

**QUARRY COMMUNITY CHURCH**

**CONSTITUTION**

Adopted  
August 2002

Amended  
April 2008

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## ARTICLE I: Name and Incorporation

### NAME

The name of this organization shall be Quarry Community Church.

### INCORPORATION

Quarry Community Church was incorporated under and pursuant to the provisions of Chapter 317a of Minnesota Statutes on the 1<sup>st</sup> day of April 2001.

## ARTICLE II: Mission, Vision and Values

The purpose of Quarry Community Church is to glorify God by reaching people with the gospel and encouraging them to develop an intimate and contagious relationship with Jesus.

The vision for Quarry Community Church is to be a community of people committed to growing together in an authentic relationship with Jesus Christ while leading others to Him.

The values of Quarry Community Church are:

Authority of Scripture:	The Bible is the revelation of God's plan for all people and our final authority in all matters of ministry and life. (2 Timothy 3:16-17)
Evangelism:	Lost people matter to God and therefore ought to matter to every believer. (Luke 15)
Excellence:	Everything we do should be signed with our best possible effort. Excellence honors God and inspires people. (Malachi 1:6-14)
Prayer:	Our ministry exists on the power of God. (I Chronicles 16:11, I Thessalonians 5:17)
Reconciliation:	Reconciliation was the main ministry of Jesus Christ's mortal existence. Being fully devoted followers of Christ requires that we are intentional about reconciling people to God and people to people, regardless of racial, social or economic barriers. (John 3:16, II Corinthians 5:18)
Relationships:	Loving relationships should permeate every aspect of our ministry as we serve together in the context of a Biblically functioning community. (Acts 2:42-47)
Spiritual Gifts and Talents:	The identification, development and use of spiritual gifts and talents are critical to the life of our ministry. (Ephesians 4:11-13)

## ARTICLE III: Statement of Faith

We believe that the Bible is the verbally and totally inspired Word of God. The Bible is our supreme and final authority in faith and life. (II Timothy 3:16; II 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; 4:24; Acts 5:3, 4; Romans 1:20; Ephesians 4:5, 6; II Corinthians 13:14)

We believe that Jesus Christ was begotten by the Holy Spirit, and born of the Virgin Mary, and is true God and true man. (Matthew 1:18-25; Luke 1:26-38; Romans 9:5; Titus 2:13)

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 become guilty sinners in thought, word, and deed. (Genesis 1:26, 27; 3:1-24; Romans 3:25; 5:12-18; I John 1:8)

We believe that the Lord Jesus died for our sins according to the Scriptures as a substitutionary sacrifice, that He rose victorious from the grave on the third day, and that all who believe in Him are justified on the ground of His shed blood. (Isaiah 53; Matthew 20:18; John 3:16; Romans 3:24-26; 5:1; I Corinthians 15:3, II Corinthians 5:21; Ephesians 1:7; I John 2:2; Matthew 28:6; Romans 10:9 and I Corinthians 15:14)

We believe in the personal and visible return of our Lord Jesus Christ. (Acts 1:11; I Thessalonians 4:16, 17)

We believe that all who come by grace through faith to accept the Lord Jesus Christ are born again of the Holy Spirit and thereby become children of God, having direct relations with God through Jesus Christ. (John 3:3, 5; 1:12, 13; James 1:18; I Peter 1:23; Ephesians 2:8, 9)

We believe in the bodily resurrection of the just and the unjust, the everlasting joy of the saved and eternal separation from God for those who are unsaved. (John 5:28-29; I Corinthians 15; II Corinthians 5:10; Matthew 25:31-46; Revelation 20:4-6; 11-15)

We believe that all Christians are indwelt and baptized by the Holy Spirit when they receive Jesus Christ as Savior and Lord. We believe that water baptism by immersion is a biblical testimony of the professed believer in the name of the Father, Son, and Holy Spirit. (Acts 2:28-41, 47; Matthew 28:18-20; Acts 8:36-40; 10:47; 18:8; Romans 6:3, 4; I Corinthians 12:13)

