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

Notwithstanding any other provisions of these articles, the corporation shall not carry on any activities not permitted to be carried on (a) by a corporation exempt from the Federal Income Tax under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law) or (b) by a corporation to which contributions are deductible under Section 170(c)(2) of the Internal Revenue Code of 1954 (or the

corresponding provisions of any future United States Internal Revenue Law).

### **1.200 Distribution of Assets**

Upon the dissolution of this corporation, the pastors, deacons, or congregation shall, after paying or making provision for the payment of all liabilities of this corporation, distribute the assets for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code or the corresponding section of any future federal tax code or shall distribute the assets to another local church with a mission aligned with that of Hampton Park Baptist Church.

Any such asset not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the corporation is then located exclusively for such purposes or to such organizations as said court shall determine and that are organized and operated exclusively for such purposes.

### **1.220 Delegation of Duties**

The congregation may delegate to any officer of the church any of the duties of any other officer either temporarily or permanently in the event of vacancies in office or emergencies as long as the powers and authorities delegated shall not be inconsistent with these Bylaws.

### **1.240 Bank Accounts**

All checks, drafts, or orders for payment of money issued in the name of this church or corporation shall be signed by such agents of this corporation as shall be designated by the congregation by resolution duly enacted, and all funds of this church and corporation shall be deposited only in such banks and accounts as the deacons may select and designate by resolution as the official depository of this corporation.

### **1.260 Fiscal Year**

The fiscal year of this corporation shall be from July 1 through June 30.

## **2.000 Statement of Faith**

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### **2.120 The Holy Scriptures**

We believe in the verbal (every word) and plenary (complete) inspiration of the 66 books of the Old and New Testaments;<sup>1</sup> that they are a perfect treasure of heavenly instruction with salvation as their purpose;<sup>2</sup> that they were written by men carried along by the Holy Spirit;<sup>3</sup> that they are the final authority for faith and life,<sup>4</sup> inerrant in the original writings, infallible and God-breathed;<sup>5</sup> and that they are the supreme standard by which all human conduct, creeds, interpretations, and opinions shall be tried.<sup>6</sup>

1. *Matthew 5:17-18; Luke 24:44; Romans 15:4; 2 Timothy 3:16-17; 2 Peter 3:15-16*
2. *Psalms 19:7-10; 119; 2 Timothy 3:15; James 1:21; 1 Peter 1:23-25*

3. *John 14:25-26; 16:13-15; Acts 1:16; 3:21; 2 Peter 1:19-21*
4. *John 8:31-32; Acts 20:32; 2 Peter 1:3-4; 1 John 4:6; 2 John 1:9*
5. *Proverbs 30:5-6; Isaiah 40:8; John 10:34-35; 17:14-17; 1 Thessalonians 2:13*
6. *Isaiah 8:20; 2 Timothy 3:16-17; Hebrews 4:12; 1 John 4:1-6*

### **2.140 The Godhead**

We believe in one triune God whose name is Yahweh,<sup>1</sup> perfect in His unique attributes (eternality, immutability, self-existence, self-sufficiency, omnipotence, omniscience, omnipresence)<sup>2</sup> and moral attributes (holiness, truthfulness, righteousness, justice, love, goodness, grace, mercy, wisdom);<sup>3</sup> that He is the Creator, Sustainer, and Ruler of all things,<sup>4</sup> eternally existing in three persons (Father, Son, and Holy Spirit),<sup>5</sup> co-eternal in being, co-identical in nature, co-equal in power and glory,<sup>6</sup> executing distinct but harmonious offices in the work of creation, providence, and redemption.<sup>7</sup>

1. *Exodus 3:13-15; Deuteronomy 6:4-5; Isaiah 46:9; Matthew 28:18-20*
2. *Psalms 90:2; 139:1-10; Isaiah 40:28; Jeremiah 32:17; Malachi 3:6; Acts 17:24-25; Romans 1:19-20; 11:33-36; 1 Timothy 6:15-16; James 1:17*
3. *Exodus 15:11; 34:6; Psalm 99:3, 5, 9; 119:137; Job 12:13; Jeremiah 9:24; John 14:6; Romans 2:2-5; Ephesians 2:4-5; 1 John 4:7-8, 16; 5:20*

