

# CONSTITUTION & DOCTRINAL STATEMENT



**North Shore**  
C H U R C H

**NORTH SHORE CHURCH**

511 47th Avenue

Menominee, Michigan 49858

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<b>Rev Date</b>	<b>Elders of Record</b>	<b>Description of Changes</b>
1/15/1970		Not recorded
1/x/1976		Not recorded
7/30/1990		Not recorded
7/24/1994		Not recorded
10/x/1995		Not recorded
7/x/1996		Not recorded
4/26/1998		Not recorded
7/30/2000		Not recorded
10/29/2000		Not recorded
1/2/2001		Not recorded
4/28/2002		Not recorded
7/25/2004		Not recorded
10/31/2004		Not recorded
4/29/2007		Not recorded
5/17/2009		Not recorded
4/27/2014	Travis Albrecht Mark Alguire Bill Verschay Andy Fendryk Joe Wells Brian Fowler	Not recorded
10/13/19	Duncan Ross Bill Verschay Andy Fendryk Joe Wells Brian Fowler	<ul style="list-style-type: none"> <li>- added revision page</li> <li>- reformatted the entire document</li> <li>- wording edits through out</li> <li>- Several section titles have changed</li> <li>- The previous rev Ministry Team Leaders section is now the Deacons and Deaconesses section (Article VIII)</li> <li>- The previous rev Special Ministry Teams section has now become the Appointed Ministry Leaders and Teams section (Article IX)</li> <li>- The previous rev Article XII was deleted and replaced with Article XIII in this rev</li> <li>- The previous rev Article XV was deleted</li> </ul>
1/21/24	Duncan Ross Andy Fendryk Scott Frederiksen Brian Fowler	<ul style="list-style-type: none"> <li>- administrative changes, correction of spelling errors and capitalization errors made throughout</li> <li>- 7.1.11 removed reference to the Financial Secretary; added reference to the FMT</li> <li>- 9.1.2.2 updated timing of annual budget meeting from “annual meeting” to current wording</li> <li>- 9.1.2.3 removed “Finance Secretary”</li> </ul>

		<ul style="list-style-type: none"><li>- 9.2.2.2 added “with compensating control provided by the Finance Ministry Team”</li><li>- 11.2.2 removed the word “fiscal” and replaced it with “calendar”; also removed “and shall include the submission of the annual budget by the Elders and Finance Ministry Team.”</li><li>- 11.2.4 replaced “Quarterly Members meetings shall be held during the respective months of the fiscal year” with the current wording</li><li>- 11.3.1 replaced “officers” with “Elder appointed positions”; replaced “Finance Secretary and Clerk” with “Finance Ministry Team”; replaced “Head Elder” with “Elders”</li><li>- 11.4.2 added “and approval of the annual budget”</li></ul>
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## ARTICLE I

### 1. THE ORGANIZATION

#### 1.1. Name

1.1.1. The name of this Church shall be North Shore Church of Menominee, Michigan. Name of church was changed to North Shore Church, May 17, 2009

#### 1.2. Origination

1.2.1. The name of this Church shall be North Shore Church of Menominee, Michigan. Name of church was changed to North Shore Church, May 17, 2009.

#### 1.3. Incorporation

1.3.1. This organization was incorporated in the State of Michigan on June 26, 1889. Incorporation was registered at the Court House of Menominee County on June 27, 1889, on Page 4 and 5 of Liber B of Corporation.

#### 1.4. Affiliation

1.4.1. This Church shall maintain affiliation with the Converge Great Lakes (Great Lakes Baptist Conference) and Converge Worldwide (Baptist General Conference).

## ARTICLE II

### 2. PURPOSE

- 2.1. The purpose of this Church shall be to help fulfill the Great Commission of making disciples, baptizing them, and teaching them to obey everything Jesus commanded (Matthew 28:18-20). This will be accomplished through:
- 2.1.1. Worshipping God according to the teachings of His Word;
  - 2.1.2. Teaching and practicing the precepts and examples of our Lord Jesus Christ as set forth in the New Testament, thereby fostering the spiritual growth of its members;
  - 2.1.3. Administering the ordinances of the New Testament;
  - 2.1.4. Preaching and propagating among all peoples the gospel of salvation which is by only personal faith in Jesus Christ as Savior and Lord;
  - 2.1.5. Being an instrument of change for our community;
  - 2.1.6. Promoting Christian family life.

