



Proposed Revisions

**Statement of Faith
and Church Constitution
May 2025**

Note: this document is designed to capture changes considered material to the Statement of Faith and Constitution of Woodside Bible Church. It does not capture changes that are considered non-material such as:

Changing “church” or “Woodside Bible Church” to simply “WBC”

Adding language that we not only agree to the statement of faith but also agree to be governed by the statement of faith

Making references to articles and sections within the document that change due to the proposed modifications

Format: The content around each article or section where modifications are being recommended include:

Why the Change?

the rational for the changes being proposed

Updated Statement

how it is expressed in the proposed constitution for 2025

Original Statement

how it is expressed in the current constitution

Article III – Statement of Faith, Section 3

Jesus Christ

Why the Change?

Regarding the person and work of Jesus Christ, we want to affirm the historic essentials of the Christian faith regarding the second coming of Christ — namely the visible and physical (or bodily) return of Jesus and the full establishment of His eternal kingdom. We are removing language that relates to the timing of future events because this theology is tertiary (non-essential) to the Christian faith or for membership at Woodside Bible Church.

Updated Statement:

Jesus Christ is the Son of God. He is equal with the Father and the Holy Spirit. Jesus was conceived by the Holy Spirit, born of the virgin Mary, lived a sinless life, and offered Himself as the perfect sacrifice for the sins of all by dying on the cross. He arose from the dead after three days to demonstrate His power over sin and death. He ascended to Heaven's glory, where He sits at the right hand of the Father and makes intercessions on behalf of those who trust in Him. Jesus will return visibly and bodily for His Church. He will reign as King of Kings and Lord of Lords in the new heavens and the new earth.

Original Statement:

Jesus Christ is the Son of God. He is equal with the Father and the Holy Spirit. Jesus was conceived by the Holy Spirit, born of the virgin Mary, lived a sinless life, and offered Himself as the perfect sacrifice for the sins of all by dying on the cross. He arose from the dead after three days to demonstrate His power over sin and death. He ascended to Heaven's glory, where He sits at the right hand of the Father and makes intercessions on behalf of those who trust in Him. We teach that Jesus will return for His Church before the Great Tribulation and before His Millennial Kingdom, at which time He will return again to earth to reign as King of Kings and Lord of Lords.

Article III – Statement of Faith, Section 6

Salvation

Why the Change?

Woodside's original statement on salvation speaks about how someone is saved, but not necessarily what salvation is. The updated statement contains robust affirmations about what salvation is and how someone is saved. We continue to affirm salvation by God's work as a gift of grace. Furthermore, we articulate the larger scope of God's work to include regeneration (new birth), justification (declared righteous), sanctification (made like Christ), and glorification (eternal life).

Updated Statement:

Salvation is a work of God's grace that involves the redemption of the whole person and is offered freely to all who place their faith in Jesus Christ as Lord and Savior — who, by His own blood, obtained eternal redemption for the believer and saves us from eternal judgement. In its broadest sense, salvation includes regeneration, justification, sanctification, and glorification. There is no salvation apart from personal faith in Jesus Christ as Lord.

Original Statement:

Salvation is by God's grace — a free gift to us, but we must accept it in order to obtain eternal life, thus avoiding eternity in hell. We can never make up for our sin by self-improvement or good works. Only by trusting in Jesus Christ as God's offer of forgiveness can anyone be saved from sin's penalty. When we repent, turn from our self-ruled, sin-filled lives, and turn to Jesus in faith, we are saved. Eternal life begins the moment one trusts Jesus Christ as Savior by faith.

Article III – Statement of Faith, Section 8

The Believer

Why the Change?

The proposed update in Section 8 surrounds the work of the Holy Spirit in the life of a Christian — specifically the gifts of the Spirit and the practice of those gifts within the gathering and operations of the Church. This update clarifies the only biblical category of gifting (spiritual gifts), the framework for using those gifts (with decency and order, governed by love), and the end goal of the gifts (for the edification of and in service to the world).

Updated Statement:

Every believer has direct access to God through prayer and Bible reading. The Bible teaches that every Christian is called to full-time Christian service, regardless of his or her vocation. We practice the truth that every believer is a minister by encouraging every member to find a place of service and ministry.

The Holy Spirit endows each believer with spiritual gifts. Spiritual gifts are to be used with decency and order, governed by love for the edification of the Church and in service to the world.

Original Statement:

Every believer has direct access to God through prayer and Bible reading. The Bible teaches that every Christian is called to full-time Christian service, regardless of his or her vocation. We practice the truth that every believer is a minister by encouraging every member to find a place of service and ministry.

The Holy Spirit endows each believer with spiritual gifts. Woodside Bible Church does not encourage the use of “sign gifts.” Instead, we seek to emphasize the more excellent way of love, as well as zeal for the more edifying gifts.

Article III – Statement of Faith, Section 10

Baptism

Why the Change?

In this section, we are proposing language that more precisely outlines Woodside's theology of baptism. We continue to affirm and uphold the practice of credo-baptism (or believer's baptism) as opposed to paedo-baptism (or infant baptism). In our updated statement, we include what baptism means (public commitment and union with Christ), as well as the significance and meaning of baptism by immersion.

Updated Statement:

Water baptism in the name of the Father, Son, and Holy Spirit is an act commanded in Scripture that pictures the experience of salvation by faith in Jesus Christ and publicly declares commitment to Him and union with Him. The practice of believer's baptism means a person has made a willful decision to trust Christ for salvation and has expressed genuine belief in the Gospel. As a believer is immersed under the water, death to the old self and sin is depicted, and as the believer comes out of the water, rising to new life is portrayed. In taking this biblically commanded step of obedience, the baptized believer proclaims their allegiance to Jesus Christ as Lord.

Original Statement:

Water baptism is the symbol used to describe our salvation experience and to publicly declare our commitment to Christ. We practice baptism by immersion — in the manner Jesus was baptized.

Article IV

Membership

Why the Change?

Article IV – This article was overhauled to give greater clarity to membership and to provide greater legal protections, especially those dealing with church discipline, in our highly litigious culture. It also adds language concerning gender and use of bathrooms. What is expressed is current Woodside policy; however, it was added here under advice from our attorneys to provide additional legal protection.