4. *Psalm 2; 1 Corinthians 8:6; Hebrews 11:3*
5. *Matthew 3:13-17; 28:18-20; 2 Corinthians 13:14; Ephesians 4:4-6*
6. *John 1:1-2; 10:30; 15:26; 17:5; Acts 5:3-4; 1 Corinthians 2:10-11*
7. *Genesis 1:1-2; John 1:3; 15:26; Ephesians 1:3-14; 2:18; Colossians 1:16-18*

We believe in God the Father, an infinite, personal spirit<sup>1</sup> whose fatherhood pertains to His relationship within the Trinity,<sup>2</sup> His special relationship with those who become His children through faith in Jesus,<sup>3</sup> and His attitude toward all of His creation;<sup>4</sup> that He reigns with providential care, governing and disposing all things according to the purpose of His grace;<sup>5</sup> that He hears and answers prayer;<sup>6</sup> and that He saves from sin and death all who come to Him through faith in Jesus Christ.<sup>7</sup>

1. *Psalm 147:5; Jeremiah 29:11-13; Matthew 23:9; John 4:23-24; Romans 1:7; Revelation 1:6*
2. *Matthew 3:16-17; John 5:36-38; 6:37-40; 10:14-18, 27-30; 15:26; 17:20-26*
3. *Matthew 6:25-33; John 1:9-13; 17:9-11; Romans 8:12-17; 2 Corinthians 6:18; Galatians 4:6-7*
4. *Matthew 5:44-46; 6:26, 28-32; 10:29*
5. *Psalm 104:27-29; Isaiah 46:8-10; Acts 17:24-29; Ephesians 1:3-6*
6. *Psalm 17:6; 66:19-20; Matthew 6:6; Luke 11:5-13; John 18:7-8*
7. *John 3:16; 6:27; 1 Timothy 2:5-6; 1 Peter 1:3*

We believe that the Holy Spirit is the third person of the Holy Trinity and is co-equal with God the Father and God the Son; that He convicts the world of sin, righteousness, and judgment; that He is the supernatural agent in regeneration; that He indwells all believers and seals them unto the day of redemption; and that He empowers, teaches, and guides believers. John 3:5-7; John 14:16-18, 26; John 16:7-8; Ephesians 1:13-14

We believe that at the moment of salvation the believer is indwelt by the Holy Spirit and that the believer does not seek the Spirit's baptism as an evidence of salvation. It is the believer's responsibility to seek to be continually filled with the Holy Spirit. Matthew 3:11; John 1:33; 3:5-7; Romans 6:3-5; Romans 8:9; Ephesians 5:18

### **2.160 Creation**

We believe the Genesis account of creation as being neither allegory nor myth but a literal, historical account of the direct, immediate, creative acts of God in six consecutive, twenty-four-hour days without any evolutionary process; that man—spirit, soul, and body—was created by a direct work of God and not from previously existing forms of life; and that all men are descended from the historical Adam and Eve, first parents of the entire human race. Genesis 1 and 2; Isaiah 45:18; John 1:3; Colossians 1:16, 17

### **2.180 Man**

We believe that God created man in His own image, male and female, breathing into him the breath of life, and gave them dominion over the entirety of His creation. God formed Eve to be Adam's helper, to complement his character, and to be his companion for life. God joined one man and one woman together in marriage, establishing a monogamous pattern of spiritual, emotional, and physical union for all time. We believe God's plan for human sexuality is to be expressed only within the context of marriage, and that God created man and woman as unique biological persons made to complete each other. God's institution of monogamous marriage between male and female is not only the foundation of the family and the basic structure of human society, but pictures Christ's union with His people through a male groom and female bride. For this reason, we believe that marriage is exclusively the union of one genetic male and one genetic female. Deviations from God's plan for human sexuality include sex outside the bonds of marriage, incest, bestiality, same-sex relations, transgenderism, same-sex marriage, polygamy, and polyamory and, therefore, are considered to be sinful practices and lifestyles. Genesis 1:27-28; 2:18; 2:22-24; Leviticus 18:6-18, 22;20:15-16; Matthew 19:5-6; Mark 10:6-9; Romans 1:26-27; 7:2-5; I Corinthians 5:1; 6:9-10; 15-20; Ephesians 5:22-32; I Thessalonians 4:2-8; Revelation 21:9-13.