## ARTICLE III

### 3. **DOCTRINAL STATEMENT/DECLARATION OF FAITH**

#### 3.1. **The Word of God**

3.1.1. We believe that the Bible is the Word of God, fully inspired and without error in the original manuscripts, written under the inspiration of the Holy Spirit, and that it has supreme authority in all matters of faith and conduct.

#### 3.2. **The Trinity**

3.2.1. We believe that there is one living and true God, eternally existing in three persons; that these are equal in every divine perfection, and that they execute distinct but harmonious offices in the work of creation, providence and redemption.

#### 3.3. **The Holy Spirit**

3.3.1. We believe in the Holy Spirit who came forth from the Father and Son to convict the world of sin, righteousness, and judgment, and to regenerate, sanctify, and empower all who believe in Jesus Christ. We believe that the Holy Spirit indwells every believer in Christ, and that He is an abiding helper, teacher and guide.

#### 3.4. **Regeneration**

3.4.1. We believe that all men are sinners by nature and by choice and are, therefore, under condemnation. We believe that those who repent of their sins and trust in Jesus Christ as Savior are regenerated by the Holy Spirit.

#### 3.5. **The Church**

3.5.1. We believe in the universal church; a living spiritual body of which Christ is head and all regenerated persons are members. We believe in the local church, consisting of a company of believers in Jesus Christ, baptized on a credible profession of faith, and associated for worship, work and fellowship. We believe that God has laid upon the members of the local church the primary task of giving the gospel of Jesus Christ to a lost world.

#### 3.6. **Christian Conduct**

3.6.1. We believe that Christians should live for the glory of God and the wellbeing of their brothers and sisters; that their conduct should be blameless before the world; that they should be faithful stewards of their possessions; and that they should seek to realize for themselves the full stature of maturity in Christ.

#### 3.7. **Christian Marriage**

3.7.1. We believe that Christian marriage is a sacred institution ordained of God for the happiness of mankind and the propagation of the race. It is the spiritual and physical union of one man and one woman; this is the only legitimate sexual relationship and, according to the scriptural ideal, is to be broken only by death. Accordingly, this Church, its pastors, staff and members, will not recognize any other union as a legitimate marriage; our Church and staff shall not perform or

participate in any same sex marriage or unions or ceremonies of any kind; and Church facilities shall not be used for such purposes.

### **3.8. The Ordinances**

3.8.1. 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 a believer in water into the name of the triune God. 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.

### **3.9. Religious Liberty**

3.9.1. We believe that every human being has direct relations with God, and is responsible to God alone in all matters of faith; that each church is independent and must be free from interference by an ecclesiastical or political authority; that therefore, Church and State must be kept separate as having different functions, each fulfilling its duties free from dictation or patronage of the other.

### **3.10. Church Cooperation**

3.10.1. We believe that local churches can best promote the cause of Jesus Christ by cooperation with one another in a denominational organization. Such an organization, whether a regional or district conference, exists and functions by the will of the churches. Cooperation in a conference is voluntary and may be terminated at any time. Churches may likewise cooperate with interdenominational fellowships on a voluntary basis.

### **3.11. The Last Things**

3.11.1. We believe in the personal and visible return of the Lord Jesus Christ to earth and the establishment of His kingdom. We believe in the resurrection of the body, the final judgment, the eternal felicity of the righteous, and the endless suffering of the wicked.

## ARTICLE IV

### **4. 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, angels and this assembly, most solemnly and joyfully enter into covenant with one another as one body in Christ.

We covenant, therefore, by the aid of the Holy Spirit, to walk together in Christian love, to strive for the advancement 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 expenses of the Church, the relief of the poor, and the spread of the gospel through all nations.

We also covenant to maintain family and personal devotion; to educate our children in the Christian faith; to seek the salvation of our kindred and acquaintances; to walk circumspectly in the world; to be just in all our dealings, faithful to our engagements and exemplary in our deportment; and to be zealous in our efforts to advance the kingdom of our Savior.

