



**CONCORD BAPTIST CHURCH**  
making disciples everywhere



# Welcome to Starting Point

## I. What is our purpose? What are we doing as a fellowship?

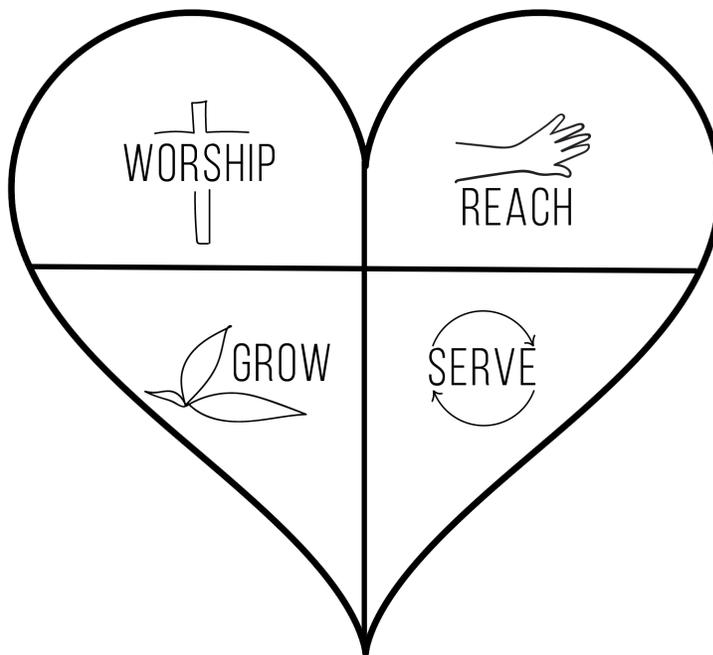
- A. We exist to make disciples everywhere.
- B. Why? Because we believe a person cannot know genuine joy and lasting contentment apart from a relationship with Christ.
  - 1. How does a person come to faith in Jesus?
    - a. **Repent and believe** the news that Jesus died as your substitute and was resurrected from the dead and follow Him.
  - 2. What occurs at the moment you begin to follow Christ?
    - a. **Justification**: declared righteous by God through faith in Jesus.
    - b. **Sanctification**: process of spiritual maturity whereby we express the character and conduct of Jesus more and more.
    - c. **Glorification**: the moment we are given a new body fit for eternity which will never again be subject to sin.

## II. What are we supposed to be doing as a church?

- A. **Matthew 28:19-20**, “Go therefore and make disciples of all the nations, baptizing them in the name of the Father and the Son and the Holy Spirit, teaching them to observe all that I commanded you, and lo, I am with you always, even to the end of the age.”
- B. **What does a disciple of Jesus look like?**
  - 1. Jesus taught us how to worship God.  
Mark 12:30, Matthew 26:39
  - 2. Jesus taught us how to reach out to others.  
Luke 19:10, Luke 5:31-32
  - 3. Jesus taught us how to grow.  
Luke 2:52, John 1:18
  - 4. Jesus taught us how to serve others.  
Mark 10:45
- C. A true disciple worships, reaches, grows, serves and leads others to do the same.

### III. How is Concord's Ministry structured to make disciples?

- A. **Worship:** Sunday morning, we want to create an environment where you can worship God through prayer, study of Scripture, and praise.
- B. **Reach:** Sunday morning small groups, we want to create an environment which enables us to reach out to others.
- C. **Grow:** Grow Groups are discipleship classes; we are seeking to create an environment where you can grow in your relationship with Christ.
- D. **Serve:** Discover Your Design is our pathway for you to get plugged in to the body to serve.



### IV. What values serve as the foundation for ministry at Concord?

#### A. REVERENCE FOR SCRIPTURE

We believe in the absolute and final authority of the Scriptures, sufficient for every principle, practice, and person; infallible, inerrant, plenary, and inspired. 2 Tim. 3:16; 2 Peter 1:20-21; 2 Tim. 1:13; John 17:17; Ps. 119:105,160; Ps. 12:6; Prov. 30:5; Deut. 32:45-47

Reverence is a serious and passionate word. It is defined as having feeling of profound respect often mingled with awe and affection. If we are to be conformed to the image of Christ, we must be consumed with the Word of Christ, as individuals and as a fellowship.

The Scripture gives us Doctrine: to teach us what is right.

The Scripture gives us Reproof: to teach us what is not right.

The Scripture gives us Correction: to teach us how to get right.

The Scripture gives us Instruction: to teach us how to stay right.

At Concord, the Bible is the final authority. This is how we live our lives, treat one another, decide ministry options, and choose our leaders. Our number one Core Value, thus, is connected to the others. The Bible gives us our knowledge of God, our knowledge of His Son and His love for us, and our personal responsibility. The Bible is the guide for how we perform and operate as a church. We desire to line up as closely as possible to the pattern, attitude, and balance found in the Scripture.

## **B. CONSTANT PRAYER**

Prayer is simply talking to God. We are given access to the Lord through prayer. God hears our prayers and answer them. Our prayer life as a fellowship conforms our will to His. We are not a congregation that believes it would be *nice* if God showed up; it is absolutely *necessary* that God shows up. Therefore, we seek God's face as a body believing Him to work mightily through prayer.