We believe that man was created in innocence under the law of his Maker; but by voluntary transgression, Adam fell from his sinless and happy state, and all men

sinned in him; consequently all men are totally depraved, are partakers of Adam's fallen nature, and are sinners by nature and by conduct and therefore are under just condemnation without defense or excuse. Genesis 3:1-6, 24; Romans 1:18,32; 3:10-19; 5:12,19

### **2.200 Salvation**

We believe that a person is saved when he repents of his sin and exercises faith by accepting the Lord Jesus Christ as his personal Savior, that salvation is a gift of eternal life wholly by the grace of God apart from merit or works, and that all who believe on Him are justified (declared righteous) on the basis of His shed blood. John 3:16-18; Acts 16:31; Romans 6:23; Romans 10:9, 10; 1 Corinthians 15:3.4; Ephesians 2:8, 9; II Peter 3:9

We believe that all the redeemed of God are kept by God's power and are thus eternally secure in Christ forever and that once a person is saved, he will always be saved. John 10:27-29; Philippians 1:6; 2 Timothy 1:12; 1 John 5:13

### **2.220 Sanctification**

We believe that sanctification is the divine setting apart of the believer unto God accomplished in a threefold manner: first, an eternal act of God, based upon redemption in Christ, establishing the believer in a position of holiness at the moment he trusts the Savior; second, a continuing process in the saint as the Holy Spirit applies the Word of God to the life; third, the final accomplishment of this process at the Lord's return.

John 17:17; 1 Corinthians 1:30; 2 Corinthians 3:18;  
Ephesians 5:25, 26, 27;

1 Thessalonians 4:3,4; 5:23,24; Hebrews 10:10-14;  
13:12

### **2.240 The Church**

We believe that the local New Testament church is to be composed of regenerated, baptized believers, voluntarily united together for the purpose of worship, edification, ordinances, fellowship, and service; that the officers of the local church are pastors and deacons whose qualifications and duties are clearly defined in the Scriptures; that the mission of the church is the faithful witnessing of Christ to all men, in the local community, and to the uttermost parts of the earth; that the local church has the right to self-government, free from the interference of any individuals or organizations, religious or political; that the one and only Head is Christ, through the Holy Spirit; that it is scriptural for churches of like faith and practice to cooperate with each other in contending for the faith and for the furtherance of the gospel, with each local church as the sole judge of the measure and method of its cooperation; and that on matters of membership, policy of government, discipline, benevolence, etc., the will of the local church is final. Acts 1:8; Acts 2:41-47; Acts 20:28-31; Romans 1:7; Colossians 1:2; 1 Timothy 3:1-13; Titus 1:5-9; 1 Peter 5:1-5

### **2.260 Baptism**

We believe that the biblical ordinance of baptism is by immersion, the symbol of the believer's union with Christ in His death, burial, and resurrection; that every believer should be baptized because of the example and command of our Lord; and that while there is no saving power in water baptism, it is an act of obedience and public testimony by those who are already saved. Matthew 3:13-17; Matthew 28:19-20; Acts 8:36-39; Romans 6:3-5

### **2.280 The Lord's Supper**

We believe that the Lord's Supper is an ordinance given to the church by the Lord Jesus Christ to remember and show forth the Lord's death till He comes; that the Lord's table should be open to all regenerated people living in fellowship with and obedience to the Lord Jesus; and that the elements representing the body and blood of Christ are symbolic and render in themselves no means of grace. Luke 22:14-20; 1 Corinthians 11:25-32

### **2.300 Satan**

We believe that Satan is a supernatural being, a fallen angel, the author of sin, and was instrumental in the Fall; that he is the "god of this world," the "prince of the power of the air," and the open and declared enemy of God and man; and that his final destiny is eternal

punishment in the lake of fire. Job 1:6-9; Ezekiel 28:1-19; Matthew 4:1-11; John 8:44; 2 Corinthians 4:4; Ephesians 2:2; Revelation 20:10

### **2.320 Hell**

We believe in a literal place called Hell, a place of torment, and that the Lake of Fire and Brimstone shall be the final destiny for the eternal punishment of Satan, fallen angels, demons, and unbelieving mankind. Luke 16:22-26; Revelation 20:12-26