Updated Statement

Section 1 – Eligibility, Acceptance, Transfer, Resignation, and Removal of Members

A. Eligibility

1. Full members

Persons confessing Christ as personal Savior, having participated in Believer's Baptism as described in Article III, Section 10, and who affirm the Statement of Faith and agree to be governed by it may be received into membership. In exceptional circumstances, individual exceptions to the baptism by immersion requirement for membership may be granted by the Elder Board.

2. Associate Membership

An individual who is a student, non-permanent resident, or season resident of the metro Detroit area who wishes to retain his or her membership in his or her home church (a member in good standing in a church of like faith) while committing to serve the Lord at WBC, who confesses Christ as personal Savior, having participated in Believer's Baptism as described in Article III, Section 10, and who affirms the Statement of Faith and agrees to be governed by it may become an associate member. Associate members enjoy the privileges of full membership except voting rights and cannot serve as church officers.

B. Acceptance into Membership

Prospective members must be examined by an elder or another WBC member assigned by the Elder Board to examine prospective members before they are approved for membership by the Elder Board. A list of new members will be posted by WBC on a regular basis.

C. Transfer of Membership

Individuals who are members in good standing with a church of like faith that merges with WBC may have their membership transferred to WBC. The length of time such an individual has been a member in good standing at a church that merges with WBC will be counted towards any length-of-membership requirements herein for any Officer or committee.

D. Resignation from Membership

If a member desires to withdraw from membership, a letter should be written to WBC's Clerk so that the Elder Board can officially acknowledge the withdrawal and remove him or her from the membership list.

E. Removal from Membership

The Elder Board may, from time to time, review the membership list and remove members as deemed appropriate. The Elder Board may remove members who fail to maintain a Christian lifestyle above reproach as set forth in Scripture, who do not affirm the Statement of Faith and agree to be governed by it, or as the result of church discipline.

Section 2 – Discipline

The Elder Board shall deal with all cases of member discipline (including associate members) in accordance with Matthew 18:15-17, 1 Corinthians 12:25-27, and other New Testament teachings on the subject. A member who is under church discipline or who is under consideration for church discipline waives his or her right to resign or withdraw from membership in WBC so that the Elder Board may conclude any investigation, decide appropriate next steps, and determine whether any communication with members is necessary. A member is considered to be under church discipline or consideration for church discipline when the member is formally asked in writing (including email and other electronic communication) to meet with a Lay Elder or Pastor regarding the member's conduct.

Any person (including members and associate members) deemed by the Elder Board to 1) pose a physical or psychological threat to any person or to WBC or 2) be causing, about to cause,

or capable of causing disruption to the services and activities of WBC may be considered a trespasser on WBC property and may be ejected summarily by WBC Safety and Security. No officer, employee of WBC, or volunteer shall incur any liability for acting in good faith in the interests of WBC pursuant to this Article.

In all matters of member discipline, the Elder Board shall endeavor to the best of its ability to maintain the confidentiality of all people involved. Matters of member discipline may involve an investigation, and any such investigation shall be done by persons independent of the parties involved and the circumstances under investigation to the extent possible. Outside legal counsel may be engaged in such investigations as deemed prudent by the Elder Board. Such investigations may result in referral of the matter to law enforcement where required by state law or responsible action.

Section 3 – Circulation of Petitions

Circulating petitions without the approval of the Elder Board is not permitted. Any person doing so may be subject to discipline.

Section 4 – Miscellaneous

Consistent with WBC's sincerely held religious beliefs, gender-specific bathroom facilities and other gender-specific facilities on WBC property may only be utilized consistent with the sex traditionally assigned at birth – not gender identity or expression – regardless of whether an individual is a member of WBC or not.

Original Statement

Section 1 – Reception, Qualifications and Termination

A. Membership

Persons confessing Christ as personal Savior and having participated in Believer's Baptism may be received into membership. Woodside Bible Church shall practice baptism by immersion. In extreme circumstances, individual exceptions to the baptism by immersion requirement may be granted by the Elder Board for purposes of membership. Prospective members must be examined by an Elder or another member of the Church assigned by the Elders to examine

prospective members before they are approved for membership by the Elder Board. A list of new members will be posted by the church on a regular basis. The Elders may, from time to time, review the membership list and remove members as deemed appropriate. If a member desires to withdraw membership, a letter should be written to the Church Clerk so that the Elder Board can officially acknowledge the withdrawal and remove him or her from the membership list.

B. Associate Membership

An individual may become an associate member if he or she is a student or non-permanent resident who wishes to retain his or her membership in their home church (a member in good standing in a church of like faith), while committing to serve the Lord at Woodside Bible Church. Also, seasonal residents of the metro Detroit area may choose to become associate members. Associate members enjoy the privileges of full membership except voting rights and becoming a church officer. They must be able to express their faith in Jesus Christ as personal Savior and have followed Him in Believer's Baptism.

Section 2 – Discipline

The Elder Board shall deal with all cases of discipline in accordance with Matthew 18:15-17; 1 Corinthians 12:25-27 and other New Testament teachings on the subject.

Section 3 – Circulation of Petitions

Circulating petitions without the approval of the Elder Board is not permitted. Any person doing so may be subject to discipline.

Article V – Officers, Section 1

Senior Pastor, B. Duties

Why the Change?

Allows the senior pastor to appoint representatives to stand in his stead on certain committees.

Updated Statement

The Senior Pastor shall oversee the entire work of WBC, be a member of the Elder Board and be an ex-officio member (or appoint a representative to serve in his place) of all other boards and committees. The Senior Pastor shall preside at all annual and special meetings of WBC except when any subject is being discussed which pertains to his own personal interests, at which time the Chair of the Elder Board shall perform the duties ordinarily falling to the Senior Pastor.

Original Statement

The Senior Pastor, who shall oversee the entire work of the Church, shall be a member of the Elder Board, an ex-officio member of all other boards and committees, and shall preside at all business meetings of the Church except when any subject is being discussed by the Church which pertains to his own personal interests, at which time the Chairman of the Elder Board shall perform the duties ordinarily falling to the Senior Pastor.