2 Chronicles 7:14; James 5:13-18; Matt. 6:5-14

## **C. GENEROSITY**

Giving can be one of the most controversial subjects in the church. The concept of giving includes our financial resources, our time, and our talents. For Christians, giving should be a joyous experience that expresses our love for God, our fellow believers, and a lost world around us. We encourage Concord members to tithe and employ their spiritual gifts in service to the body.

2 Corinthians 9:6-7; Romans 12:4-13; 1 Peter 4:10-11

## **D. INTEGRITY**

We desire to be above reproach in all ministries and relationships.

Matt. 22:16; Titus 2:7-8

Here are a few examples of how we intend to fulfill this Core Value:

- All full time staff men are required to have an active accountability team that they meet with at least 3 times per month. The Senior Pastor annually selects his active accountability team and allows the church body to vote on them during a regular church conference.
- At no time should a male staff member counsel or meet with a young lady without someone else present.
- All dispersions of monies are handled through no less than two people with a periodic audit to examine uses of funds and to insure accurate fiscal responsibility in accordance with the church budget.
- All deacons for Concord must complete a rigorous questionnaire and interview process before being allowed to serve.

### **C. AUTHENTIC RELATIONSHIPS**

The ministry of Concord thrives on caring relationships within the body. As you get to know the fellowship, the more you will be able to grow in the faith and encourage others. You were made for community with others. Take advantage of getting to know people in the body and see how God grants you friends that will last a lifetime.

### **D. TEAMWORK**

If we are to reach our mission of making disciples everywhere, it is going to take a team. It has been said before, “Teamwork makes the dream work.” This is so true. As you become a member of Concord, you are joining a team with driving mission and you have the opportunity to play a part.

### **V. HOW CAN I JOIN CONCORD?**

- A. A person may offer himself or herself as a candidate for membership in this Church at any regular worship service or privately to the pastor and complete both the following requirements:
  1. Make a public profession of faith and be baptized according to the doctrine of this Church OR upon a statement of a prior conversion experience and baptism by immersion
  2. Make a commitment, in writing, to the Church Covenant and Doctrine, as stated in the Constitution, and also receive New Member instruction. (Starting Point)

- B. After meeting these requirements, the person will be presented to the church as a member of Concord Baptist Church. Any dissent may be made to Pastoral Staff at any time after a person has requested membership but no later than seven days after the person has been presented to the Church. The Pastoral Staff will make a recommendation to the Church within 30 days at which time there will be a three-fourths vote of those members present and voting required to elect such candidates to membership.

## **VI. What Ordinances does Concord Practice?**

### **A. Baptism**

1. Baptism is an important “first-step” of the believer. It is clearly taught in the New Testament that baptism should be experienced by every believer. Baptism does not save you, nor will the lack of it keep you from heaven, but because it is clearly mentioned as being a practice of believers we strongly believe in baptism for believers after salvation.
2. Why baptism by immersion? The word “*baptizo*” means to dip under water, or to submerge.
3. All baptism in the Bible was by immersion. (Acts. 2:24; 8:38)
4. It best symbolizes the death, burial, and resurrection.

### **B. The Lord’s Supper**

1. Jesus never told His disciples to remember His birth. But He did command them to remember His death and resurrection. The two ordinances we practice here at Concord draw attention to and focus on His death and resurrection. (1 Cor. 11:23-46)
2. Here at Concord we practice open communion (allowing all regardless of membership to participate in our Lord’s Supper ceremony) once a quarter. The only criterion for participation is that you are a Christian. We also strongly encourage the body to use this time to clear up past offenses seeking the Lord with confession and thanksgiving. (1 Cor. 11:29)

## **VII. OUR HISTORY**

Concord Baptist Church was constituted in February of 1851, when eleven members of Mt. Yonah, Wahoo, and Holly Springs Baptist Churches joined together. The community was at this time known as “Dip,” because of a significant dip in the tracks of the original railroad that passed through Clermont from Gainesville. Later this community became known as “Concord” because of the church located here, but finally the town

was named Clermont, from the two words, “clear mountain.” William West was chosen as the first pastor and the membership adopted the “Baptist Articles of Faith” and the “Rules of Decorum.” The meeting days were the second Sunday and preceding Saturday of each month. Soon after its organization, the church voted to affiliate with the Chestatee Baptist Association. But 1873, the church transferred its membership to the Chattahoochee Baptist Association and has remained an active part of this association. In 1900, Concord went to “half-time” by including the fourth Sunday as a preaching day; and in 1953, the church went “full-time” when it called its first full-time pastor and began meeting every Sunday. The names of all pastors that have served Concord since 1851 are engraved in the glass windows located in the chapel.