We believe that those who partake of the Lord's Supper should be regenerate believers, walking in fellowship with the Lord Jesus Christ. (Acts 2:42-46; I Corinthians 11:23-29)

We believe in the universal church, composed of all regenerated believers of any race or nation and that each church is independent, being free from undue interference from any outside authority. We believe in the local church, consisting of a group of believers in Jesus Christ, baptized on a profession of faith, and associated for worship, work and fellowship. (Matthew 28:17-20; Acts 2:41-42; I Corinthians 12:12-31)

## **ARTICLE IV: Affiliation**

We believe that local churches can best promote the cause of Jesus Christ by cooperation with one another in a denominational organization. This church shall maintain affiliation with the Minnesota Baptist Conference and the Baptist General Conference.

## **ARTICLE V: Membership**

### **ADMISSION TO MEMBERSHIP**

Upon recommendation of the Elders, new members shall be welcomed into this church at any regular service after:

- Confessing faith in Jesus Christ as personal Savior and Lord of life;
- Being baptized following conversion;
- Agreeing to follow, to the best of their ability, the mission, vision and values of Quarry Community Church as stated in Article II;
- Having completed orientation classes as designated by the Elder Board;
- Receiving the recommendation of the Elder Board or Elder Board designee after a personal interview; and
- Giving public profession of a personal faith in Jesus Christ.

The church shall ratify the previous action of the Elders by accepting the new members at the next quarterly meeting.

Pastoral staff members who qualify for membership shall automatically be accepted into membership.

### **RESPONSIBILITIES AND DUTIES**

With the privilege of membership come certain duties and responsibilities. As enabled by God to do so, members should:

- Worship God together on a weekly basis;
- Get to know God through personal time in prayer and Bible study;
- Give sacrificially to our shared mission with tithing as a norm;
- Use their gifts in service;
- Participate in small groups for fellowship, discipleship, and outreach.

### **REMOVAL FROM MEMBERSHIP**

Members may be removed from the membership for the following reasons:

- **Resignation** - Resignations shall be in writing to the Elder Board and referred to the church for disposition at the next quarterly business meeting.
- **Church Change** - Admission to membership in another church.

- **Disciplinary Reasons** - Members will be removed for disciplinary reasons upon recommendation from the Elder Board and a two-thirds vote by open ballot of the members present at a regular or special business meeting of the congregation.
- **Absence** - Any member of the church, showing no interest in the activities of the church for one year and giving no response to contacts from the Elder Board shall cease to be carried on the rolls of the church, upon recommendation by the Elder Board to the church.

## **DISCIPLINE OF MEMBERS**

**Authority** - Christians are admonished not to continue in sin (Romans 6:1). Sin in the believer's life is to be confessed and forsaken in accordance with I John 1:9 and Proverbs 28:13. In the event of persistent unrepentant sin or offenses against the church, action shall be initiated to correct the sinning member(s). Offenses requiring discipline that may eventually result in exclusion from membership, church office, or staff position include but are not limited to:

- Sins of human character that obscure the holiness of God such as moral impurity, perversion, covetousness, and idolatry (I Corinthians 5:11);
- Sins of divisiveness that bring confusion and schism to the work of the church (Romans 17:17);
- Sins that violate the truth of God by promoting false doctrine (II Peter 2:1-3).

This shall be done with a concern for redemption and reconciliation rather than punishment and ostracism.

**Method** - Matthew 18:15-20 instructs the church in the method of discipline, and Galatians 6:1-2 indicates that all church discipline should be conducted privately with love. Disciplinary action against a member who persists in sin, or an offense, will be initiated upon receipt by the Elder Board of a written complaint by at least two witnesses. The Elder Board shall carefully investigate the complaint, inquiring of both the accuser and the accused while attempting to effect proper understanding and restoration. If all reasonable efforts by the Elder Board fail to resolve the issue, necessary disciplinary action will be initiated which may result in exclusion from membership.