Article V – Officers, Section 2

Elders, A. Qualifications

Why the Change?

While the qualifications themselves are not changing, the updated section provides greater clarity to those qualifications, including that elders must be qualified men.

Updated Statement

Any man who has been a member of WBC for at least three (3) years, who affirms the Statement of Faith and agrees to be governed by it, and who meets and maintains the standards of an Elder as outlined in 1 Timothy 3:1-7, Titus 1:5-9, and 1 Peter 5:1-4 may serve as a Lay Elder (Elders who are not employed as a pastor). Lay Elders are not mere representatives of the people; they are spiritually qualified shepherds who protect, care, lead, and teach the flock. All pastors of WBC are also Elders.

Original Statement

An Elder must meet and maintain the standards of an Elder as outlined in 1 Timothy 3:1-7, Titus 1:5-9 and 1 Peter 5:1-4. Elders must have been active members of Woodside Bible Church for at least three years and be in agreement with our Statement of Faith. Staff members of Woodside Bible Church may be appointed to the Elder Board and shall hold indefinite terms. The screening process staff members undergo at the time of their employment will act as their Elder screening process.

Article V – Officers, Section 2

Elders, B. Role and Responsibility

Why the Change?

Much of this section was moved to other sections of the constitution related to the function of an elder or deleted as the content was duplicated in other sections of the constitution.

Updated Statement

Elders shall serve as partners with the Senior Pastor as overseers of the spiritual welfare of WBC. Christ is the Chief Shepherd, and Scripture is the final and sufficient guide. Elders are Christ's under-shepherds or God's stewards (Titus 1:7). Their leadership should be Christ-like, humble, and loving. The membership looks to Elders for wise leadership; Elders look to the membership for inspiration, creative ideas, help, and prayer.

Original Statement

The Elders shall serve as partners with the Senior Pastor as overseers of the spiritual welfare of the Church. Christ is the Chief Shepherd, and Scripture is the final and sufficient guide. Elders are Christ's under-shepherds or God's stewards (Titus 1:7). Their leadership should be Christ-like, humble and loving. The Congregation looks to Elders for wise leadership; the Elders look to the Congregation for inspiration, creative ideas, help and prayer. Their role shall be to advise, oversee and provide accountability for the Senior Pastor's leadership and teaching ministries. They shall be fully responsible for ensuring that his overall leadership and teaching ministries are in alignment with God's Word and that they are furthering God's purposes for His Church. In addition, they shall oversee the Deacon Committee as it meets the physical needs of the Church and the Deaconess Committee as it fulfills its ministry to women and children within the Church.

Article V – Officers

Sections 3-7

Why the Change?

These sections were rearranged to provide greater clarity to functions and processes of other officers and to improve the overall flow of the article as it relates to Woodside leadership.

Updated Statement

Section 3 – Other Officers

A. Clerk

The Clerk shall keep a correct and permanent record of all business meetings of WBC, take charge of all Church records, and maintain a register of all members. The Clerk also shall keep records of any current events in the life of WBC that are likely to be of historical value. The Clerk must be a member of WBC, is appointed for a one (1) year term, and may be re-appointed each year.

B. Financial Recording Secretary

The Financial Recording Secretary shall keep a confidential record of all offerings, provide reports of individual giving, keep records of designated giving, and coordinate designations with the Treasurer. The Financial Recording Secretary must be a member of WBC, is appointed for a one (1) year term, and may be re-appointed each year.

C. Treasurer

The Treasurer shall oversee the tracking of all deposits and disbursements made by WBC under the authority of the Elder Board and ensure a full and accurate accounting is maintained.

The Treasurer shall keep a full and accurate account of all receipts and expenditures. The Treasurer must have been a member of WBC for at least three (3) years, meet the requirements of 1 Timothy 3:8-10, 3:12-13, and Titus 1:5-9, is appointed for a one (1) year term, and may be re-appointed each year.

D. Removal

The Clerk, Financial Recording Secretary, and Treasurer must meet and maintain a Christian

lifestyle above reproach as set forth in Scripture and who affirms the Statement of Faith and agrees to be governed by it. The Elder Board may remove these officers from his or her position with or without cause. The process and requirements for removal shall be determined by the Elder Board.

E. Vacancies

Vacancies in the office of any among the Clerk, Financial Recording Secretary, and Treasurer arising between Annual Meetings are to be filled as soon as possible by appointment by the Elder Board. Persons appointed to complete partial terms may be appointed for the same office when that term expires.

Original Statement

Section 3 – Clerk

The Clerk shall keep a correct and permanent record of all business meetings of the Church, take charge of all Church records, and maintain a register of all members. The Clerk also shall keep records of any current events in the life of the Church that are likely to be of historical value. The Clerk is appointed for a one (1) year term and may be re-appointed each year.

Section 4 – Financial Recording Secretary

The Financial Recording Secretary shall keep a confidential record of all offerings, provide reports of individual giving, keep records of designated giving and coordinate designations with the Treasurer. The Financial Recording Secretary is appointed for one (1) year and may be re-appointed each year.

Section 5 – Treasurer

The Treasurer must have been a member of Woodside Bible Church for at least three (3) years and must meet the requirements of 1 Timothy 3:8-10, 3:12-13 and Titus 1:5-9. The Treasurer is to track all deposits made by the Church and make all disbursements under the authority of the Elder Board. The Treasurer shall keep a full and accurate account of all receipts and expenditures. The Treasurer is appointed for one (1) year and may be re-appointed each year.

Section 6 – Removal

Officers must meet and maintain a Christian lifestyle above reproach as set forth in Scripture. An officer may be removed from his or her position for cause after an appropriate hearing and by at least a two-thirds majority vote of the Elder Board.

Section 7 – Vacancies

Vacancies arising between Annual Meetings are to be filled as soon as possible by appointment by the Elder Board. Persons appointed to complete partial terms may be appointed for the same office when that term expires.

Article VI – Governance, Section 1

Elder Boards

Why the Change?