We further covenant 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 courtesy in speech; to be slow to take offense, but always ready for reconciliation, refuse to gossip and slander, and mindful of the rules of our Savior to secure it without delay.

We moreover agree that when we move from this place we will, if possible, unite with another church where we can carry out the articles of this confession and the spirit of this covenant.

## ARTICLE V

### **5. MEMBERSHIP**

#### **5.1. Basis of Membership**

5.1.1. Admission to church membership shall be by profession of faith in the Lord Jesus Christ, giving evidence of regeneration, and adopting the views of faith and practice held by this Church, may after having been baptized by immersion, be received into its membership.

#### **5.2. Admission of Members**

5.2.1. All applicants shall fulfill the following conditions:

5.2.1.1. profess his/her personal belief and faith in Jesus Christ;



- 5.2.1.2. be baptized by water immersion;
- 5.2.1.3. affirm the Doctrinal Statement/Declaration of Faith & Covenant Statement of this Church;
- 5.2.1.4. successfully completed a membership class;
- 5.2.1.5. complete an interview with at least two of the Elders;
- 5.2.1.6. and receive approval by at least three-fourths of the members present at a members meeting.

### **5.3. Responsibilities and Privileges of Membership**

5.3.1. In accord with the responsibilities enumerated in the Church Covenant, each member shall be privileged and expected to participate in and contribute to the ministry and life of the church, consistent with God's leading and with the gifts, time, and material resources each has received from God. The primary responsibility for service in this church belongs to those who are members of this congregation. Non-members may serve on an ad-hoc basis with the approval of the Elders. Under Christ this congregation is ruled by its members and led by its Elders. Therefore, it is the privilege and responsibility of members to attend all members' meetings and vote on the election of officers, on decisions regarding membership status, and on such other matters as may be submitted for a vote.

#### **5.3.2. Voting Privileges**

5.3.2.1. Only members of age eighteen years and over may vote. (In matters pertaining to the purchase and sale of real estate property, only members of age twenty-one years and over may vote.)

#### **5.3.3. Right to Hold Leadership, Appointed Positions, and Office**

5.3.3.1. Any members shall have the right to be given leadership or appointed positions, either elected by the membership or appointed by the Elders. Members may also serve as church delegates to Converge Great Lakes or Converge Worldwide

### **5.4. Severance of Membership**

5.4.1. The church shall recognize the termination of a person's membership after he or she has voluntarily resigned or joined with another church. This is done by a letter of request to be given to the Lead Pastor and the Elders. In this case, an exit interview with the departing member is strongly suggested for the health of the church and those leaving us.

5.4.2. Membership may also be terminated as an act of church discipline at the recommendation of the Elders and upon the vote of at least three-fourths of the members present at any regular or special meeting of the members. Their name of the departing member will then be removed from North Shore Church membership.

5.4.3. The church shall have authority to refuse a member's voluntary resignation or transfer of membership to another church, either for the purpose of proceeding

with a process of church discipline, or for any other reason the Elders deem to be in agreement with Scripture.

#### 5.4.4. **Discipline/Dismissal**

5.4.4.1. The threefold purpose of church discipline is to glorify God by maintaining purity in the local church (1 Corinthians 5:5), to edify believers by deterring sin (1 Timothy 5:20), and to promote the spiritual welfare of the offending believer by calling him/her to return to a biblical standard of doctrine and conduct (Galatians 6:1).

5.4.4.2. Any member consistently neglectful of his/her responsibilities or guilty of conduct by which the name of our Lord Jesus Christ may be dishonored, and so opposing the welfare of the church, shall be subject to the admonition of the Elders and the discipline of the church, according to the instructions of our Lord in Matthew 18: 15–17 and the example of scripture. Church discipline, then, should ordinarily be contemplated after individual private admonition has failed.

5.4.4.3. Church discipline can include admonition by the Elders or congregation, suspension from communion for a definite period, deposition from office, and excommunication (see Matthew 18: 15–17; 2 Thessalonians 3: 14–15; 1 Timothy 5: 19–20; 1 Corinthians 5: 4–5).