### **2.340 Heaven**

We believe in a literal place called Heaven, where God's immediate presence is manifested and where the redeemed and angels dwell, from which Christ descended and to which, after the completion of His earthly ministry, He ascended bodily and there makes intercession for the saints, and from which He shall come to judge the living and the dead. John 14:1-3; Acts 1:9-11; Revelation 21

### **2.360 The Second Coming of Christ**

We believe in the imminent, bodily, and premillennial coming of the Lord Jesus Christ in the air to catch away all believers unto Himself and in the personal, visible, and glorious return of Christ to the earth with believers to judge the nations and to set up His millennial Kingdom on earth. Matthew 24:42-44; John 14:3; Acts

1:11; 1 Thessalonians 4:13-18; Revelation 19:11-16;  
20:4-6

### **2.380 The Eternal State**

We believe in the bodily resurrection of all men: the saved to everlasting life and the unsaved to judgment and everlasting punishment. We believe that the souls of the unbelievers remain, after death, in conscious misery and torment until the second resurrection when, with spirit, soul, and body, they shall be cast into the Lake of Fire, not to be annihilated but to suffer everlasting punishment. We believe that the souls of the redeemed are, at death, absent from the body and present with the Lord, where, in conscious bliss, they await the first resurrection when spirit, soul, and a new body are united to be glorified forever with the Lord. The eternal dwelling place for God's people will be the New Heaven and New Earth. 1 Corinthians 15; 2 Corinthians 5:6-8; 1 Thessalonians 4:13-18; Revelation 20-22

## **3.000 Church Offices**

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### **3.100 Pastors**

The term pastor, meaning "shepherd," is used interchangeably throughout the New Testament with the terms elder and overseer. The pastoral body shall be composed of men approved by the congregation who satisfy the qualifications for the office of pastor/elder/overseer set forth in 1 Timothy 3:1-7 and

Titus 1:6-9. Subject to the will of the congregation, the pastors shall oversee the church. In keeping with the principles set forth in Acts 6:1–6 and 1 Peter 5:1–4, the pastors shall devote their time to prayer, the ministry of the Word (by teaching and encouraging sound doctrine), and shepherding God’s flock. The church shall recognize men gifted and willing to serve in this calling, and these men shall be received as gifts of Christ to His church and set apart as pastors (Ephesians 4:7-12).

The pastoral body consists of both staff and non-staff pastors. Staff pastors are those members of the pastoral body who are financially supported by the church (part- or full-time) due to time and workload demands that make such support necessary (1 Timothy 5:17, 18).

A staff pastor shall not be viewed as having special authority except that which is delegated to him by the pastoral body. The number of non-staff pastors shall generally be at least equal to the number of staff pastors.

### **3.120 Pastoral Qualifications**

Pastors, staff or non-staff, must meet the qualifications as given in 1 Timothy 3:1-7 and Titus 1:6-9. A pastor must be above reproach, a one-woman man, sober-minded, self-controlled, respectable, gentle, hospitable, a lover of good, upright, holy, disciplined, a good manager of his household, a father of submissive children, and well thought of by outsiders. A pastor should not be violent, quarrelsome, arrogant, given to alcohol, a lover of money, or a recent convert. A pastor must demonstrate the ability to teach and to model

sound doctrine and to rebuke those who contradict it. In summary, a pastor is to be an exemplar of the Christian faith and a teacher and defender of Christian doctrine.

### **3.140 Pastoral Duties**

The pastors shall take particular responsibility to engage in the ministry of prayer, examine and instruct prospective members, examine and recommend all prospective candidates for offices and positions, oversee the work of the deacons and appointed church committees, conduct worship services, administer the ordinances of baptism and communion, equip the membership for the work of the ministry, encourage sound doctrine and practice, admonish and correct error, oversee the process of church discipline, coordinate and promote the ministries of the church, and mobilize the church for world missions (see Ephesians 4:11-12; 1 Timothy 3:4-5; 4:13; 5:17; 2 Timothy 2:1-2; 4:2; Titus 2:1; Hebrews 13:7, 17; 1 Peter 5:2-3). The pastors are further to ensure that all who minister the Word to the congregation, including outside speakers and teaching resources, share the church's essential, biblical convictions (Galatians 1:8-9; 2 Thessalonians 3:6, 14). The oversight of the employment, supervision, and evaluation of church staff members may be delegated to another non-pastoral staff member as necessary.

