



# Constitution

May 2025

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# Preamble

The Bible admonishes us saying, “Everything should be done in a fitting and orderly way” (1 Corinthians 14:40). To this end we the members of Woodside Bible Church (“WBC”) do solemnly and sincerely agree to be governed.

## Article I – Name

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The name of the church shall be Woodside Bible Church of Troy, Michigan. WBC may also conduct its business under one or more assumed names.

## Article II – Purpose

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To glorify God by making disciples.

## Article III – Statement of Faith

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This Statement of Faith summarizes the major doctrines that WBC holds as foundational in nature and doctrines that are not foundational doctrines but nonetheless form the basis of how WBC functions as a church body. As a condition of membership at WBC, members agree to be governed by this Statement of Faith and not to advocate positions different from what WBC holds in this Statement of Faith.

### Section 1 – The Bible

While God reveals Himself through His creation, so that no one is without excuse; He also reveals Himself through the Bible. The Bible is God’s Word to all mankind. It was written by human authors under the supernatural guidance of the Holy Spirit. It is complete in its present form, and we should not add to it or subtract from it. It is the supreme source of truth for Christian beliefs and living. Because it is inspired by God, it is truth inerrant and infallible – the supreme standard by which all human conduct, creeds and opinions should be tried.

*Romans 1:20; 2 Timothy 3:16; 2 Peter 1:20-21; 2 Timothy 1:13; Deuteronomy 4:2; Revelation 22:18-19; Psalm 119:105; Psalm 12:6; Proverbs 30:5.*

### Section 2 – God

God is the Creator and Ruler of the universe. He eternally exists in three persons: God the Father, God the Son and God the Holy Spirit. These three comprise the Trinity, are co-equal and are one

God. God the Father is the First Person of the Trinity. The Son and the Holy Spirit are equal with the Father, but voluntarily submit to His will. The Father is an invisible spirit who is all-knowing and present everywhere and at all times.

***Genesis 1:1, 26-27; 3:22; Psalm 90:2; Matthew 28:19; 1 Peter 1:2; 2 Corinthians 13:14; Philippians 2:5-11; Romans 1:20***

### **Section 3 – Jesus Christ**

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 intercession 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.

***Matthew 1:22-23; Isaiah 7:14; Isaiah 9:6; Luke 1:27, 34; John 1:1-5; John 14:10-31; Hebrews 4:14-15; Hebrews 5:5-10; Hebrews 7:23-28; 1 Corinthians 15:3-4; Romans 1:3-4; Acts 1:9-11; 1 Timothy 6:14-15; Titus 2:13; 1 Thessalonians 4:13-5:11.***

### **Section 4 – The Holy Spirit**

The Holy Spirit is a Divine Person, equal with the Father and the Son. He is present in the world convicting mankind of sin and making us aware of our need for Jesus Christ. He also lives in every Christian from the moment of salvation. He provides the Christian with sanctification – power for living, understanding of spiritual truth, and guidance in doing what is right. The Christian seeks to live under His control daily.

***2 Corinthians 3:17; John 16:7-14; John 14:25-26; Acts 1:8; 1 Corinthians 2:12; 1 Corinthians 3:16; Ephesians 1:13, 5:18; Galatians 5:25***

### **Section 5 – Human Beings**

People are made in the spiritual image of God, to be like Him in character. People are the supreme object of God's creation. Because the first man Adam disobeyed the revealed will of God in the Garden of Eden, he passed down to mankind a sinful nature. All people are sinners by nature and by choice and are therefore spiritually dead, in need of salvation.

***Genesis 1:27; Psalm 8:3-6; Genesis 3; Romans 5:12; 1 Corinthians 15:22; Isaiah 53:6a; Jeremiah 17:9; Romans 3:23; Romans 6:23; Isaiah 59:1-2***

## **Section 6 – Salvation**

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. When we repent, turn from our self-ruled, sin-filled lives, and turn to Jesus in faith, we are saved. In its broadest sense, salvation includes regeneration, justification, sanctification, and glorification. There is no salvation apart from personal faith in Jesus Christ as Lord.