#### 5.4.4.4. **The Purpose of Discipline Should be:**

5.4.4.4.1. For the repentance, reconciliation, and spiritual growth of the individual disciplined (see Proverbs 15: 5; 29: 15; I Corinthians 4: 14; Ephesians 6: 4; I Timothy 3: 4–5; Hebrews 12: 1–11; Psalm 119: 115; 141: 5; Proverbs 17: 10; 25: 12; 27: 5; Ecclesiastes 7: 5; Matthew 7: 26–27; 18: 15–17; Luke 17: 3; Acts 2: 40; I Corinthians 5: 5; Galatians 6: 1–5; II Thessalonians 3: 6, 14–15; I Timothy 1: 20; Titus 1: 13–14; James 1: 22);

5.4.4.4.2. For the instruction in righteousness and good of other Christians, as an example to them (see Proverbs 13: 20; Romans 15: 14; I Corinthians 5: 11; 15: 33; Colossians 3: 16; I Thessalonians 5: 14 [note this is written to the whole church, not just to leaders]; I Timothy 5: 20; Titus 1: 11; Hebrews 10: 24–25);

5.4.4.4.3. For the purity of the church as a whole (see I Corinthians 5: 6–7; II Corinthians 13: 10; Ephesians 5: 27; II John 10; Jude 24; Revelation 21: 2);

5.4.4.4.4. For the good of our corporate witness to non-Christians (see Proverbs 28: 7; Matthew 5: 13–16; John 13: 35; Acts

5: 1–14; Ephesians 5: 11; I Timothy 3: 7; II Peter 2: 2; I John 3: 10); and Supremely for the glory of God by reflecting His holy character (see Deuteronomy 5: 11; I Kings 11: 2; II Chronicles 19: 2; Ezra 6: 21; Nehemiah 9: 2; Isaiah 52: 11; Ezekiel 36: 20; Matthew 5: 16; John 15: 8; 18: 17, 25; Romans 2: 24; 15: 5–6; II Corinthians 6: 14–7: 1; Ephesians 1: 4; 5: 27; I Peter 2: 12).

## **ARTICLE VI**

### **6. LEAD PASTOR**

#### **6.1. Role of the Lead Pastor**

- 6.1.1. The Lead Pastor shall be an elder.
- 6.1.2. He shall perform the duties of an elder described in Article 7, Section One and shall be recognized by the church as particularly gifted and called to the full-time (vocational) ministry of preaching and teaching.
- 6.1.3. He shall ordinarily preach on the Lord's Day, administer the ordinances of baptism and communion, and perform such other duties as usually pertain to that office, or as set forth in the constitution. In the absence or incapacity of the Lead Pastor, the Elders shall assume responsibility for his duties, any of which can be delegated to those they deem fit.
- 6.1.4. Along with the Elders, he is responsible for spiritual equipping and oversight of the entire congregation.
- 6.1.5. He is to meet the qualifications of an Elder, found in 1 Timothy 3 and Titus 1.
- 6.1.6. He, as an Elder, is responsible to lead, advise, and guide the Elders and the church according to the Word of God and the leading of the Holy Spirit.

#### **6.2. Calling of the Lead Pastor**

##### **6.2.1. Election of the Pastoral Search Team**

- 6.2.1.1. A Pastoral Search Team shall be comprised of no less than 5 members (two from the Elders and the rest selected at large by the Elders). The membership of the church must approve the selection of the Search Team at a Member's meeting.

##### **6.2.2. Method of Procedure**

- 6.2.2.1. Names of possible candidates shall be solicited from any number of possible sources as approved by the Elders.

##### **6.2.3. Candidate Qualifications:**

- 6.2.3.1. The candidate shall meet the qualification of 1 Timothy 3 and Titus 1.
- 6.2.3.2. Be an ordained or licensed minister, agreeing with this constitution, and in harmony with Converge Great Lakes (GLBC) and Converge Worldwide (BGC).

6.2.3.3. It is preferred that he have a minimum of four years of college and three years of seminary. The candidate shall be interviewed by the Pastoral Search Team and the Elders.