This change added a sub-section on elder board composition and updated the Function section to reflect the dynamics of the elder board and its governance model as it relates to the multi-campus structure.

Updated Statement

A. Composition

Each campus shall have a Campus Elder Board comprised of the campus pastor, any pastor on staff at the campus, and all Lay Elders from the campus. The number of Lay Elders from all campuses shall not be less than nine (9) and as many as the Elder Board shall determine at least once each year is necessary. Lay Elders are appointed for three (3) year terms and may not be re-appointed until the lapse of one (1) year has occurred from the expiration date of their three (3) year term; provided, however, that the Elder Board may in exceptional circumstances extend a Lay Elder's term beyond three (3) years and/or waive the length of membership requirement for a Lay Elder. The terms of service for Lay Elders shall be staggered so that, as nearly as possible, one-third (1/3) of the Lay Elders' terms shall expire each year. WBC shall have a Central Elder Board comprised of the Senior Pastor, all Campus Pastors, and the Lay Elders from each campus.

B. Function

Each Campus Elder Board is primarily responsible for meeting the spiritual needs of the campus. The Central Elder Board ("Elder Board") will govern WBC and function as directors of WBC under state law. The Elder Board shall establish clear policy to guide WBC in its work and to achieve its purposes in an efficient, effective, God honoring, and orderly fashion. The Elder Board shall advise, oversee, and provide accountability for 1) the Senior Pastor's leadership, 2) all WBC teaching ministries, and 3) for WBC as a whole. The Senior Pastor is viewed as the only employee of the Elder Board, and the Elder Board shall be fully responsible for ensuring the Senior Pastor's overall leadership and all teaching ministries of WBC are in alignment with God's Word and heart and that they are furthering God's purposes for His Church. The Elder Board shall appoint and oversee all Church Officers (with affirmation by the membership except as provided otherwise herein),

Governance Committee members, Deacons, Finance Committee members, and other committee members, if any. The Elder Board shall also serve as the final approving and accountability body in Church financial and legal matters and shall approve the annual budget and present it to the membership for affirmation. The Elder Board is herewith vested with power to acquire and dispose of all property, real or personal, belonging to WBC in accordance with Article IX of this Constitution, to make contracts and purchases, to receive bequests, and to collect and disburse money. The Elder Board may adopt policies and procedures relating to the conduct of members of the Elder Board. The Elder Board shall serve as the highest ecclesiastical authority of the Church. It shall act as the ultimate decision-maker on matters of ecclesiastical polity, the Statement of Faith, WBC property, and any other issues related to the church's internal operations and governance. If any question arises regarding ecclesiastical polity, the Statement of Faith, membership discipline, WBC property, or any other matter concerning WBC—whether raised by a member, congregant, visitor, or any individual receiving ministry during religious services or at other times—the Elder Board shall have the authority to resolve such matters. The process and criteria for making these determinations shall be established by the Elder Board.

Original Statement

A. Function

Elders are responsible for meeting the spiritual needs of the Church. Elders are not mere representatives of the people; they are spiritually qualified shepherds who protect, care, lead and teach the flock. The Elder Board shall govern by establishing clear policy to guide the Church in its work and achieve its purposes in an efficient, effective and orderly fashion. The Elder Board shall advise, oversee and provide accountability for the Senior Pastor's leadership and teaching ministries. The Senior Pastor is viewed as the only employee of the Elder Board. Its members shall be fully responsible for ensuring that his overall leadership and teaching ministries are in alignment with God's Word and heart and that they are furthering God's purposes for His Church. The Elder Board shall appoint all other Church Officers, Deacons, Deaconesses and Finance Committee Members with affirmation by the Membership. The Elders shall also serve as the final approving and accountability body in Church financial and legal matters and shall approve the annual budget and present it to the membership for affirmation. The Elders are herewith vested with power to acquire and dispose of all property, real or personal, belonging to this Church in accordance with Article IX of this Constitution; to make contracts and purchases; to receive bequests; and to collect and disburse money.

Article VI – Governance, Section 1 Elder Boards, C. Number and Tenure

Why the Change?

This section was updated and moved to Section A – Composition in the new document.

Updated Statement

Not in updated document. Folded into Section A – Composition

Original Statement

The number of Elders shall not be less than nine (9) and as many as members of the Church shall confirm from time to time. The number shall be determined each year by the Elders' assessment of need, the ability to find qualified candidates, and the confirmation of the membership. Each Elder shall serve a three (3) year commitment. The terms of service shall be staggered so that, as nearly as possible, one-third ($1/3$) of the Elders' terms shall expire each year. Elders are appointed for three (3) year terms and may not be re-appointed until the lapse of one (1) year has occurred from the expiration date of their consecutive three (3) year term of office. Each Elder shall be subject to approval of the Elder Board and affirmed by the members of the Church for each term.

Article VI – Governance, Section 1

Elder Boards, D. Meetings

Why the Change?

This section was changed to provide the Elder board greater flexibility in its meetings to meet the needs of the multi-campus operating structure.

Updated Statement

The Elder Board shall determine the appropriate frequency, time, and location of meeting for the purpose of maintaining community relationships, discussion of relevant ministry issues, and the transaction of such business as may come before the Elder Board. Special meetings may be called by the Senior Pastor, Chair of the Elder Board, or by fifty percent (50%) of the Elder Board. Notice of such special meetings must include appropriate notification to all members of the Elder Board, the intended subject of the meeting, and shall provide reasonable opportunity for attendance of all members of the Elder Board. Notice of such special meetings may be given by telephone communication, by electronic mail, or by text message. Elders who are also staff members of WBC may be excluded from meetings of the Elder Board when deemed appropriate by the Chair of the Elder Board or the Senior Pastor.

Original Statement

Regular meetings shall be held at least monthly for the purpose of maintaining community relationships, discussion of relevant ministry issues, and the transaction of such business as may come before the Elders. Meetings shall be held at the Church building unless otherwise specified. Special meetings may be called by the Senior Pastor, Chairman of the Elders or by 50 percent of the Elder Board. Notice of such special meetings must include appropriate notification to all members of the meeting and intended subject and shall provide reasonable opportunity for attendance of all members. Elders who are also staff members of Woodside Bible Church may be excluded from meetings of the Board when deemed appropriate by the Chairman of the Elder Board or the Senior Pastor.