If the dismissed member repents, application will again be considered for membership. The dismissed member will also be encouraged to make restitution, if possible.

## **ARTICLE VI: Church Staff**

### **SENIOR PASTOR**

The Senior Pastor is responsible to provide leadership and oversee the direction, thrust, and ministry of the entire church, including its priorities and spiritual vitality. He shall be the spiritual leader of the church, and shall preach and teach the Word, lead public church services, administer ordinances, and lead its members in a practical Christian life.

He shall be a non-voting member of the Elder Board and an ex-officio member of all church organizations, and shall strive to establish and accomplish objectives in conjunction with the various organizations.

He shall direct the church staff; provide counsel, encouragement and Christian discipline, so as to assist in the accomplishment of objectives for each staff member. All staff are responsible to the senior pastor either directly or through another staff member he shall delegate.

**Qualifications:**

The qualifications of the Senior Pastor shall be as set forth in I Timothy 3:1-7. He shall be sympathetic and cooperative with the Baptist General Conference and the Minnesota Baptist Conference and in agreement with the Statement of Faith and Covenant of this church, and will also meet the qualifications specified for "pastoral staff".

**Establishment of Senior Pastor Relationship:**

Upon recommendation of a Calling Committee, the congregation shall issue a call, contingent on a 75% affirmative ballot of voting members present at a business meeting following proper notice.

**Dissolution of Senior Pastor Relationship:**

Resignation shall be received by the Elder Board. There shall be at least 30 days notice unless the Elder Board shall agree otherwise.

A pastoral relationship may be dissolved as the result of grievances, but only after the Elder Board has made every reasonable effort to resolve the grievances with the Sr. Pastor.

A request for the pastor's resignation may be made by recommendation of the majority of the Elder Board.

The pastoral relationship may be dissolved by ballot vote by a 2/3 majority of eligible voting members present at a duly called business meeting. Notice and purpose of the meeting shall be given to members in writing at least two Sundays prior to the business meeting.

Should a recommendation by the Elder Board for resignation be overruled by the membership of the church, all Elders voting for recommending resignation shall automatically relinquish their office.

**PASTORAL STAFF**

The pastoral staff shall include other pastors as determined by the Board of Elders.

The calling, severance, resignation or removal of pastoral staff members shall be made by the Elder Board in consultation with the Senior Pastor and as provided for by the budget.

The titles and duties of the pastoral staff members shall be determined at the time of the call by the Elder Board in consultation with the Senior Pastor, and they shall be responsible to the Senior Pastor or his designate to carry out specific areas of ministry.

A Pastoral Staff position may be dissolved by action of the Board of Elders in consultation with the Senior Pastor. The Board of Elders shall establish the terms of dissolution.

Resignations of pastoral staff members shall be received by the Senior Pastor or his designate. There shall be at least 30 days notice unless the Elder Board shall agree otherwise.

The Pastoral Staff shall strive “to equip the saints and the work of ministry.”

Each Pastoral Staff member may be designated an ex-officio member or leader of one or more church organizations by the Senior Pastor in consultation with the Board of Elders.

#### **Qualifications for Pastoral Staff**

1. Must agree to meet membership requirements
2. Must subscribe to and affirm the Statement of Faith and Covenant of this church
3. Must be a proportionate giver with tithing as a norm
4. Must strive to meet the Biblical Standards for church leaders (1 Timothy 3)
5. Must possess experience, education and abilities as deemed appropriate by the Board of Elders

#### **SUPPORT STAFF**

Support Staff includes Program Staff, Business Staff, Secretarial Staff, Custodial Staff, Pastoral Interns, Pastoral Staff Assistants and Paraprofessionals, Musicians and temporary help.