**6.2.4. Recommendation:**

6.2.4.1. When the Pastoral Search Team and Elders chooses to recommend a candidate to the Church, notice shall be given to the membership in writing at least one week prior to the Member's meeting. The Search Team and Elders will develop a suitable process of exposure and evaluation by the congregation. The report on the candidate should include all information pertinent in determining candidate's qualifications and fitness.

**6.2.5. Calling of the Pastor:**

6.2.5.1. Approval of candidate shall require a three-fourths affirmative vote of the eligible voting membership present at a Members' meeting called for that purpose. Voting shall be done in all cases by ballot. A congregational vote does not constitute a call from God but gives indication of a desire and willingness to follow the leadership of this man and affirms his role as an Elder.

**6.2.6. Term of Call:**

6.2.6.1. The term of call shall be determined by the Elders and shall be approved by at least two-thirds majority vote of the eligible voting membership present at a Member's meeting.

**6.3. Resignation**

6.3.1. Vacancies may occur by either resignation or by discipline of the Pastor

6.3.2. The Pastor's resignation shall be submitted to the Elders, with a motion brought forth to the membership for approval. If the resignation is rejected by the membership, the Church shall recommend the Pastor to reconsider his resignation and a Conflict Resolution Team of Converge Great Lakes be consulted for reconciliation.

**6.4. Discipline**

6.4.1. Any two members with reason to believe that a pastor should be dismissed should express such concern to the Elders and, if need be, to the congregation. Any such action shall be done in accordance with the instructions of our Lord in Matthew 18:15-17 and 1 Timothy 5:17-21. A pastor may be dismissed by a three-fourths vote of the members at any regular Members meeting of the church.

**6.5. Notification**

6.5.1. The pastoral relationship may be dissolved not less than thirty or more than ninety days' notice by either pastor or Church, except by mutual agreement of both parties.

## ARTICLE VII

### 7. **ELDERS**

#### 7.1. **Role of Elders**

- 7.1.1. There shall be more than one elder, however, only as many as are qualified, willing to serve and called who satisfy the qualifications for the office of elder set forth in 1 Timothy 3:1-7 and Titus 1:6-9. No elder shall hold the office of deacon during his tenure. North Shore Church recognizes that God's order for the church is to have male leadership in this office. (1 Corinthians 11; 1 Timothy 2-3).
- 7.1.2. The Elders are charged with the biblical responsibility of being devoted to prayer and the teaching of the Word, and the spiritual welfare and oversight of the church. The Elders are therefore to ensure that all who minister the Word to the congregation, including outside speakers, share our fundamental convictions.
- 7.1.3. The Elders shall bear the ultimate responsibility for all policies, ministry plans, staff, finances and budgeting, acting as the fiduciary agents of the church.
- 7.1.4. The Elders may appoint individuals or special ministry teams for such periods as they designate to complete assigned tasks and shall provide oversight of these teams.
- 7.1.5. The Elders shall recommend for the approval of the Church salaried employees such as the Lead Pastor, Associate Pastor, secretarial or clerical employees as well as the terms of their employment.
- 7.1.6. The Elders shall assist the Pastor in teaching and equipping the church body.
- 7.1.7. The Elders shall call appropriate councils for the purposes of ordaining candidates for the ministry, and upon vote of the Church, to extend such rights to those it finds properly qualified.
- 7.1.8. The Elders shall examine applicants for baptism and church membership, and make recommendations to the Church relative to their admission to membership.
- 7.1.9. The Elders shall consider any matters affecting the fiscal status and the protection thereof and shall designate the appropriate depositories for monies, securities, and/or other legal documents of the church.
- 7.1.10. The Elders or their designees shall represent the Church on all legal matters.
- 7.1.11. The Elders shall supervise the work of the Treasurer and the Finance Ministry Team, to receive and review appropriate financial reports, and to provide to the membership regular reports of the fiscal status of the church.
- 7.1.12. The Elders shall oversee the work of the Deacons and Deaconesses and their ministries.

- 7.1.13. The Elders may propose funding for new paid staff positions.
- 7.1.14. The Elders shall oversee any money to be solicited on behalf of the church and no money may be solicited without the approval of the Elders.