Article VI – Governance, Section 1

Elder Boards, E. Quorum and Manner of Acting

Why the Change?

This updated section allows the Elder Board to conduct certain matters via electronic transmission.

Updated Statement

A simple majority of the Elders present at any regular or special meeting shall constitute a quorum for the transaction of business at any regular or special meeting. The decision of a majority of the Elders present at any regular or special meetings at which a quorum is present shall be accepted as the act of the entire Elder Board, except where otherwise provided by this Constitution. Any action required or permitted to be taken at any meeting of the Elder Board may be taken without a meeting provided that a majority (or higher number for matters as otherwise required by this Constitution) of the Elders entitled to vote on such action consent thereto in writing or by electronic transmission.

Original Statement

A simple majority of the Elders shall constitute a quorum for the transaction of business at any regular or special meeting. The decision of a majority of the Elders present at any regular or special meeting at which a quorum is present shall be accepted as the act of the entire Elder Board, except where otherwise provided by law or by this Constitution.

Article VI – Governance, Section 1

Elder Boards, F. Elder Selection Process

Why the Change?

This section was modified to reflect that it deals with Lay-Elders of the church, as opposed to Campus Pastors, who are also Elders. It provides greater clarity and flow. And it adds a sub-section on indemnification, which provides greater legal protection to our leadership.

Updated Statement

1 – Nomination

Elders may nominate members as a Lay Elder based on the Qualifications of an Elder as stated in Article V, Section 2, paragraph A. In addition, any member may suggest other members for consideration as a Lay Elder. Names must be submitted in writing to the Secretary of the Elder Board, who shall pass it along to the Elder Screening Committee for consideration.

2 – Elder Screening Committee

Each year, the Elder Board shall appoint a minimum of three (3) of its members to an Elder Screening Committee. Members of this Committee shall receive nominations for Lay Elders and obtain the nominees' indication of interest and permission to proceed with the screening process. Once permission is obtained, a nominee, along with his wife (if applicable), shall complete and submit self-assessment application materials to the Elder Screening Committee. The Committee shall review the application materials to determine if the nominee meets the qualifications of an Elder. Qualifying nominees shall meet with the Elder Screening Committee for further clarification and discussion of application responses. Once all qualified candidates are interviewed by the Elder Screening Committee, the information shall be shared with the Elder Board, and the Elder Board shall vote to select the candidates for affirmation by the membership, as required by this Constitution.

3 – Membership Scrutiny and Affirmation

At least two weeks before the Annual Meeting, the Elder Board shall introduce the Lay Elder nominees who are being submitted for affirmation by the membership. If there is a concern on the part of a member regarding a candidate's qualifications, it is that member's responsibility **22**

to confront the candidate in accordance with Matthew 18:15-17. The screening process a pastor undergoes at the time of his employment will act as his elder screening process for these purposes. Nominees for Lay Elder shall be affirmed by a majority vote of the membership at WBC's Annual Meeting and by the laying on of hands by Elders. An appointment of a Lay Elder between Annual Meetings in accordance with Article VI, Section 1, paragraph H herein shall be deemed to be affirmed by a majority vote of the membership present at the next Annual Meeting unless such appointment is rescinded by the membership.

G. Resignation and Removal

A Lay Elder may resign voluntarily at any time by submitting a written resignation to the Senior Pastor or the Chair of the Elder Board. A Lay Elder may be removed from his position by the Elder Board for failing to maintain a Christian lifestyle above reproach as set forth in Scripture, for not affirming the Statement of Faith and agreeing to be governed by it, or for conduct not in keeping with policies and procedures adopted by the Elder Board. The process and requirements for removal shall be determined by the Elder Board. A Lay Elder who is under consideration for removal waives his right to resign or withdraw as an Elder.

H. Vacancies

Lay Elder vacancies arising between Annual Meetings, including those resulting from an increase in the number of Lay Elders deemed to be necessary by the Elder Board, are to be filled as soon as possible by appointment by the Elder Board. Persons appointed to complete a partial term may be nominated for the same office when that term expires.

I. Indemnification

WBC may provide insurance, trust fund, or other arrangement to effectuate this provision. As described herein, requests for indemnification shall not be unreasonably withheld.

As provided under MCL 450.2561, WBC will, to the fullest extent now or hereafter permitted by law, indemnify any Elder or officer of WBC (and, to the extent provided in a resolution of the Elder Board or by contract, may indemnify any volunteer, employee or agent of WBC) who was or is a party to or threatened to be made a party to any threatened, pending, or completed action, suit or proceeding by reason of the fact that the person is or was an Elder, officer, volunteer, employee or agent of WBC, or is or was serving at the request of WBC as a director, trustee, officer, partner, volunteer, employee, or agent of another corporation, partnership, joint venture, trust or other enterprise, whether for profit or not for profit, against expenses including reasonable attorneys' fees (which expenses may be paid by WBC in advance of a final disposition of the action, suit

or proceeding as provided by law), judgments, penalties, fines and amounts paid in settlement actually and reasonably incurred by the person in connection with the action, suit or proceeding if the person acted (or refrained from acting) in good faith and in a manner the person reasonably believed to be in or not opposed to the best interests of WBC, and with respect to any criminal action or proceeding, if the person had no reasonable cause to believe his or her conduct was unlawful.

And pursuant to MCL 450.2564a, for such indemnification to be in effect it must be authorized by a majority vote of the Elder Board that determines such indemnification is proper, because the person has met the standard of conduct of good faith and reasonableness of belief set forth above.

This indemnification will continue as to a person who has ceased to be an Elder or officer of WBC. Indemnification may continue as to a person who has ceased to be a volunteer, employee or agent of WBC to the extent provided in a resolution of Elder Board or in any contract between WBC and the person. Any indemnification of a person who was entitled to indemnification after such person ceased to be an Elder, officer, volunteer, employee or agent of WBC will inure to the benefit of the heirs and personal representatives of that person.