*John 3:16-17; Romans 6:23; Ezekiel 36:26-27; Ephesians 2:8-9; John 14:6; John 1:12; Titus 3:5; Galatians 3:26; Romans 5:1*

## **Section 7 – Eternal Security**

Because God gives us eternal life through Jesus Christ, the believer is justified and secure in his or her salvation for eternity. If you have been genuinely saved, you cannot “lose” it. Salvation is maintained by the grace and power of God, not by the self-effort of the Christian. It is the grace and power of God that gives this security.

*John 10:29; 2 Timothy 1:12; Hebrews 7:25; Hebrews 10:10,14; 1 Peter 1:3-5*

## **Section 8 – The Believer**

Every believer has direct access to God through Jesus Christ and should nurture that relationship through disciplines like 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 and governed by love for the edification of the church and in service to the world.

*1 Peter 2:9; Ephesians 2:18; 1 Timothy 2:5; Matthew 4:4; 1 Corinthians 2:15; John 14:15; Ephesians 4:11-12; 1 Corinthians 12:4-5, 12:11-13, 12:19, 12:31; Galatians 5:25; 1 Corinthians 14*

## **Section 9 – The Church**

Christ is the recognized head of our Church, not any person, group or religious organization. While recognizing the value of associating and cooperating with other groups of Christians, the church should be self-governed and led by local Elders. Woodside is one church with many locations working together to accomplish our mission statement in the region and beyond.

*Matthew 16:16-18; Acts 2:42-47; Romans 12:5; 1 Corinthians 12:12-27; Ephesians 1:19b-23, 4:3-10; Colossians 3:14-15; Titus 1:5-9.*

## **Section 10 – Baptism**

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 his allegiance to Jesus Christ as Lord.

***Acts 8:36-38; Romans 6:3-4; Colossians 2:11-12; Acts 2:41-42; Matthew 3:13-17; Matthew 28: 18-20; Mark 1:9-11; Luke 3:21-22.***

## **Section 11 – The Lord's Supper**

The Lord's Supper consists of two elements; the bread and the cup. The breaking of the bread symbolizes the bodily suffering of Jesus, and the cup represents the blood He shed. We as believers are to take the bread and cup in a worthy manner, after a period of self-examination, to remember what Jesus did for us on the cross.

***Matthew 26:26-30; Mark 14:22-26; Luke 22:17-20; 1 Corinthians 11:23-32***

## **Section 12 – Marriage**

Marriage is a covenant relationship designed and ordained by God from the very beginning of creation as a union between one man and one woman. God instituted monogamous marriage between male and female as the foundation of the family and the basic structure of human society. A civil government's sanction of a union will be recognized as a legitimate marriage by this church only to the extent that it is consistent with the definition of "marriage" as found in the Scriptures and described within this Article.

***Genesis 2:24-25; Matthew 19:4-6; Ephesians 5:22-33***

## **Section 13 - Human Sexuality**

Human sexuality is part of God's plan and a gift to be expressed only within the context of marriage (as described in Section 12 above). God has commanded abstinence from any form of sexual activity outside of a marriage between one man and one woman and that any other expression is a perversion of God's created order. God created human beings male and female; therefore we hold the distinction between the two sexes to be sacred. We believe that God disapproves of and forbids any attempt to change the appearance or identity of one's biological

sex by medical, surgical, non-binary acts, conduct, or by any other means.

*Matthew 19:5-6; Mark 10:6-9; Romans 1:18-32; 1 Corinthians 6:9-19*

## **Section 14 – Angels and Demons**

Angels are spirit beings, made by God before the creation of the world. They are personal, powerful and highly organized. The good angels perform God’s will including providing special care for believers. Satan was created holy but fell through pride and evil ambition. Those angels who followed Satan’s rebellion became agents for evil in the world in opposition to God, His work and His people.

*Hebrews 1:14; Psalm 148:2,5; Job 38:4-7; Revelation 22:8,9; Psalm 103:20; Isaiah 14:12-15; Ezekiel 28:12-17; Matthew 25:41 Acts 5:3; Zechariah 3:1.*

# **Article IV – Membership**

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## **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.