**7.2. Chairman of the Elders**

- 7.2.1. Annually selected from among the Elders by approval of the Elders.
- 7.2.2. Shall be the chief administrative officer for the Church.
- 7.2.3. Shall give notice of all member's meetings of the Church.

**7.3. Selection of Elders**

- 7.3.1. New Elders shall be added as the need arises but only those deemed biblically qualified by the Lead Pastor and the Elders.
- 7.3.2. Candidates must have a desire to be an elder that they interpret as a call from God to this office (1 Timothy 3:1);
- 7.3.3. Candidates must have background checks, complete a thorough application for the office, and be approved by the current Elders. They are then to be presented to the church at a regular Sunday morning service as provisional Elders;
- 7.3.4. Elder candidates must complete a provisional Eldership training period of at least one year. The requirements for the provisional Eldership training period must be completed under the supervision of the Elders.
- 7.3.5. Although provisional Elders are expected to contribute to the discussion, wisdom, and work of evaluating church issues, they are not eligible to vote in the final decision-making of the Elders.
- 7.3.6. Candidates must first serve on a Ministry Team for at least six months prior to their time as a provisional Elder.
- 7.3.7. After completion of the provisional Eldership training period, candidates are again interviewed by the Elders and if unanimously approved, they are presented to the church at the next quarterly or Annual Member's Meeting for an approval by three-fourths vote by the members of the church in attendance at the meeting;
- 7.3.8. The church will install the approved Elders within two months of such a vote.

**7.4. Term of Elders**

- 7.4.1. There are no term limits for Elders.
- 7.4.2. Each elder shall give a one-year recommitment at the church annual business meeting in the form of an oral testimonial at the meeting.
- 7.4.3. Elders must be annually reaffirmed by ballot by the membership present and three fourths vote of affirmation.
- 7.4.4. It is recommended that any members voting against reaffirmation, provide in writing their reason for vote against.
- 7.4.5. If an elder steps down from his office, he may be a candidate again for Eldership again pending elder approval.
- 7.4.6. Elders (including the Lead Pastor) disqualified from serving because of sin must be dealt with according to the teaching of 1 Timothy 3 and 5 and Titus 1. No accusation against any Elder will be received by the

Elders unless substantiated by two or three witnesses. If found guilty of the offense, he may only be considered for candidate status again after completing a counseling program appropriate to his spiritual and personal needs (and then only at the discretion of the current Elders).

## **ARTICLE VIII**

### **8. DEACONS AND DEACONESSES**

#### **8.1. Description and Role of Deacons and Deaconesses**

- 8.1.1. The office of deacon is described in 1 Timothy 3:8-13 and Acts 6:1-7. The church shall recognize men and women who are giving of themselves in service to the church. These members of the church shall be set apart as deacons and deaconesses.
- 8.1.2. There shall be as many deacons and deaconesses as there are biblically qualified male and female members who are willing to serve.
- 8.1.3. Deacons and Deaconesses shall be appointed by the Elders as they believe is best for the church and approved by the membership.
- 8.1.4. They shall be elected to one term lasting a maximum of three years and are eligible for re-election only after a one-year sabbatical.
- 8.1.5. As those meeting the biblical qualifications for deacons and deaconesses, those holding this office, through their godly and spiritually mature judgment and deportment, are charged to manifest the influence of our Lord within the church as they give off the aroma of Jesus in every ministry area in which they serve. Although not possessing authority as the Elders do, deacons and deaconesses, by their godly service to Christ within the body, shall provide leadership through their godly example within the church.
- 8.1.6. The Deacons and deaconesses shall oversee the Benevolent Ministry of North Shore Church.
- 8.1.7. An installation service shall be held soon after appointment.
- 8.1.8. Though not a deliberative body making decisions, the deacons and deaconesses shall meet as a group together at least once a year to encourage one another and receive training for ministry from the Lead Pastor or Elders.

## **ARTICLE IX**

### **9. APPOINTED MINISTRY LEADERS AND TEAMS**

#### **9.1. Financial Ministry Team**

- 9.1.1. Shall be appointed by the Elders and approved by the church membership annually. These must be members of North Shore Church and will serve for such a term as the Elders decide.