All Support Staff shall be hired by the Senior Pastor, or his designate, on terms established by the Board of Elders.

The titles and duties of the Support Staff shall be determined at the time of hiring by the Senior Pastor in consultation with the Elder Board, and they shall be responsible to the Senior Pastor or his designate to carry out specific areas of ministry.

A Support Staff person may be dismissed by action of the Board of Elders and Senior Pastor. The terms of dismissal shall be established by the Board of Elders.

Resignations of Support Staff members shall be received by the Senior Pastor or his designate. There shall be at least two weeks notice unless the Elder Board shall agree otherwise.

#### **Qualifications for Support Staff**

1. Must agree to meet membership requirements
2. Must subscribe to and affirm the Statement of Faith and Covenant of this church



3. Must possess experience, education and abilities as deemed appropriate by the Board of Elders

## **ARTICLE VII: Church Leaders**

The government of this church is vested in the body of believers who compose it. The church membership will elect an Elder Board and call a Senior Pastor. The Elder Board and Senior Pastor shall be responsible for the general oversight of the affairs of the church in accordance with the Constitution.

### **ELDER BOARD**

**Membership** - The Elder Board shall consist of no more than 12 laypersons, one being the church chairperson who will be an ex-officio member of all organizations of the church. The number of Elder Board members may be changed upon the recommendation of the existing Elder Board and approval by the congregation at a duly called business meeting.

### **Responsibilities**

**General Oversight** - The Elder Board and Senior Pastor shall have the general oversight of all matters pertaining to the church, including the preparation of a budget to be presented and approved by the church at the annual meeting.

General Oversight shall also include:

1. Annually appraising the ministry and salary of the Senior Pastor.
2. Annually appraising the ministry and salary of other staff members in conjunction with the review done by the Senior Pastor.
3. Approving any single expenditure not included in the General Budget up to an amount of 1% of the annual budget but not to cumulatively exceed 3% of the total annual budget.

**Contractual Authority** - Subject to the final approval of the church membership, the Elder Board shall have the responsibility to mortgage, convey or encumber the real property on behalf of the church. With the presentation of each transaction of real property to the church for approval, the Elder Board will also designate which board members (a minimum of two) shall be responsible for the signing and execution of documents related to the transaction.

### **Qualifications**

An Elder Board member shall be:

- An active member in good standing;
- One who subscribes to the Statement of Faith and Covenant of this church;
- One who conforms to the standards of I Timothy 3:2-7;
- A proportionate giver with tithing as a norm;
- One who attends worship services regularly

**Election** – The term of an Elder shall be as long as that Elder is qualified, capable and desires to fulfill the duties of an Elder.

**Dissolution of an Elder Board Member** – Resignation of an Elder shall be received by the board. There shall be at least 30 days notice unless the board shall agree otherwise.

An Elder relationship may be dissolved as the result of grievances, but only after the Elder Board has made every reasonable effort to resolve the grievances with the Elder.

A request for the Elder's resignation may be made by recommendation of the majority of the Elder Board.

The Elder relationship may be dissolved by ballot vote by a 2/3 majority of eligible voting members present at a duly called business meeting. Notice and purpose of the meeting shall be given to members in writing at least two Sundays prior to the business meeting.

Should a recommendation by the Elder Board for resignation be overruled by the membership of the church, all Elders voting for recommending resignation shall automatically relinquish their office (and shall not be eligible for the Elder Board for a period of one year).

**Vacancies** - Vacancies occurring during the church year may be filled for the unexpired term at any business meeting. Nominees to fill these vacancies shall be presented by the Nominating Committee.

**Meetings** - The Elder Board shall determine the time and plan of their regular meetings. Special meetings may be called at the request of the church chairman or senior pastor with the notification and approval of the other.

\* Quorum: A majority of the elected Elder Board members shall constitute a quorum for transaction of business.