Original Statement

1 – Nomination

Members of the Elder Board may nominate prospective members of the Elder Board based on the Qualifications of an Elder as stated in Article V, Section 2. In addition, any Church member may suggest other church members for consideration to the Elder Board. Names must be submitted in writing to the Secretary of the Elder Board, who shall pass it along to the Elder Screening Committee for consideration.

2 – Elder Screening Committee

The Elder Board shall appoint three (3) of its members to an Elder Screening Committee. Members of this Committee shall receive nominations and obtain the nominees' indication of interest and permission to proceed with the screening process. Once permission is obtained, a nominee, along with his wife (if applicable), shall complete and submit self-assessment application materials to the Elder Screening Committee. The Committee shall review the application materials to determine if the nominee meets the qualifications of an Elder.

Qualifying nominees shall meet with the Elder Screening Committee for further clarification and discussion of application responses. Once all qualified candidates are interviewed by the Elder Screening Committee, the information shall be shared with the Elder Board, and the Elder Board shall select the candidates to be introduced to the Church for affirmation.

3 – Congregational Scrutiny and Affirmation

At least two weeks before the Annual Meeting, the Elder Board shall introduce the nominees for the Elder Board to the congregation. If there is a concern on the part of a member of the Congregation regarding the candidate's qualifications, it is that individual's responsibility to confront the candidate using the Public Scrutiny of an Elder process, which is based on Matthew 18:15-20. Nominees to the Elder Board shall be affirmed by a majority vote of the membership at the Church's Annual Meeting and by the laying on of hands by Elders in a public congregational setting.

G. Resignation and Termination

Any member of the Elder Board may resign voluntarily at any time by submitting a written resignation to the Senior Pastor or the Chairman of the Elder Board. An Elder may be removed from his position for cause after an appropriate hearing and by at least a two-thirds majority vote of the Elder Board.

H. Vacancies

Vacancies arising between Annual Meetings are to be filled as soon as possible by appointment by the Elder Screening Committee, subject to approval by the Elder Board. Persons appointed to complete the partial term may be nominated for the same office when that term expires.

Article VI – Governance, Sections 2-7

Committees

Why the Change?

These revised sections add the Governance Committee as a standing committee, combines the Deacon and Deaconess Committees into one committee and provides greater clarity as to how these committees are to operate in our multi-campus structure.

Updated Statement

Section 2 – Governance Committee

The Governance Committee will function as an Executive Committee of the Elder Board under state law. The number of Governance Committee members shall be determined at least once each year by the Elder Board. The scope of responsibility and matters delegated to the Governance Committee shall be determined by the Elder Board and reviewed from time to time; provided, however, that the Elder Board shall retain responsibility for: 1) approval and recommendation to the membership of the annual budget, 2) approval and recommendation to the membership of the Clerk, Financial Recording Secretary, and Treasurer, 3) approval and recommendation to the membership of any changes to this Constitution, 4) approval and recommendation to the membership of any merger or consolidation, 5) selection and recommendation to the membership of a new Senior Pastor, 6) terminating memberships, 7) filling Lay Elder vacancies on the Elder Board, and 8) other matters required by law.

Section 3 – Deacon Committees

A. Composition

Each campus shall have a Deacon Committee. A man or woman who meets and maintains the standards of a Deacon as outlined in 1 Timothy 3:8-10, 3:12-13 and Titus 1:5-9, who has been an active member of WBC for at least one (1) year, is not a staff member, and who affirms the Statement of Faith and agrees to be governed by it may serve as a Deacon on their respective campus' Deacon Committee. All Deacons are appointed by the Elder Board for three (3) year terms and may not be re-appointed until the lapse of one (1) year has occurred from the expiration date of their three (3) year term of office; provided, however, that a Deacon's term may in exceptional circumstances be extended beyond three (3) years at the discretion of the

Campus Pastor and Campus Lay Elders on a case-by-case basis, with affirmation by the Elder Board. The number of Deacons at each campus shall be as many as are needed as determined at least once each year by the respective Campus Elder Board, with affirmation by the Elder Board. Each Campus Elder Board shall select a Lay Elder from the campus or the Campus Pastor to serve as Chair of their respective Deacon Committee. Each Deacon Committee shall meet periodically as deemed necessary by the Chair of such Deacon Committee.

B. Function

Each campus Deacon Committee shall, in conjunction with the Campus Pastor and the campus Lay Elders, give attention to the needs of the campus, visit the sick and seek to reclaim the erring who has fallen out of fellowship with the Lord and the respective campus, oversee and coordinate their respective campus' benevolence to the needy, minister to the needs of widows, widowers, shut-ins, those who are ill and/or bereaved and attend to any special needs of single parents or young mothers, and attend to other physical needs as requested.

Section 4 – Finance Committee

Finance Committee members must be active members of WBC for at least one (1) year who are not staff members and who affirm the Statement of Faith and agree to be governed by it. The Finance Committee shall assist the Elder Board with overseeing the financial and asset management of WBC including all church revenues and expenditures. A non-budgeted expenditure exceeding the lesser of three percent (3%) of the annual budget and five hundred thousand dollars (\$500,000) cannot be made by the Finance Committee unless approved by the Elder Board. The Finance Committee shall present to the Elder Board, for its approval, an operating and capital budget for the upcoming fiscal year. The number of Finance Committee members shall be determined at least once each year by the Elder Board. The Elder Board will also appoint the Finance Committee Chair each year. At least one Lay Elder shall be assigned to interface with the Finance Committee on a regular basis. The Finance Committee shall meet periodically as deemed necessary by the Chair of the Finance Committee. Finance Committee members are appointed for three (3) year terms and may not be re-appointed until the lapse of one (1) year has occurred from the expiration date of their three (3) year term on the committee; provided, however, that the Elder Board may in exceptional circumstances extend a Finance Committee member's term beyond three (3) years on a case-by-case basis.