The first church building, which was located one-half mile north of the present location, was a log house furnished with split-log seats and was used for 21 years. A box building was later constructed in 1872 and was used for 10 years. In 1897 a new house of worship was erected on the present site and was used for 37 years. Then in 1919, the present brick building was constructed and the old building was moved across the street and made the Chattahoochee School. In 1950, the Sunday School educational annex was constructed (now used as our church and staff offices) and the steeple was added ten years later. (However, in 1992, strong winds blew off the old steeple, causing it to land harmlessly across the ground and parking lot.) The year 1960 also saw the addition of the front columns to the chapel. In 1990, a 10,000 square foot education and fellowship building was added on to keep pace with the continued growth. In April of 1999, a multi-purpose building was completed, serving as a temporary worship center as well as a children’s education facility.

Construction on an addition to the Worship Center (called the New Wing) was completed in 2005, adding needed small group space as well as a Music Suite. At the same time, the chapel was modified to accommodate three new large classrooms in what used to be the stage and baptistry of the original sanctuary.

One new construction phase was called “**The Imagine Campaign.**” This education building was completed in Fall of 2008 and is designed for children and students grades K-5 through 12<sup>th</sup> grade and features an activity building for games and recreational usage as well as classroom space for each grade.

In 2014, we completed a \$750,000 project called “**2nd Mile.**” This project included the completion of the lower level of the “**C**” **Building**, enabling us to have a dedicated student ministry center. The church parking lot was expanded during this project, as well as the creation of a Welcome Center.

Also in 2014, Concord adopted the “**777 Vision.**” This vision is that in **7 years**, we would plant **7 campuses**, and focus our efforts to support missions in **7 different countries**. Our first “**Campus Pastor**” began work toward our first satellite campus in August of 2014 and the **Concord at Mt. Yonah** satellite is now meeting in Cleveland. Our second campus, **Concord at Habersham**, and our third, **Concord at Dahlonega**, began meeting Easter of 2017. **Concord Iglesia Bilingue**, our bilingual campus, launched in January of 2019. **Mexico, Haiti, Brazil, and Uganda** have been designated as our first four missions countries.

## VIII. Our Affiliations

### A. The Chattahoochee Baptist Association

Sixty eight churches that fellowship and work together to reach the Hall County community for Christ. The Associational Missionary for Chattahoochee is Dr. Jojo Thomas and, he and his family, are members of Concord. We also work closely with the White County Association because of our unique location.

### B. The Georgia Baptist Convention

Thirty-five hundred plus churches that fellowship together with the goal of evangelizing our state. The main office is located in Gwinnett County and serves to support all active GBC churches.

### C. The Southern Baptist Convention

Forty-three thousand plus churches in the United States that cooperate together in a worldwide effort to reach the lost of the world. We presently have over 5,000 missionaries serving in over 153 countries.

## Meet the Staff Team!

<b>Concord at Clermont</b>	<b>Staff Position</b>	<b>Date Began</b>
Rev. Larry Wynn	Interim Senior Pastor	June, 2020
Mr. Mike Howell	Director of Operations	May, 2016
Rev. Brandon Roney	Next Gen Pastor	February, 2012
Rev. Jamie Smith	Children's Pastor	May, 2017
Rev. Randy Williams	Missions & Outreach Pastor	September, 2011
Mr. Phillip Simmons	Worship Director/Creative Media	August, 2017
Mrs. Katie Martin	Executive Assistant	October, 2014
Mrs. Frances Wiley	Financial Secretary	April, 1998
Mrs. Patti Lord	Church Secretary, Part-Time	April, 2017
Mrs. Kim Ellis	Preschool Director	October, 2015
Mrs. Robin Bryson	Director, Concord Christian Preschool	June, 2001
Mrs. Beth Looper	Asst. Director, Concord Christian Preschool	January, 2019
Ms. Beth Lloyd	Grow Group/Discover Your Design Associate	August, 2012
Mrs. Sadie Hill	Housekeeper	January, 2013
Mrs. Crystal Gooch	Housekeeper	September, 2019
Mr. David Berliner	Audio Video Associate	September, 2011
Mr. Stan Lloyd	Facilities Assistant	August, 2008
Mr. Jon McIntire	Multi-Site Media Coordinator	October, 2014
Mr. Joe Lloyd	Technical Director	May, 2018
<b>Concord at Mt. Yonah Staff</b>	<b>Position</b>	<b>Date Began</b>
Rev. James Forrester	Campus Pastor	August, 2014
Mr. Casey Ryals	Worship Leader	September, 2014
Miss Laura Hyatt	Ministry Assistant	January, 2018
<b>Concord at Habersham Staff</b>	<b>Position</b>	<b>Date Began</b>
Rev. Dusty Rogers	Campus Pastor	March, 2019
Mr. Jason Chester	Worship Leader	December, 2016
Miss Carrie Carruth	Ministry Assistant	October, 2019
<b>Concord at Dahlonega Staff</b>	<b>Position</b>	<b>Date Began</b>
Rev. Jeff Pulliam	Campus Pastor	February, 2017
Mrs. Tristen Parrish	Ministry Assistant	January, 2018
Mrs. Roxanne Grindle	Asst. Housekeeper	August, 2018
<b>Concord Bilingüe Staff</b>	<b>Position</b>	<b>Date Began</b>
Rev. Roger Tapia	Campus Pastor	June, 2018
Rev. Joseph Dockery	Worship Pastor/Admin Assistant	March, 2019

**CONCORD BAPTIST CHURCH  
CONSTITUTION  
Revision 2 - Adopted August 9, 2017**

**Preamble**

We, the members of the Concord Baptist Church, in order to preserve and secure the principles of our faith and in order that this body may be governed in an orderly manner, do hereby declare and establish this constitution.