**9.1.2. Responsibilities:**

- 9.1.2.1. Provide to the Elders for their approval financial policies and procedures that will enable North Shore Church to steward God's resources here with integrity and excellence.
- 9.1.2.2. Working with the Elders, ministry team leaders, and other individuals, compile an Annual Church Budget that reflects the goals and vision of North Shore Church. This will be presented to the Elders for approval before being submitted to the congregation for their vote at a special Members Meeting to be held in the calendar quarter immediately preceding the relevant budget year.
- 9.1.2.3. Working with the Elders and Treasurer, provide insight and oversight into the receiving, depositing, accounting and management of all monies received by the church.
- 9.1.2.4. Provide such regular and/or special reports of the status of accounts and/or financial transactions to the Elders and to the Church as they may require.

**9.2. Treasurer**

- 9.2.1. Shall be appointed by the Elders and approved by membership annually.
- 9.2.2. Responsibilities:
  - 9.2.2.1. Maintain accurate records of the assets and liabilities of the Church;
  - 9.2.2.2. Reconcile bank accounts with compensating control provided by the Finance Ministry Team
  - 9.2.2.3. Receive and pay invoices, and make such other disbursements as are approved by the Elders;
  - 9.2.2.4. Provide assistance to the Elders and Finance Ministry Team as required in the development of the church budget.

**ARTICLE X**

**10. STAFF MEMBERS**

**10.1. Selection of Staff Members**

- 10.1.1. In accordance with New Testament principles of leadership, paid ministry staff is not to be selected solely on the basis of performance or professional credentials. Ministry staff members serve as role models for other believers. Therefore, spiritual qualifications and lifestyle are of the utmost importance.



## **10.2. Qualifications**

- 10.2.1. Staff members should have a love for the Lord and His leading into service as evidenced by fulfilling all the requirements for church membership before assuming staff duties.
- 10.2.2. Gifts, abilities and credentials that qualify this individual for the ministry responsibilities, as well as, a personal style that will strengthen and compliment the ministry staff.

## **10.3. Oversight**

- 10.3.1. The Elders shall be responsible for the oversight of ministry staff, including staff selection and dismissal, when necessary.
- 10.3.2. Staff members are directly accountable to the Lead Pastor.
- 10.3.3. The roles, job descriptions, and salaries for staff members require approval of the Elders.

# **ARTICLE XI**

## **11. MEETINGS AND ELECTIONS**

### **11.1. Worship Services**

- 11.1.1. The Church shall meet weekly for Christian instruction, worship and the preaching of the Gospel.
- 11.1.2. The Lord's Supper is open to all believers in Christ provided they are not under church discipline and shall be observed monthly except as authorized by the Elders.
- 11.1.3. The ordinance of baptism shall be observed as necessary.

### **11.2. Member's Meetings**

- 11.2.1. In every meeting together, members shall act in that spirit of mutual trust, openness, and loving consideration which is appropriate within the body of Christ.
- 11.2.2. The Annual Members Business Meeting shall be held during the first month following the close of the calendar year.
- 11.2.3. All normal meetings shall have at least two Sundays notice and the agenda shall be announced at least two Sundays before the scheduled meeting.
- 11.2.4. Quarterly Members meeting shall be as soon as practicable in the first month following the preceding quarter.
- 11.2.5. Special Members meetings to accept any matters of business may be held at any time by order of the Elders or by written request of fifteen percent of the eligible voting membership.
- 11.2.6. All members attending Member's Business Meetings shall sign in at the beginning of the meeting. This sign-in sheet shall become a permanent record of the meeting. All votes require three-fourths vote approval, of those present, unless otherwise noted.