Section 5 – Staff and Employees

All staff must be a member of WBC, agree to conduct their ministries in accordance with this Constitution, maintain a Christian testimony above reproach, affirm the Statement of Faith and agree to be governed by it, and agree not to advocate positions different from those set forth in any White Paper adopted by the Elder Board.

Section 6 – Other Committees

The Elder Board recognizes the worth of committees as valuable adjuncts to the ministry of WBC. The Elder Board shall appoint members to such other committees as are needed to effectively carry out the purpose of WBC. The Elder Board shall assign at least one (1) Lay Elder to interface with each committee. Each committee shall appoint a Chair and a Vice-Chair. The membership shall be informed of standing committee appointments at the Annual Meeting.

Section 7 – Removal

Governance Committee members, Deacons, Finance Committee members, and members of any other committee must meet and maintain a Christian lifestyle above reproach as set forth in Scripture and affirm and agree to be governed by the Statement of Faith. A Governance Committee member, Deacon, Finance Committee member, or a member of any other committee may be removed from his or her position by the Elder Board with or without cause. The process and requirements for removal shall be determined by the Elder Board.

Original Statement

Section 2 – Deacon Committee

A Deacon must meet and maintain the standards of a Deacon as outlined in 1 Timothy 3:8-10, 3:12-13 and Titus 1:5-9. He must be an active member of Woodside Bible Church who is not a staff member and be in agreement with our Statement of Faith. Deacons must have been members of Woodside Bible Church for at least one (1) year. The Deacon Committee shall, in conjunction with the Senior Pastor and the Elder Board, give attention to the needs of the Church. Deacons shall visit the sick and seek to reclaim the erring who has fallen out of fellowship with the Lord and the Church. In addition, the Deacon Committee shall oversee and coordinate the Church's benevolence to the needy and, in coordination with the Deaconess Committee, minister to the needs of widows, widowers, shut-ins, those who are ill and/or bereaved and attend to any special needs of single parents or young mothers. The Chairman of the Deacon Committee shall be

an Elder. The number of Deacons shall be as many as needed as determined each year by the Elder Board. The Deacon Committee shall meet periodically as deemed necessary by the Chairman of the Deacon Committee. Deacons are appointed for three (3) year terms and may not be re-appointed until the lapse of one (1) year has occurred from the expiration date of their consecutive three (3) year term of office.

Section 3 – Deaconess Committee

A Deaconess must meet and maintain a Christian lifestyle above reproach and one “worthy of the saints” as outlined in 1 Timothy 3:11 and Romans 16:1-2. She is to be an active member of Woodside Bible Church who is not a staff member and be in agreement with our Statement of Faith. Deaconesses must have been members of Woodside Bible Church for at least one (1) year. The Deaconess Committee shall, in conjunction with the Senior Pastor and the Elder Board, give attention to the spiritual and physical welfare of the women and children of the Church. An Elder shall be assigned to interface with the Deaconess Committee on a regular basis. Deaconesses shall visit the sick and seek to reclaim the erring who has fallen out of fellowship with the Lord and our Church. They shall assist with the preparation of The Lord’s Supper and with female candidates for Baptism. The number of Deaconesses shall be as many as needed as determined each year by the Elder Board. They are appointed for three (3) year terms and may not be re-appointed until the lapse of one (1) year has occurred from the expiration date of their consecutive three (3) year term of office.

Section 4 – Finance Committee

Finance Committee members must be active members of Woodside Bible Church who are not staff members and be in agreement with the Statement of Faith and the Church philosophy and vision. Finance Committee members must have been members of Woodside Bible Church for at least one (1) year. The Finance Committee shall, subject to the direction of Elder Board, oversee the financial and asset management of the Church including all church revenues and expenditures. A non-budgeted expenditure exceeding three (3) percent of the annual budget cannot be made by the Finance Committee unless approved by the Elder Board. The Finance Committee shall present to the Elder Board, for its approval, an operating and capital budget for the upcoming fiscal year. The number of Finance Committee members shall be determined each year by the Elder Board who will also appoint the Finance Committee Chairman each year. An Elder shall be assigned to interface with the Finance Committee on a regular basis. The Finance Committee shall meet periodically as deemed necessary by the Chairman of the Finance Committee. Finance Committee members are appointed for three (3) year terms and may not be

re-appointed until the lapse of one (1) year has occurred from the expiration date of their consecutive three (3) year term on the committee.

Section 5 – Staff and Employees

All ministry staff must be a member of the Church and agree to conduct their ministries in accordance with this Constitution and maintain a Christian testimony above reproach.

Section 6 – Other Committees

The Elder Board recognizes the worth of committees as valuable adjuncts to the ministry of the Church. The Elders shall appoint church members to such other committees as are needed to effectively carry out the purpose of the Church. The Elders shall assign an Elder to interface with each committee. Each committee shall appoint a Chairman and a Vice-Chairman. The Church membership shall be informed of standing committee appointments at the annual meeting.

Section 7 – Removal

Deacons, Deaconesses and committee members must meet and maintain a Christian lifestyle above reproach as set forth in Scripture. A Deacon, Deaconess or committee member may be removed from his or her position for cause after an appropriate hearing and by at least a two-thirds (2/3) majority vote of the Elder Board.

Article VII – Meetings, Section 2

Annual Meeting

Why the Change?

Additional language was added to bring greater clarity to what members always vote on and to the dynamics of the Annual Meeting itself.

Updated Statement

The Annual Meeting shall be held on or before the third Sunday in May for the purpose of approving WBC's next fiscal year's budget and the affirmation of the Clerk, Financial Recording Secretary, Treasurer, and Lay Elders. In exceptional circumstances, the Elder Board may postpone the Annual Meeting for a reasonable time. An "exceptional circumstance" exists for the purposes of this Article if a quorum of the membership cannot readily be obtained because of some catastrophic event. At the Annual Meeting, WBC shall present a report of the year's work and a ministry plan for the coming year. This report shall include but not be limited to a current financial statement. Matters of church discipline shall not be included within the report.