**I. NAME**

This body shall be known as CONCORD BAPTIST CHURCH, INC., OF CLERMONT, GEORGIA.

**II. DOCTRINE**

This Church accepts the Scriptures as its sole authority in matters of faith, practice, membership and employment.

We believe in the Scripture of the Old and New Testaments, as inspired by God, inerrant in the original writings, and that they are of supreme and final authority of faith and life. {Psalm 119:105; Matthew 4:14; Mark 13:31; John 8:31-32, 20:31; Acts 20:32; Romans 10:17; 2 Timothy 3:16; 2 Peter 1:20-21}

We believe in one God, eternally existing in three persons; Father, Son and Holy Spirit. {Genesis 1:1, 26; Matthew 28:19; John 1:1, 3, 3:16-17, 4:24, 14:16-18; 1 Corinthians 12:4-6; 2 Corinthians 13:14; Ephesians 4:4-6; 2 Thessalonians 2:13; 1 Peter 1:2}

We believe that man was created in the image of God; that he sinned, and thereby incurred not only physical death, but also spiritual death, which is separation from God; and that all human beings are born with a sinful nature. {Genesis 1:26, 2:17, 3:1-24, 5:1-2; Isaiah 53:6, 59:2; Romans 3:23}

We believe that Jesus Christ was begotten by the Holy Spirit and born of the Virgin Mary, and is true God and true man. {Isaiah 7:14; Matthew 1:18-25; Mark 14:62; Luke 1:26-33; Romans 9:5}

We believe that the Lord Jesus Christ died for our sins according to the Scriptures as a representative, substitutionary and complete sacrifice; and that all who believe in Him are justified on the basis of His shed blood. {Isaiah 53:5, 12; Matthew 20:28; John 3:14, 16; Romans 5:8-9; 2 Corinthians 5:21; Hebrews 9:28}

We believe in the resurrection of the crucified body of our Lord, in His ascension into Heaven, and in His present life as High Priest and Advocate. {Psalm 16:10, 68:18; Mark 16:19; John 5:24, 30, 8:12, 19:33, 20:19-28; 1 Corinthians 15:4; 1 Timothy 3:16; Hebrews 2:17, 4:14-15, 5:5-6, 7:24-27, 9:15}

We believe salvation is based on faith in Jesus Christ alone and that all who receive by faith the Lord Jesus Christ are born of the Holy Spirit and thereby become children of God, saved eternally. {Mark 16:16; John 1:12, 3:16, 14:6, 16-17, 26; Acts 4:12; Romans 3:17, 5:10-11, 8:9-11, 10:9; 1 Timothy 2:5; Hebrews 7:25}

We believe in the priesthood of the believer and have been entrusted with the ministry of reconciliation. {1 Corinthians 3:16-17, 6:19-20; 2 Corinthians 5:18-19; Galatians 5:22-26; 1 Peter 2:9}

We believe in "that blessed hope," the personal, imminent return of our Lord and Savior, Jesus Christ and the rapture of the church. {Matthew 16:27; Mark 14:62; John 14:2, 3; Acts 1:11; Philippians 3:20; 1 Thessalonians 4:15-17; Titus 2:13; Hebrews 9:28}

We believe in the bodily resurrection of the just and unjust, the everlasting blessedness of the saved, and the everlasting punishment of the lost. {Matthew 16:27; Philippians 3:20, 21; 1 Thessalonians 4:15; 2 Timothy 4:1}

We believe that the Lord Jesus Christ has committed two ordinances to the local church; Baptism and the Lord's Supper. We believe that Christian Baptism is the immersion of the believer in water into the name of

God the Father, Son, and Holy Spirit. We believe that the Lord's Supper was instituted by Christ for commemoration of His death. We believe that these two ordinances should be observed and administered until the return of the Lord Jesus Christ. {Matthew 28:18-20; Romans 6:3-5; I Corinthians 11: 23-26}

### **III. SOCIAL LIFESTYLE**

#### **Section I. Marriage**

We believe that marriage is the uniting of one man and one woman in a covenant commitment for a lifetime. The Church does not condone or recognize any alternative definition of marriage, nor permit staff members to perform such ceremonies, nor allow the use of Church property or resources for such ceremonies. (Genesis 2:18-24, Hebrews 13:4)

#### **Section II. Sexuality**

We believe that God intends sexual intimacy to only occur between one man and one woman who are married to each other. On the authority of Scripture we believe any form of sexual immorality, such as adultery, fornication, homosexual or bisexual conduct, polygamy, pedophilia, bestiality, incest, pornography, or attempts to change one's biological sex, to be sinful and offensive to God and is not to be condoned or accepted among Church members or employees. (I Corinthians 5:1-5, I Corinthians 6:18-20)

### **IV. CHURCH COVENANT**

Having been led, as we believe by the Spirit of God, to receive the Lord Jesus Christ as our Savior and on the profession of our faith, having been baptized in the name of the Father, and of the Son, and of the Holy Spirit, we do now, in the presence of God, and this assembly, most solemnly and joyfully enter into covenant with one another as one body in Christ.