### **3.160 Pastoral Selection**

In case of a pastoral need (staff or non-staff), the pastoral body will appoint a pastoral search committee.

The pastoral search committee shall comprise at least three members of the pastoral body (staff and non-staff) and at least five at-large members from the congregation. The pastoral search committee shall identify, select, and present to the pastoral body a candidate for the pastoral position. The pastoral body must approve the candidate by a vote of at least 75%. Candidates approved by the pastoral body will be taken before the entire membership for congregational affirmation of at least 75%.

New staff pastoral positions must first be approved by both the pastoral body and the congregation. Candidates for non-staff pastoral positions must be members in good standing for a minimum of three years. If a candidate is not already ordained to gospel ministry, he must complete ordination to be eligible to serve.

### **3.170 Officers of the Pastoral Body**

The pastoral body shall select a moderator and a secretary. The moderator will be responsible for leading pastoral body meetings, and the secretary will keep the minutes.

### **3.180 Pastoral Terms of Service**

Non-staff pastors shall serve a three-year term. A non-staff pastor may serve a second consecutive term if approved by the pastoral body and affirmed by the congregation. After two consecutive terms, a non-staff pastor must take a one-year sabbatical, after which he

may serve further terms if reapproved by the pastoral body and reaffirmed by the congregation.

Staff pastors are not subject to reaffirmation, since their livelihood depends on their work as pastors. The pastoral body will pursue a proactive sabbatical schedule for staff pastors which will generally occur during or near each seventh year of service. After each sabbatical is planned and approved, the pastoral body will communicate the plans to the congregation during a regularly scheduled members' meeting.

### **3.200 Pastoral Dismissal**

Any pastor's term of office may be terminated by resignation or dismissal. Any two church members with reason to believe that a pastor is no longer qualified to serve should express such concern to the pastoral body for consideration. Any such action shall be done in accordance with the instructions of our Lord in Matthew 18:15-17 and 1 Timothy 5:17-21. A pastor may be dismissed by at least a 75% vote of the pastoral body (not including the pastor for which the vote is being taken) and at least a 75% congregational vote at a scheduled members' meeting of the church.

### **3.300 Deacons**

A deacon is a servant by definition (diakonos). Specifically, deacons must willingly commit the time and energy to do the work of serving as ministers of mercy to the material needs of the congregation and as helpers in the church so that the pastors can devote themselves to their Spirit-assigned ministry of the

Word, prayer, and oversight of the church (Acts 6:1-7; 1 Peter 5:1-4).

As servants who work closely with the pastoral body, deacons will function as advisors for items of business that are to come before the congregation for its final decision. Deacons shall carry out a variety of administrative and spiritual responsibilities, as delegated by the pastoral body.

### **3.320 Eligibility to Serve**

The deacons shall be composed of men who are active members, have been members for at least two consecutive years, who are in good standing (see section 4.140), and who fulfill the scriptural qualifications for the office of deacon given in Acts 6:3-8 and 1 Timothy 3:8-13. These are men who are of good reputation, full of the Holy Spirit, wise, honorable, not double-tongued, not given to alcohol, pure in monetary stewardship, sound in doctrinal understanding, a one-woman man, and a good manager of his household.

Further, a deacon's wife must demonstrate honorable character, refrain from all slander, and be sober-minded and faithful in her service to Christ and the church family (1 Timothy 3:11). It logically follows that a pastor's wife would demonstrate the same characteristics.

### **3.340 Deacon Selection**

When it is necessary to fill the position of a deacon, the congregation will nominate a qualified candidate.

Candidates must be affirmed by the pastoral body by at least 75% and by the congregation by at least 75%.

### **3.360 Number of Deacons**

The number of deacons will be determined by the pastoral body according to the congregational needs and the number of qualified men.

### **3.380 Term of Office**

The term of office shall be for three years. At the expiration of his term, a deacon can be re-elected for a second three-year term. Following the conclusion of his second term, a deacon shall be inactive for one year before being nominated to serve again.