In accordance with the provisions herein, at the Annual Meeting members vote to affirm by a majority of the quorum present (or higher number for matters as otherwise required by this Constitution) the 1) selection of a new Senior Pastor, 2) appointment of all other officers (Clerk, Financial Recording Secretary, Treasurer, and Lay Elders), 3) approval of the annual budget, 4) changes to the constitution, any merger or consolidation, 5) acquisition of real property and related indebtedness, and 6) borrowing money.

Original Statement

The Annual Meeting shall be held on or before the third Sunday in May for the purpose of approving the Church's next fiscal year's budget and the affirmation of officers, board members and committee members. At the Annual Meeting, the Church shall present a report of the year's work and a ministry plan for the coming year. This report shall include but not be limited to a current financial statement. Matters of Church discipline shall not be included within the report.

Article VII – Meetings, Section 6

Parliamentary Guide

Why the Change?

This removes duplicate language found in other sections of the constitution.

Updated Statement

Robert's Rules of Order Revised Edition shall be the parliamentary guide for all business meetings of WBC, provided it does not conflict with this Constitution.

Original Statement

Robert's Rules of Order shall be the parliamentary guide for all business meetings of the Church, provided it does not conflict with the Constitution of Woodside Bible Church. The Senior Pastor shall preside at all meetings except when any subject is being discussed by the Church which pertains to his own personal interests, at which time the Chairman of the Elder Board shall perform the duties ordinarily falling to the Senior Pastor.

Article VII – Meetings, Section 7 Absentee Ballot (and Proxy Voting)

Why the Change?

This eliminates voting by proxy or absentee ballot, neither of which have been used in the last 20 years and would be too difficult to implement under our current operating structure.

Updated Statement

There will be no voting by absentee ballot or by proxy.

Original Statement

Any voting-eligible member may receive an absentee ballot from the Church Clerk prior to any vote, provided he or she cannot attend the meeting because of sickness, work or out-of-town commitments.

Article VIII – Licensing, Commissioning and Ordaining

Why the Change?

This article was changed to reflect the processes necessary to provide ordination, licensing and commissioning in a church the size and scope of Woodside.

Updated Statement

Section 1 – Ordination

When, in the judgment of the Elder Board, a Spirit-filled man who has been a member of WBC for at least two (2) years, or in special cases a non-member, is called out from among us to proclaim the Gospel, it shall be within the power of the Elder Board to determine the process and requirements whereby such an individual may be considered for ordination. Upon successful completion of the prescribed process, the Elder Board shall determine by a two-third (2/3) vote whether to ordain such an individual.

Section 2 – Commissioning

When, in the judgment of the Elder Board, a man or woman is called to serve in significant areas of ministry leadership in which theological competency and alignment are critical, it shall be within the power of the Elder Board to determine the process and requirements whereby such an individual may be considered for commissioning. Upon successful completion of the prescribed process, the Elder Board shall determine by a two-third (2/3) vote whether to commission such an individual.

Section 3 – Licensing

As Spirit-filled men and women are called out from among us to full-time Christian ministry, such men and women who have a minimum of two (2) years of ministry experience at WBC or in another WBC approved church ministry context and who have been a believer for at least three (3) years may be licensed. The Elder Board shall determine the process and requirements for licensing. Upon successful completion of the prescribed process, the Elder Board shall determine by a two-third (2/3) vote whether to license such an individual.

Section 4 – Power of Revocation

The Elder Board shall have the power by a two-third (2/3) vote to discipline and even to revoke the ordination credentials, commission, and/or license of any individual ordained, commissioned, or licensed under this Constitution. The process and requirements for such discipline or revocation to be determined by the Elder Board.

Original Statement

Section 1 – Licensing

As Spirit-filled men are called out from among us to proclaim the Gospel, such men may be given a license to preach and administer the ordinances by a two-thirds (2/3) majority of the Elders, provided that two-thirds (2/3) of the Elders are of the opinion that the Candidate has the suitable gifts; and further provided that their judgment is based on actual experience rather than on their hopes of what he may do; and that this experience shall have covered a period of at least one year of appropriate service.

Section 2 – Commissioning

When a missionary has requested to be commissioned and it has been approved by the Missions Committee, the request must be presented and approved by a two-thirds (2/3) majority of the Elder Board to become effective.

Section 3 – Ordaining

When, in the judgment of the Elders, a member, or in special cases a non-member, is called to the Christian ministry (including both the preaching and non-preaching ministries), it shall be within the power of the Elder Board to call and conduct a Council of Ordination after announcing it to the Church. This Council shall consist of five (5) or more ordained Evangelical ministers. The Council shall thoroughly examine the Candidate regarding his personal Christian experience, call to the ministry, educational training, doctrinal belief, reputation, and demonstrated efficiency in Christian service. The Candidate shall give evidence of his agreement with the provisions of the Church Constitution with respect to doctrine, independence of the local Church, and Scriptural qualifications for Church leadership. The Council of Ordination shall recommend to the Elder Board whether or not to proceed with ordination. The ordination requires a two-thirds (2/3) vote of the Elders.

Section 4 – Power of Revocation

The Elders shall have the power to discipline, even to revoke the ordination credentials, license, or commission of any minister or missionary ordained, licensed or commissioned under this Constitution, if said minister or missionary is found guilty of doctrinal or moral defection after an impartial trial has been conducted in the spirit of 1 Corinthians 13.

Article XII

Amendments

Why the Change?

This allows members to be notified about any recommended amendment modifications electronically.

Updated Statement

This Constitution may be amended at any business meeting of WBC by a two-thirds (2/3) vote of the voting-eligible members present provided that such proposed amendment shall be approved by the Elder Board and the text of such proposed amendment be posted in a conspicuous place within all WBC buildings or made available in electronic format for at least two (2) Sundays immediately preceding the meeting. Any proposed amendment shall be distributed to the membership in written form before the meeting or made available in electronic format.

Original Statement

This Constitution may be amended at any business meeting of the Church by a two-thirds (2/3) vote of the members present provided that such proposed amendment shall be approved by the Elder Board and the text of such proposed amendment be posted in a conspicuous place within the Church building for at least two (2) Sundays immediately preceding the meeting. Any proposed amendment shall be distributed to the Congregation in written form before the meeting.