We engage, therefore, by the aid of the Holy Spirit to walk together in Christian love; to strive for the well-being of this Church, in knowledge, holiness, and comfort; to promote its prosperity and spirituality; to sustain its worship, ordinances, discipline, and doctrines; to contribute cheerfully and regularly to the support of the ministry, the expense of the Church, the relief of the poor, and the spread of the gospel through all nations.

We also engage to maintain family and personal devotions; to religiously educate our children; to seek the salvation of our kindred, and acquaintances; to walk circumspectly in the world; to be just in our dealings, faithful in our engagements and exemplary in our deportment; to avoid all tattling, backbiting and excessive anger; to seek God's help in abstaining from all drugs, food, drink, pornography and other practices which bring unwarranted harm to the body or jeopardize our own or another's faith; to be zealous in our efforts to advance the Kingdom of our Savior.

We further engage to watch over one another in brotherly love; to remember one another in prayer; to aid one another in sickness and distress; to cultivate Christian sympathy in feeling and Christian courtesy in speech; to be slow to take offense, but always ready for reconciliation, secured without delay, according to the Word of God.

If for any reason we are unable to maintain our fellowship with this Church, we will, as soon as possible, unite with some other church.

### **V. POLITY**

The government of this Church is vested in the body of believers who compose it. It is not subject to the control of any other ecclesiastical body, but it recognizes and sustains the intent of mutual cooperation with other churches that share the same beliefs. Insofar as we are in agreement, this Church will cooperate with and support the Chattahoochee Baptist Association, the Georgia Baptist Convention and the Southern Baptist Convention.

## **BYLAWS**

### **VI. MEMBERSHIP**

#### Section 1. General

This is a sovereign Baptist Church under the Lordship of Jesus Christ.

#### Section 2. Membership

A person may offer himself or herself as a candidate for membership in this Church at any regular worship service or privately to the pastor and complete the following requirements:

1. Make a public profession of faith and be baptized according to the doctrine of this Church  
OR  
Upon a statement of a prior conversion experience and baptism by immersion  
AND
2. Make a commitment, in writing, to the Church Covenant and Doctrine, as stated in the Constitution, and also receive New Member instruction.

After meeting these requirements, the person will be presented to the church as a member of Concord Baptist Church. Any dissent may be made to Pastoral Staff at any time after a person has requested membership but no later than 7 days after the person has been presented to the Church. The Pastoral Staff will make a recommendation to the Church within 30 days at which time there will be a three-fourths vote of those members present and voting required to elect such candidates to membership.

#### Section 3. Termination of Membership

Membership may be terminated in the following ways:

1. Death
2. Upon becoming a member of another church or requesting, verbally or in writing, their name be removed from the roll.
3. Becoming an offense to the Church and to its good name by reason of immoral or unchristian conduct, or by persistent breach of the Church Covenant, the Church may terminate their membership by a three-fourths vote of those members present and voting, but only after due notice and hearing, and after faithful efforts have failed to bring such member to comply or repentance.

### **VII. CHURCH OFFICERS**

All Church Officers must be members of the Church and must agree to the belief and practice of the Doctrine and Church Covenant in this Constitution.

The Officers of the Church shall be as follows:

#### Section 1. Pastors

The Pastors are responsible for leading the church in functioning as a New Testament Church. The Pastors will lead the congregation, and assist the organizations and ministries in performing their tasks.

The Senior Pastor's first priority is to teach and preach the Word of God. The Senior Pastor is responsible for the worship services and the proclamation of the Gospel. He is also responsible for filling the pulpit in his absence.

The Senior Pastor of the Church shall be called and employed for an indefinite period when presented by the Pulpit Ministry Team and approved by 80 percent vote of the members present and voting in any regular or called business meeting of the Church, the purpose of which has been publicly announced for not less than one week.

Upon the death, resignation, or removal of a Senior Pastor, the Church shall promptly instruct the Pulpit Ministry Team to search out a man who it considers suitable to the needs of the Church, and recommend his call.

#### Section 2. Clerk

The Clerk of the Church shall record the minutes of all Church business meetings. The Clerk shall verify that these minutes, as well as a register of the names of members, with dates of admission, dismissal, death, and baptism are maintained and stored in a safe place.

The Clerk shall be presented by the Ministry Connexions Team to the Church for election, and assume the duties of this office on September 1 following election for a period of one year.

#### Section 3. Deacons

Deacons must be a man at least 25 years of age, be an active member of this Church for at least one year, practice biblical tithing, and meet the Scriptural qualifications of a deacon as found in 1 Timothy 3:1-12.

It shall be the duty of the deacons to minister to the members of this Church, thereby assisting the Pastor in conjunction with his pastoral duties. They shall participate in the deacon family ministry plan or similar program designed to help them fulfill their functions.