### **3.400 Removal from Office**

The pastoral body has the authority to remove any deacon who ceases to meet the qualifications for the office as specified in these Bylaws. A deacon may be dismissed by at least a 75% vote of the pastoral body.

### **3.500 Committees**

The pastoral body shall make appointments to the various committees at the beginning of each year. A member of the pastoral body or pastoral designee shall be assigned to each committee. Various committees and their functions are described in the policy manual.

### **3.700 Secretary of the Congregation**

The office of the Secretary of the Congregation shall be appointed by the pastoral body, which office shall

normally be a member of the administrative staff. The Secretary of the Congregation shall keep the minutes of all members' meetings and shall be the custodian of the corporate seal and records of this corporation. The Secretary, together with the moderator of the pastoral body (or a pastoral designee), shall subscribe to and verify all minutes of meetings of the congregation and all other documents in the course of business of this corporation. All official documents in the course of business of this corporation shall be kept and maintained by the Secretary. The Secretary shall be appointed for a term of one year and shall be subject to re-appointment in the manner provided above.

## **4.000 Membership**

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### **4.120 Invitations for Membership**

All actions of membership, either of admission or dismissal, shall be by vote of the congregation upon recommendation of the pastoral body at any regular or special members' meeting.

### **4.140 Qualifications for Membership**

In order to be eligible for membership and to be received as a member of the congregation of Hampton Park Baptist Church, a person must submit to being accountable to the church (see 4.160 and 4.180) and meet and uphold the following qualifications:

1. Have a definite and personal profession of faith in the person and work of the Lord Jesus Christ and give evidence of regeneration.
2. Submit to the statement of faith included in section 2.000 of these Bylaws and support the values of this church as expressed in the Church Covenant.
3. Be baptized as a profession of one's faith.
4. Complete the membership process as outlined in the policy manual.

#### **4.160 Church Discipline**

Any member clearly and consistently neglectful of his or her spiritual duties or guilty of conduct by which the name of our Lord Jesus Christ may be dishonored, so opposing the welfare of the church, shall be subject to church discipline as outlined in Matthew 18:15-17 and the example of Scripture (see 1 Corinthians 5:1-13 and 1 Timothy 1:18-20; Titus 3:9-11; 2 Thessalonians 3:13-15). Church discipline is regarded as a serious and clear directive in Scripture. Church discipline is intended to restore an erring member (2 Corinthians 2:5-8), to purify the Church (1 Corinthians 5:6-8), to warn other members about the dangers of sinful behavior or teaching (Deuteronomy 19:20; Acts 5:11; 2 Corinthians 7:11), and to demonstrate the reality of righteous living to the unsaved world (Ephesians 4:22-24). Church discipline is exercised with compassion for the erring member and a sincere desire to seek that person's repentance, reconciliation, and restoration to the

fellowship of the local church (Matthew 18:12-14). Disciplinary actions by the church should ordinarily be contemplated after individual, private admonition has failed. In the event that private confrontations fail to bring repentance, the pastors may inform the congregation of the erring member's unrepentance so that he or she may hear an appeal for repentance from the entire congregation. Should the erring member continue in unrepentance after the step of congregational appeal, the pastors will recommend disciplinary action.

In all matters of church discipline, if and when members become aware of the offense and the disciplinary action being brought against the unrepentant member, the members are expected, without exception, to hold the knowledge with integrity, avoiding gossip and the defamation of character (Ephesians 4:31-32; James 4:11).

#### **4.180 Removal from Membership**

*Inactivity:* The pastors and deacons shall, from time to time, seek to contact members who have not attended a church service in the previous six-month period to determine if they should be retained as members. Upon the recommendation of the pastoral body, the congregation shall vote whether to remove such persons from the membership of the church.

*Church transfer:* Members who leave this church to join another church, upon approval by the congregation,

shall be removed from the membership of the church. The Secretary of the Congregation shall inform the other church of this action, indicating the person's membership status.