## **Article V – Officers**

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### **Section 1 – Senior Pastor**

#### **A. Qualifications**

The Senior Pastor must be a man who meets the qualification of 1 Timothy 3:1-7, Titus 1:5-9 and 1 Peter 5:1-4. He must be ordained by an Evangelical, Bible-believing church and affirm the Statement of Faith and agree to be governed by it.

#### **B. Duties**

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.

#### **C. Term**

The term of the Senior Pastor shall be indefinite. The relationship, however, may be terminated by a three (3) month written notice on the part of the Senior Pastor or of WBC. By mutual consent, his employment may be terminated at any time.

#### **D. Call**

The pastoral office shall be regarded as a divine appointment. A Senior Pastor shall be chosen by the membership as hereinafter provided:

1. The Pastor Screening Committee shall be responsible for recommending a prospective pastor who meets the above-stated qualifications to the Elder Board. Members of the Pastor Screening

Committee shall be appointed by the Elder Board, with as many members as the Elder Board deems necessary from various boards, committees, and the membership. The Committee shall secure pastoral candidates and provide pulpit supply during the time WBC is without a Senior Pastor. They shall investigate all candidates thoroughly and make regular reports to the Elder Board. It is recommended that members who desire to suggest the name of an individual for consideration as Senior Pastor do so in writing to the Secretary of the Elder Board, who shall forward it to the Pastor Screening Committee for consideration.

2. The Elder Board shall consider the recommendation of a prospective pastor by the Pastor Screening Committee, and, if approved by at least a two-thirds ( $2/3$ ) majority of the Elder Board, shall recommend the prospective pastor to the membership. It shall be the policy of WBC to consider only one prospect at a time.

3. A prospective Senior Pastor shall be considered by the membership in a special meeting for which an announcement has been made by a public reading of notice at two (2) preceding Sunday morning services. The recommendation of the Elder Board must be accepted by at least three-quarters ( $3/4$ ) of the voting-eligible members present at the special meeting before a call to minister can be extended with the quorum of members determined according to Article VII, Section 4. Church membership shall be automatic for the Senior Pastor and his wife on acceptance of the call to minister at WBC.

#### **E. Removal**

If at any time the Senior Pastor deviates from the Statement of Faith or his conduct is unbecoming a minister of the Gospel as determined by the Elder Board, the Elder Board shall make a recommendation to the membership for his dismissal at a special meeting. A public notice of the special meeting must be given at two preceding Sunday morning services. The outcome of the vote shall be determined by a majority of the voting-eligible members present with the quorum of members determined according to Article VII, Section 4. If the outcome of the vote is for dismissal, he shall be given a two (2) week notice rather than the three (3) month notice stated in Article V, Section 1, paragraph C and shall be removed from the pulpit immediately.

#### **F. Retirement and Severance**

The Elder Board shall determine the retirement and severance pay, if any, of the Senior Pastor.

## **Section 2 – Elders**

### **A. Qualifications**

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.

### **B. Role and Responsibility**

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.

## **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.

# **Article VI – Governance**

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## **Section 1 – Elder Boards**

### **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 membership designates the Elder Board as the highest ecclesiastical authority of WBC. It shall act as the ultimate decision-maker on questions arising 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—and shall have the authority to resolve such matters. The process and criteria for making these determinations shall be established by the Elder Board.

### **C. Delegation**

The Elder Board may delegate any responsibility to the Governance Committee, Deacon Committees, Finance Committee, or other duly appointed officers or committees as deemed appropriate for carrying out specific tasks or necessary activities required for protecting or furthering the purposes of WBC, except as otherwise provided herein. The delegation of responsibility shall not be considered a relinquishment of authority to these committees, and the Elder Board reserves the right to object to and override any recommendations and/or decisions of these committees or officers.

### **D. Meetings**

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.

### **E. Quorum and Manner of Acting**

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 meeting 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.

## **F. Elder Selection Process**

### **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 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, **15**

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.