The optimal number of deacons shall be determined by a ratio of one (1) deacon per ten (10) families of the Church. Once a deacon has been called to serve, he will continue to serve until he is unable or unwilling, at which time he will be removed as an active deacon. A deacon may request a sabbatical leave which must be approved by the deacon body. If, for any reason, an elected deacon becomes disqualified according to Scripture, or does not serve in the capacity as mentioned above, the deacon body can remove that person from the deacons by a 2/3 majority vote.

The deacons shall select a chairman, other officers and representatives as needed. The chairman can serve only two consecutive terms; after that he cannot serve in that capacity for at least one year before being qualified for chairman again.

As the need arises, the deacon body shall present to the Church a list of deacon candidate(s) who have completed a deacon questionnaire and meet the qualifications of a deacon. The method of election is by secret ballot at a Church conference. If approved by the Church, these candidate(s) will meet with the deacons and assist them during the year. At the end of one year, if the candidate(s) are willing to serve and the deacon body believes that they meet the qualifications of a deacon, the deacon body will recommend them to the Church for ordination as a deacon. If they have already been ordained at another Baptist Church, they will become an active deacon as soon as they are approved by the Church at a Church conference.

#### Section 4. Treasurer

The Treasurer shall review the monthly financial statements for compliance with the budget. He shall not authorize any disbursements which have not been approved by the Church by means of the Church Budget, or approved policies and procedures, or by a special vote of the Church.

It shall further be the duty of the Treasurer to present to the Church an itemized report of the financial statements at the regular business meetings. In cooperation with the Audit and Finance Team, the Treasurer will see that the Church books are audited once a year.

The Treasurer shall be presented to the Church by the Ministry Connexions Team for election, and will assume the duties of this office on September 1, following election for a period of one year.

#### Section 5. Trustees

The trustees, three in number, one third of whom shall be elected annually to serve for three years or until their successors shall be appointed. It shall be the function of the trustees to affix their signatures to legal documents involving the sale, mortgaging, or purchase, or rental of property, or other legal documents where the signatures of trustees are required. They shall have no power to buy, sell, mortgage, lease or transfer any property without a specific vote of the Church authorizing such action. They shall also represent the Church in legal matters unless someone else has been designated by the Church to represent them on a specific issue.

The trustees shall be presented by the Ministry Connexions Team to the Church for election, and will assume office on September 1, following election.

The trustees are the officers of the church through which the church exercises any corporate privileges, protections, or immunities, or authority granted to Concord Baptist Church of Clermont, Georgia, Inc. by the State of Georgia. In the normal conduct of the Church's business, the trustees may only act in their capacity as corporate officers when directed to do so by the church body in the form of a motion approved by a majority of those church members present at a regular or called business meeting of the church after proper notice to the membership, except in matters involving litigation or threatened litigation. When matters or an event occurs that involve litigation or carry a threat of litigation, the trustees may keep said matters confidential without report to the membership. The trustees shall however exercise and act in good faith in such matters to protect the interests and assets of the Church.

In the event that the Church is named as a party to any litigation or a matter arises carrying any threat of litigation, the trustees are designated as the officers of the Church to protect the interests of the Church and to communicate with any insurance carrier providing insurance coverage for the Church and/or legal counsel for the church. The church staff shall immediately notify the trustees of any situation, threat, or notice of litigation of which they become aware. The trustees shall be the designated representatives of the church regarding such matters and are authorized to communicate on behalf of the Church with legal counsel for the church or its insurance carrier (if any) and such communication shall remain confidential and shall be protected pursuant to the attorney-client privilege. Said communications shall not be further communicated by the trustees to any other individual or committee until the conclusion of any threat of litigation or final settlement of such litigation. Communications between a church staff member and any attorney serving in the capacity as a church trustee, church committee member, or church team member will be subject to the attorney-client privilege regarding those items for which a prior request is made. Until an attorney-client relationship has been established, any attorney serving as a Church trustee, Church Committee Member, or church team member shall not incur or be subject to professional liability for any communications made by said attorney.

#### Section 6. Parliamentarian

A parliamentarian shall be selected to assure that all meetings and transactions are carried out in a correct and orderly manner as outlined in Robert's Rules of Order Revised. The parliamentarian's ruling, based on Robert's Rules of Order, shall be final. The Ministry Connexions Team shall present the name (one) for election, to assume office on September 1 following election for a period of one year.

#### Section 7. Church Council

The Church Council shall consist of the Senior Pastor, Pastoral Staff, Chairman of the Deacons, Treasurer, Personnel Team Chairperson, Missions Team representative and others that may be appointed by the Senior Pastor.

It shall be the duty of the Church Council to study, evaluate, and coordinate all the programs, activities and events of the Church to avoid conflicts and facilitate an orderly process.

They shall recommend to the Church, in the February conference, the names of 5 individuals for election as the Ministry Connexions Team.