*Disciplinary action:* Membership may be terminated as an act of church discipline upon the vote of the members present at any regular or special members' meeting of the church. The church retains the right to refuse a members' voluntary resignation or transfer of membership to another church, either for the purpose of proceeding with a process of church discipline, or for any other biblical reason. Should the member under discipline seek to transfer membership in order to avoid disciplinary action, a member of the pastoral body will notify the other church of the member's status. Should a removed member repent of the disciplined offense, he or she will be encouraged to rejoin as a member and will be warmly received (2 Corinthians 2:5-8).

In all cases, the membership additions, transferals, and removals will be communicated at regularly scheduled members' meetings.

## **5.000 Congregational Business**

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### **5.120 Members' Meetings**

The business and special affairs of this corporation shall be vested in its voting members. The congregation (meaning the body of members) shall normally conduct six meetings each year to be held every-other month

(bi-monthly). The pastoral body may call additional members' meetings. Announcements of such meetings shall be made to the congregation by the Sunday before they are held. No written notice need be given for any members' meeting provided the announcement of such meeting is verbally made as herein provided. The minutes of the previous members' meeting shall be read at each members' meeting unless a motion to suspend the reading of the minutes is approved. No person shall have a vote on any business matter before the congregation unless he shall have attended a regularly scheduled service of the church, other than a members' meeting, within the previous six months and be at least sixteen (16) years of age.

#### **5.140 Quorum for Action at Members' Meetings**

A quorum for the purposes of voting on any matter before any duly called members' meeting of the congregation shall consist of the members who are eligible to vote who are present at the meeting, even though a majority of the voting members of the congregation may not be present.

Any business matter, except the calling of men to fill pastoral or deacon positions, shall be accepted as the action of this corporation by a simple majority vote of the above-stated quorum of eligible voting members present and voting at any duly called members' meeting. The calling of men to fill pastoral and deacon positions shall be accepted as the action of this corporation by at least a 75% majority vote of the above-stated quorum of eligible voting members

present and voting at any duly called members' meeting. Similarly, if the pastoral body recommends the dismissal of a pastor, a 75% vote of the members present and voting at a duly called members' meeting would be required.

In order to vote, members must be present on the campus where the meeting is being held. No vote of any member of the congregation shall be by proxy.

### **5.160 Agenda and Method of Voting**

Any voting member shall have the privilege of bringing any business matter he desires before the congregation provided that he has first presented it in person or in writing to the pastoral body at least two weeks prior to the meeting. The pastoral body shall take one of three positions on any such matters: (1) recommend it, (2) decide against it, or (3) take no action on it. If the pastoral body does not recommend the matter, the individual may make an appeal to the deacons. If the deacons approve the matter, then a deacon representative will bring the matter before the congregation. If the matter is not recommended and the individual member still insists, the matter will be mentioned to the congregation with stated disapproval by both the pastoral body and deacons. A written agenda of each members' meeting shall be available to each member of the congregation on the Sunday prior to the members' meeting. All regular and specially called members' meetings shall be conducted on the campus of the church with a pastor presiding. All voting, except for receiving new members, removing members,

actions on or amendments to motions, and other similar matters, shall be conducted by secret written ballot.

### **5.180 Authority Regarding Real Property**

Matters regarding real property valued at \$250,000 or less for any single transaction may be approved by the pastoral body and the Finance and Personnel Committee. These real property transactions would require two-thirds approval of the pastoral body and Finance and Personnel Committee. No debt shall be incurred without congregational approval, and all funds used must come from funds restricted for land acquisition. All transactions should be reported to the congregation at the next regular members' meeting.

Matters regarding real property valued at more than \$250,000 or matters that involve incurring debt shall be approved by the congregation at any regular or specially called members' meeting. Upon approval, any two of the three officers of the deacons shall have the authority to execute and deliver good and sufficient titles to real estate, mortgages, leases, assignments, endorsements, agreements, contracts, commitments, and any other documents of every kind and description that relate directly or indirectly to real property.

### **5.200 Amendments**

These Bylaws may be amended at any duly called bi-monthly members' meeting by a 75% majority of members present and voting, providing the proposed amendment has been presented to the congregation at

a previous duly called members' meeting and made available in writing to the congregation in the services on at least two consecutive Sundays. There must be a minimum of two weeks between the time the amendment is first presented to the congregation and the date of the bi-monthly members' meeting when the amendment is considered.