## **OTHER LEADERS**

**Church Chairman** - The church chairperson shall:

- be nominated by the Nominating Committee and elected by the church;
- be a church member;
- preside over all business meetings of the church;
- serve as the chairperson of the Elder Board;
- be an ex-officio member of all church organizations;
- be a person of proven spiritual leadership able to maintain a spirit of Christian love at all business meetings;
- be an Elder Board member;
- be familiar with the Constitution of the church and with Robert's Rules of Order; and
- serve a two-year term, and may be re-elected to a second and third two-year term.

**Treasurer** - The Treasurer shall:

- be nominated by the Nominating Committee and elected by the church;
- be responsible for an accurate account of all bank deposits and disbursements
- make quarterly and annual reports to the church at its regular business meetings;
- be an elder board member;
- serve a two-year term, and may be re-elected to a second and third two-year term.

## **ARTICLE VIII: Church Organizations**

### **NOMINATING COMMITTEE**

The Nominating Committee shall consist of three members elected from the membership of the church at large. Joining these members shall be an Elder Board member appointed by the Elder Board, and the Senior Pastor or pastoral staff member appointed by the Senior Pastor, both of whom will be regular voting members.

**Selection:** Recommendations for the three members at large will be made by the current Nominating Committee to the Elder Board and pastoral staff for review and approval. Those recommended and approved will then be contacted by the current Nominating Committee to apprise them of the responsibilities of the Committee and to determine their willingness to serve. Members of the Nominating Committee shall display a Spirit-filled life, demonstrate a servant's heart, possess leadership ability and knowledge of the congregation, and recognize the need to be above reproach.

**Election:** The Nominating Committee shall post the names of the nominees consenting and qualified to serve two weeks prior to the annual elections.

**Length of Service:** The term of service shall be one year and no member of the Nominating Committee from the church at large shall serve more than three consecutive term.

**Vacancies:** If the number of Committee members elected from the church at large falls below three, the current Committee will replace the needed Committee members by recommending to the pastoral staff and Elder Board appropriate candidates for approval and will present to the church as soon as possible candidates for election.

**Responsibilities:** The Committee shall serve the following church year to:

- consider and review the credentials of possible candidates to the positions of the Elder Board, the Church Chairman, financial secretary, treasurer, and Audit Committee;
- clear candidates with the existing pastoral staff and Elder Board;
- nominate candidates for the election, with efforts made to provide multiple candidates for each Elder Board position;
- post a slate of candidates two weeks prior to the annual election;

- handle distribution and tabulation of ballots;
- announce results;
- fill any vacancies as they occur during the year; receive and prayerfully consider any suggestions from members of the congregation for nomination to church office.

## **CALLING COMMITTEE**

The Calling Committee shall be activated for the calling of the Senior Pastor . This Committee shall:

- consist of at least five active church members and one Elder Board member;
- broadly represent the membership and program of the church; and
- be appointed by the Elder Board and approved by the church.

The work of the Calling Committee shall be to find a candidate for the position of Senior Pastor and bring its recommendation to the Elder Board for approval. This Committee, in consultation with the Elder Board, shall formulate the terms of the call. The Elder Board, together with the Calling Committee shall recommend the acceptable candidate to the church for approval. A three-fourths affirmative vote of the eligible voting membership present at a business meeting called for the purpose of calling a Senior Pastor is required. Voting shall be done in all cases by a ballot.

## **AUDIT COMMITTEE**

The Audit Committee shall consist of at least two (2) church members nominated by the Nominating Committee and approved by the church to serve for a period of two years with each member elected in alternate years. The Audit Committee shall review the financial records of the church and shall submit a written report of findings at the first quarterly business meeting of the church and at such other times as the Elder Board may direct.

## **ARTICLE IX: Meetings and Elections**

### **PUBLIC MEETINGS**

**Worship** - The church shall meet weekly for worship and may schedule other meetings as deemed necessary.

**The Lord's Supper** - The Lord's Supper is open to all believers in Christ. The regular observance of the Lord's Supper shall be overseen, but not necessarily administered, by the Elder Board.