#### Section 8. Indemnification

The Trustees and Staff Leadership Team, when acting in good faith, in accordance with the Church By-Laws and Constitution and acting pursuant to an approved motion or at the direction of a church elected Ministry Team shall have no personal or individual liability for any claims, verdicts, judgements, losses, expenses, suits, fees, or other costs of defense which they may incur, and the Trustees and Staff Leadership Team will be indemnified by the Church for any claims, verdicts, judgements, losses, expenses, suits, fees, or costs so incurred when acting in their individual or corporate capacity on behalf of the Church or at the direction of the Church or its elected Ministry Teams

## **VIII. MINISTRY TEAMS**

#### Section 1. General

All Ministry Team members and teachers must be members of the Church. All teachers and Ministry Team members must agree to the belief and practice of the Doctrine and Church Covenant in this Constitution.

The elected members of each Ministry Team, except for the Ministry Connexions Team, shall serve for a three-year term and shall assume their office September 1. The teams may elect their own chairman; otherwise, the member(s) with only one-year left to serve shall serve as chairman with the others as members.

#### Section 2. Audit and Finance

The Audit and Finance Ministry Team consists of the treasurer and at least one church member who regularly serves from each of the active church campuses. The team will not exceed eight members in addition to the treasurer, and needed number will be determined based on the number of active church campuses and recommendations from Audit and Finance Ministry Team.

This Ministry Team shall make an annual audit of the financial records of the Church at the end of the year and shall report their findings to the Church in the November meeting.

This Ministry Team shall determine the financial policy and needs of the Church and along with the Director of Operations, will prepare a proposed budget, to start on September 1 for the following year. They will present this budget to the Church at the August business meeting for their consideration and approval.

### Section 3. Baptism

This Ministry Team shall be composed of an equal number of men and women. It shall be their duty to assist the Pastor in preparing the Ordinance of Baptism. The Ministry Team is responsible for preparing the baptism and the candidate for the ordinance.

### Section 4. Benevolence

This Ministry Team shall perform acts of benevolence to persons in need in the name of Christ.

### Section 5. Cemetery

The Cemetery Ministry team shall consist of 3 to 5 members. They may succeed themselves. This team shall have the responsibility to invest, re-invest, disburse, and manage the Cemetery Trust Fund to the best interest of the Fund and to see that the funds are only used for the maintenance and upkeep of the Cemetery.

They shall also maintain plats, records, and other pertinent information of all existing graves, showing names and location of filled sites and reserved sites, as well as sites that are now available. They shall approve and process the requests and sales of all sites according to the policies and procedures approved by the Church. All proceeds from the sale of sites shall be deposited in the Cemetery Trust Fund. They shall also recommend to the Church, for approval, the policies and procedures for the sale of the cemetery sites.

### Section 6. History and Library

The History and Library Ministry Team is to preserve and make available the historical records of the Church as well as other appropriate books and tapes for the edification and enjoyment of members.

### Section 7. Lord's Supper

The Lord's Supper Ministry Team shall prepare the elements and the equipment for the observance of the Lord's Supper.

### Section 8. Ministry Connexions Team

The Church Council shall select and present to the church in the February meeting names for their consideration and election for the Ministry Connexions Team. It shall be the duty of this team to search out those members best qualified and willing to fill the offices of Treasurer, Moderator, Parliamentarian, Church Clerk, Audit and Finance Team, Counting Team, Personnel Team, Preschool Board of Directors and the Trustees. These names will be presented for approval each August by the Ministry Connexions Team, to assume office on September 1, unless otherwise specified.

### Section 9. Personnel

The Personnel Ministry Team is responsible to the church for locating, interviewing, and recommending qualified persons for Ministerial Staff members with the exception of the Senior Pastor. This team is responsible for studying the needs for future personnel; developing and keeping current all position descriptions; developing and maintaining the personnel policy; and recommending to the Audit and Finance Ministry Team, salary adjustments and benefit plans. The team will consist of a representative from Deacons, a representative from the Pastor Accountability Team, the Treasurer, plus three members who are nominated by the Ministry Connexions Team.

### Section 10. Pulpit

The Pulpit Ministry Team shall be comprised of a representative from the Deacons, a representative from the Church Council (other than staff members), and the Church shall elect 3 additional members to serve while seeking out a Senior Pastor suitable for this Church's need, and to be presented as outlined in Article VII, Section I.

This team shall also be responsible for filling the pulpit when the Church is without a Senior Pastor as well as recommending an Interim Pastor if needed.

#### Section 11. Senior Pastor Accountability Team

The Senior Pastor Accountability Team will be composed of men who will help the Senior Pastor by holding him accountable in his personal and ministerial life and to assist the Church in conflict resolution with the Senior Pastor

This team shall be composed of not more than 5 members. They shall be elected at the August business meeting and will serve for one year beginning on September 1st. The Senior Pastor will make nomination for this team but nominations may also be made from the floor. The 5 nominees receiving the most votes by secret ballot will be elected.

If a Church member has a complaint against the Senior Pastor that they are unable to resolve with him according to Matthew 18:15-16, they may bring this complaint to this team, provided they have another witness. If the team is unable to resolve the issue to the satisfaction of the complainants, they must bring it to the Church Conference if the persons making the complaint insist that it be brought before the Church.

No vote shall be taken by the Church to dismiss the Senior Pastor unless this team has had an opportunity to resolve the issue and notifies the Church at the Sunday morning worship service. This notification must take place at least one week prior to the conference.