### **11.3. Elections**

- 11.3.1. The election of Elder appointed positions shall be held at the Annual Members Business Meeting or whenever a need for additional office holders is deemed necessary by the Elders. Names of nominees to serve as Elders, Deacons/Deaconesses, Treasurer, and Finance Ministry Team shall be presented by the Elders. The elections shall proceed as directed by the Elders.
- 11.3.2. The Elders should seek recommendations and involvement from the general membership in the nomination process. Nominations shall be made by any member of the congregation who decides to do so, and such nomination shall be submitted to the Elders in writing prior to the Annual Members Business Meeting. Any member with reason to believe that a nominated candidate is unqualified for an office should express such concern to the Elders. Members intending to speak in opposition to a candidate should express their objections to the Elders as far in advance as possible before the relevant church Member's Meeting.
- 11.3.3. The persons elected shall assume their respective offices upon election, unless another date has been specifically designated.

### **11.4. Quorum**

- 11.4.1. The percentage of the church membership at a Member's Meeting necessary to provide a quorum to enact church business shall be fifteen percent of the total membership.
- 11.4.2. Exceptions shall include calling a pastor, legal matters concerning property, constitutional changes, election of officers, church discipline, and the approval of the annual budget. For these exceptions, twenty-five percent of the eligible voting membership must be present to constitute a quorum.

### **11.5. Rules of Order**

- 11.5.1. The rules contained in Robert's Rules of Order shall govern the business proceedings of this Church unless they conflict with the adopted constitution of this Church.
- 11.5.2. The Elders shall be the official interpreters of the constitution.

## **ARTICLE XII**

### **12. SOCIETIES AND AUXILIARY ORGANIZATIONS**

#### **12.1. Approval**

- 12.1.1. If a new organization shall be formed or considered a part of the church, the sponsors must submit their plans to the Lead Pastor and the Elders and be granted sanction and approval of same. The various

organizations are requested to confer with the Lead Pastor on a regular basis to provide updates on their plans and activities.

**12.2. Officers**

12.2.1. The leaders of any organization sponsored by North Shore Church must be a member of North Shore Church.

**12.3. Accumulation of Funds**

12.3.1. All funds donated for missions and special needs by any organization of the church shall pass through or be reported to the Treasurer of North Shore Church.

**12.4. Dissolution**

12.4.1. If for any reason an organization of the church ceases to function, all monies and properties of such organization shall become the property of the church.

## **ARTICLE XIII**

### **13. INDEMNIFICATION**

**13.1. Mandatory Indemnification**

13.1.1. If a legal claim or criminal allegation is made against a person because he or she is or was an officer, employee, or agent of the church, the church shall provide indemnification against liability and costs incurred in defending against the claim if the Elders determine that the person acted in good faith and with the care an ordinarily prudent person in a similar position would exercise under similar circumstances, and in a manner the person reasonably believed to be in the best interest of the church, and the person had no reasonable cause to believe his or her conduct was unlawful.

**13.2. Permissive Indemnification**

13.2.1. At the discretion of the Elders, the church also may indemnify any person who acted in good faith and reasonably believed that his or her conduct was in the church's best interest and not unlawful.

**13.3. Procedure**

13.3.1. If a quorum of the Elders (**20% of Eldership**) is not available for an indemnification determination because of the number of Elders seeking indemnification, the requisite determination may be made by the membership or by special legal counsel appointed by the membership.

## ARTICLE XIV

### 14. **DISPOSITION OF CHURCH PROPERTY**

#### 14.1. **Division**

14.1.1. In the event of organic division of the Church membership, the Church property shall belong to those members who abide by the constitution. In the event of question as to which group is abiding by the constitution, the matter shall be presented to the Board of Trustees of the Converge Great Lakes for a decision.

#### 14.2. **Dissolution**

14.2.1. Should a condition arise at any time in the future when, for any reasons, the church work cannot continue, the church property shall be transferred to Board of Trustees, Converge Great Lakes, with the desire for the proceeds be used for church planting.

#### 14.3. **Consolidation**

14.3.1. Should a condition arise where a consolidation with another church of the same denomination be advisable, the Elders shall be authorized by the Church to negotiate the terms of such consolidation insofar as the property is concerned.

## ARTICLE XV

### 15. **AMENDMENTS**

15.1. Amendments to this constitution may be introduced through formal motion at any regular Member's meeting but shall not be acted upon until the following Member's meeting.

15.2. The adoption of an amendment shall require a two-thirds majority of eligible voting members present provided it constitutes a quorum as defined in paragraph 11.4.