**Baptism** - The ordinance of baptism shall be observed as necessary.

### **BUSINESS MEETINGS**

**Annual Meeting** - The annual business meeting shall be held during the first month following the close of the fiscal year, on March 31, the specific date to be determined by the Elder Board. Church members shall be supplied with a copy of the annual report on the Sunday preceding the meeting. The annual budget will be approved by the membership at the annual meeting.

**Quarterly Meetings** - Quarterly business meetings shall be held during the respective months of the fiscal year.

**Special Meetings** - Special business meetings may be held at any time by request of the Elder Board or by written request signed by a quorum of the membership and submitted to the Chairman of the Elder Board. In addition to the standard meeting notice, special business meetings must be announced from the pulpit at the Sunday morning service prior to the meeting.

**Eligibility to Vote in Meetings** - All matters pertaining to calling or dismissing a pastor, legal matters concerning property, constitutional changes and church discipline shall be voted on only by members in good standing who are of legal age (18). On all other matters, members who have reached their sixteenth birthday shall be eligible to vote.

**Quorum** - The members present at any business meeting shall constitute a quorum for the transaction of regular business that may properly come before the meeting; a simple majority in the affirmative shall be necessary to carry any motion except at otherwise designated by the constitution. Exceptions shall include calling or dismissing a pastor, legal matters concerning property, constitutional changes, calling a special business meeting, church discipline and approval of the annual budget. For these exceptions, twenty percent of the church membership shall constitute a quorum.

**Notice of Meetings** - Notice for all regular and special business meetings shall be made in at least one bulletin prior to the meetings. Exceptions to this shall occur in the acquisition or disposition of real property, or encumbrance of same, where applicable Minnesota state law will apply requiring announcement for four (4) consecutive Sundays and in the amendment of this Constitution where thirty (30) days notice shall be required.

**Rules of Order** - Business shall be conducted according to the rules contained in Robert's Rules of Order (Revised) unless they conflict with the adopted Constitution of this church.

## **ELECTIONS**

**Time** - The annual election shall be held during the last month of the fiscal year.

**Nominations** - The Nominating Committee shall be responsible to provide nominations as outlined in Article X.

**Voting Procedures.** - Voting in the annual election shall be by written ballot. The ballot shall clearly indicate the term of office for which each nomination has been made. Members of the Nominating Committee shall supervise the distribution of ballots by verifying each voter's name against a current membership list, and shall give a ballot to every member who is present and qualified to vote. Absentee ballots will be made

available two weeks prior to the election. Absentee ballots will be sealed in an envelope by the voter and held by the Nominating Committee or the church secretary until election day. Absentee ballots not received by the election will not be tabulated.

**Persons Elected** - The candidate receiving the greatest number of votes for an office shall be elected to that office. In the case of a tie, another vote shall be taken.

#### **ARTICLE X: Acquisition, Disposition & Encumbrance of Real Property**

In constructing a building or acquiring or selling real estate, or encumbering real estate the church congregation shall act with proper notice of such business meeting as required by the laws of the state of Minnesota. Such requirement is announcement for four (4) Sundays, in public services, prior to the business meeting.

In case of organic division of the church membership, church property shall belong to those members who abide by this constitution as determined by an arbiter appointed by the MBC.

In case of discontinuance of church program, the church property shall be transferred to the Minnesota Baptist Conference.

#### **ARTICLE XI: Amendments**

Amendments to this constitution can be made at any business meeting with a 2/3 vote in the affirmative, of a quorum of eligible voting members present, providing that notice is made in the church bulletin for 4 Sundays prior to the meeting, giving the current policy and the proposed amendment. Proposed amendments may be introduced by formal written motion in a previous business meeting, or to the Elder Board for introduction to the church.