## **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 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.

# **Article VII – Meetings**

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## **Section 1 – Regular Meetings**

WBC shall meet every Lord's Day and any other day deemed appropriate by the Elder Board for public worship. On the first Sunday of each month, the ordinance of The Lord's Supper shall be celebrated unless otherwise arranged by the Elder Board.

## **Section 2 – Annual Meeting**

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.

### **Section 3 – Special Meetings**

Special meetings may be called by the Senior Pastor or the Elder Board with notification given at least two (2) Sundays prior to the meeting. In the event that a condition or situation arises which is deemed an emergency by the Elder Board, the advance notice regulation may be waived.

### **Section 4 – Quorum**

One hundred (100) voting-eligible members shall constitute a quorum at any Annual Meeting or special meeting of WBC, including the calling of the Senior Pastor.

### **Section 5 – Voting Requirements**

To be eligible to vote, a member must be in full fellowship with WBC. Members who have attained their 18th birthday are eligible to vote. All voting at any Annual Meeting or special meeting of WBC shall be conducted by voice or visible vote.

### **Section 6 – Parliamentary Guide**

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.

### **Section 7 – Absentee Ballot and Proxy Voting**

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

## **Article VIII – Ordination, Commissioning, and Licensing**

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### **Section 1 – Ordination**

As Spirit-filled men and women are called to serve in 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 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.

## **Article IX – Acquisition, Holding and Disposing of Property**

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### **Section 1 – Personal Property**

Personal property shall be acquired, held or disposed of in the name of WBC in accordance with WBC's budget as approved by the Elder Board and affirmed by the membership.

### **Section 2 – Real Property**

Real property shall be acquired, held or disposed of in the name of WBC. The purchase or acquisition of real property and related indebtedness must be approved by the Elder Board and authorized by majority vote of voting-eligible members at a duly called business meeting of WBC.

### **Section 3 – Donated Property and Gifts**

When property, gifts, or personal goods are given or left to WBC (as a beneficiary), the Elder Board is hereby empowered to appropriately dispose of the property and apply the proceeds towards the ongoing ministry of WBC.

# Article X – Contracts, Checks, Deposits and Funds

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## Section 1 – Contracts

The Elder Board may authorize any officer(s) or agent(s) of WBC to enter into any contract or execution and delivery of any instrument in the name of and on behalf of WBC and such authority may be general or confined to specific instances.

## Section 2 – Checks and Drafts

All checks, drafts or other orders for the payment of money, notes, or other evidences issued in the name of WBC shall be signed and countersigned by two (2) signatories approved by the Elder Board, with the exception of the Deacons' Fund to be used to take care of the financial needs of people within WBC, which shall require only one (1) signature.

## Section 3 – Deposits

All funds of WBC shall be deposited in an expeditious manner to the credit of WBC in such banks, trust companies, or other depositories as the Elder Board may select.

# Article XI – Finance

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## Section 1 – Financial Support

This Church shall be supported in all its endeavors by the tithes and free-will offerings of the people and other means as approved by the Elder Board. However, upon approval of the membership at either an Annual or special meeting, WBC may borrow money from any individual, corporation, or banking institution and may execute such notes, bonds, or other documents as may be necessary or proper to evidence any such loans, and secure the payment thereof to renew and extend any such evidence of indebtedness and security therefore and from time to time, and to pledge and assign to such individual, corporation, banking institution, trustee, or other entity any property of WBC to secure any such indebtedness, and to substitute other property in lieu of that so pledged or assigned, and to do such other act or acts as may be necessary to properly secure the person, firm, or institution from whom the money is borrowed.

## Section 2 – Fiscal Year

WBC fiscal year ends on the last day of April each year.

## **Article XII – Gender-Specific Facilities**

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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 one’s biological sex determined at birth in keeping with a traditional Christian sexual ethic – not gender identity or expression – regardless of whether an individual is a member of WBC or not.

## **Article XIII – Amendments**

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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.

## **Article XIV – Dissolution of Church**

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In case WBC is ever dissolved, the properties and/or proceeds of WBC shall revert only to an Evangelical, Bible-believing organization in agreement with our Statement of Faith. Such action must have a two-thirds (2/3) majority of voting-eligible members present.