#### Section 12. Concord Christian Preschool and Board of Directors

Concord Christian Preschool was established by the church to serve the surrounding community with a biblically based educational alternative for Preschool age children. Preschool operations will be conducted by the Preschool Director and the Preschool Board of Directors as specified in the Preschool Covenant Agreement adopted by the church.

The Preschool Board of Directors will consist of three representatives who are nominated by the Ministry Connexions Team and will be elected for service by the church body at the August church conference.

The Preschool Board of Directors is primarily responsible for maintaining oversight of Concord Christian Preschool on behalf of the church as outlined in the Preschool Covenant Agreement.

Other responsibilities include assisting the Preschool Director as needed to do the following: Identify, interview and hire Preschool personnel. Develop and keep current all job descriptions related to operations of the Preschool. Develop and maintain the Preschool personnel policy manual. Address other matters related to Preschool Personnel. Insure compliance to applicable laws and regulations. Prepare the annual budget for presentation to the Audit and Finance Ministry Team and to the church at the August church conference. Attend standing monthly meetings with the Preschool Director and as Preschool operations needs arise. Attend quarterly meetings with the Preschool Director and the Church Operations Director.

## **IX. CHURCH BUSINESS**

#### Section 1. Regular Business Meetings

Regular business meetings shall be held quarterly on the second Wednesday night in the months of February, May, August and November.

#### Section 2. Called Business Meetings

A Called Business Meeting may be called by the Senior Pastor, the Chairman of the Board of Deacons, or the Pastor Accountability Team. A notice of at least 3 days must be given for the meeting by announcing it at all Sunday morning worship services on the Sunday before the meeting. The notice shall state the purpose of the meeting and no other business may be transacted at the meeting.

#### Section 3. Quorum

A quorum shall consist of a minimum of 5% of resident members attending the business meeting, provided it is a regular business meeting or one that has been properly called.

#### Section 4. Parliamentary Rules

Robert's Rules of Order Revised is adopted as the authority for parliamentary rules of procedure for all business meetings of the Church.

#### Section 5. Moderator

It shall be the responsibility of the moderator to moderate all regular and called business meetings. The moderator shall be presented by the Ministry Connexions Team to the Church for election, and assume the duties of this office on September 1, following election, for a period of one year. In the absence of the elected moderator, the clerk shall call the meeting to order. The clerk will then nominate an acting moderator, from the list of Church Officers, for that meeting only. The Church body will then vote on the nomination, with a majority necessary for approval.

### **X. DISCIPLINE**

#### Section 1. Conflict Resolution

The Church members shall follow the steps as outlined in Matthew 18: 15-16 to resolve conflicts. If a member or members of the Church are unable to resolve a conflict after completing the first two steps as stated in Matthew 18, a request should be made to the Pastor or the Chairman of the Deacons to have a meeting of the parties involved with the Pastor and the Deacons to resolve the conflict. If the parties involved in the conflict are unwilling to adhere to the decision of the Pastor and Deacons, the Deacons may at their discretion, make a recommendation to the Church to remove them from Church membership.

#### Section 2. Restoration

Any person whose membership has been terminated for any offense may be restored by majority vote of the Church, upon evidence of his repentance and reformation.

### **XI. AMENDMENTS**

#### Section 1. Changes

Changes to this constitution and bylaws must be presented in writing at any regular business meeting of the Church, with copies of the proposed amendment being furnished to each member present. Voting on the amendment must take place at least 3 months later at the next regular business meeting and the approval of any amendment will require agreement by three-fourths of the members present and voting.

#### Section 2. Adoption

This constitution and bylaws, upon adoption, shall be in lieu of and supersede any previously existing constitution and bylaws or any conflicting minutes of the Church previously adopted.

Adopted at Church Conference on August 11, 2004

**CONSTITUTIONAL AMENDMENTS / REVISIONS / ADDITIONS**

**Beginning May 2017**

<b>Revision</b>	<b>Date Revision Adopted</b>	<b>Change</b>	<b>Reason for Change</b>
Revision #1	May 10, 2017	Section VII, Subsection 5 Trustees	Clarifying responsibilities of Trustees concerning church business, litigation.
	May 10, 2017	Section VII, Subsection 5 Trustees	Actions of Trustees in case of litigation
	May 10, 2017	<b>New:</b> Section XI, Subsection I Indemnification	Trustees and staff leadership team having no personal liability for claims, verdicts, judgements, etc.
Revision #2	August 9, 2017	Section VII, Subsection 2. Audit & Finance	Adding representation on team from each campus.
	August 9, 2017	Section VII, Subsection 7. Church Council	To reflect current structure as it functions currently.
	August 9, 2017	Section VII, Subsection 8. Ministry Connexions Team	Adding Preschool Board of Directors to list of positions required to be nominated by team and elected by church.
	August 9, 2017	Section VII, Subsection 9. Personnel	Each active church campus represented on team.
	August 9, 2017	<b>New:</b> Section VIII, Subsection 12. Concord Christian Preschool and Board of Directors	Establishing church governance for the preschool