



**CONSTITUTION  
AND  
BYLAWS**

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# ÉGLISE BAPTISTE BÉTHANIE de FORT LAUDERDALE, INC.

2200 NW 12TH AVENUE

FORT LAUDERDALE, FL 33311

## CONSTITUTION AND BYLAWS OF THE CHURCH

### ARTICLE I - PREAMBLE

We declare and establish this Constitution to preserve and secure the principles of our faith, and to govern the body in order.

This Constitution will preserve: the freedom of each member of the Church in relation to the other Churches.

We, the undersigned, having placed our entire trust in Jesus Christ for our salvation, and having been baptized under the auspices of the Church: BETHANY MISSIONNARY SOCIETY, INC., We constitute ourselves in **Bethany Baptist Church of Fort Lauderdale INC**, to govern the said church by the following statutes:

### ARTICLE II - OBJECTIVES

The purpose of this body is to form a common basis for:

1. Practice and propagate the true worship of God.
2. Teach the doctrines of the Bible.
3. Evangelize the world through the proclamation of the Gospel to gain as many souls as possible to the Lord Jesus Christ.
4. concretize communion and the edification of believers.

## ARTICLE III - CONFESSION OF FAITH

We believe in God the Eternal Father, Creator of heaven and earth, perfect in wisdom, holiness and power; That He hears our prayers and saves from sin, judgment and condemnation those who come to Him through Jesus Christ.

We believe in Jesus Christ, the only Son of the Father, conceived of the Holy Spirit, born of a virgin; That He lived without sin and that He gave Himself on the cross to die for the sins of the world.

We believe that He rose from the dead, ascended to heaven where He is the only Mediator between God and man and He intercedes for His people.

We believe that Jesus Christ will visibly return to earth.

We believe in the Holy Spirit, an equal member in the trinity of God, who came forth from God to convince the world of sin, righteousness, and judgment, and to reign, teach, sanctify, and encourage those who believe in Jesus Christ.

We believe that all men are by nature and sinful choices, but God has sent his only son into the world so that whoever believes in Him will not perish but have eternal life. Those who repent of their sins, accept the atoning work of Jesus Christ and unite with Him by faith, are saved; This union produces justification.

We also believe that true faith always manifests itself in men through works acceptable to God. He who refuses Jesus will be judged and eternally separated from God; He who believes receives eternal life and dwells in divine gladness.

**We believe that the Church is a spiritual and living body of which Christ is the head.**

We believe that a local church, according to the word of God, is an assembly of believers regenerated, baptized and associated together for worship, service and fraternal communion.

We believe that God has commanded these churches to observe the two ordinances: baptism and the Lord's Supper.

We believe that every human being is accountable to God for matters of faith.

We believe that the local church is autonomous and must be free to direct by the decision of its active members.

We believe that the Bible is the word of God, inspired by the Holy Spirit, and written by holy men and that it is worthy to be the sole authority for faith and practice.

#### **ARTICLE IV - THE GOVERNMENT**

**The government of this church will be by decision of the members, voting in a democratic way.** They shall have the right to decide any internal matters in accordance with the Statutes. The government will be free of all ecclesiastical authority, holding the Bible as its sole authority, and Jesus Christ as head of the Church. The Lord Jesus Christ holds the church responsible for all his actions.

#### **ARTICLE V ALLIANCE OF THE CHURCH**

Having been brought, as we believe, by the Spirit of God to receive the Lord Jesus Christ as our personal Savior, and upon the confession of our faith, having been baptized in the name of the Father, the Son and the Holy Spirit, now in the presence of God, of the angels and of this assembly, solemnly and joyfully we take the following commitment between us as a body in Christ:

We undertake, with the help of the Holy Spirit, to walk together in a spirit of Christian charity; To struggle for the advancement of this church in wisdom, holiness and consolation; To increase its prosperity and spirituality; To support its worship, its ordinances, its discipline and its doctrines, to contribute cheerfully and regularly to the maintenance of

its ministers at the expense of the church, to the relief of the poor, and to the propagation of the Gospel among all nations.

We also undertake to maintain family worship and prayer in secret; To raise our children Christianly; To work for the salvation of our parents and neighbors; To walk circumspectly in the world; To be fair in our relations, faithful to our commitments and to be examples of good conduct; To avoid and flee all chatter, all slander and anger; To avoid the sale and use of intoxicating drinks and tobacco; And to be zealous in our efforts for the advancement of the reign of God.

We undertake, moreover, to keep an eye on one another with fraternal charity; To remember one another in our prayers; To help one another in sickness and distress; To cultivate Christian sympathy in our feelings and politeness in our speeches; To be slow to formalize us (in case of offense) and to be always ready for reconciliation; To submit to the rules of our Lord, and without delay.

We undertake, moreover, in the event of the relocation of the place of our residence to unite us as soon as possible to another Church where we may act in the spirit of this pact and according to the principles of the word of God.

## **ARTICLE VI MEMBERS**

This church is composed of individuals who have repented and believe in the Lord Jesus Christ, who give evidence of their conversion and who have been baptized. They undertake to observe the principles and statutes of the church. They are registered in the church register and they have the right to vote.

Candidates for membership will be accepted as members of the church under the following conditions:

- A. Have accepted Jesus Christ as Lord and personal Savior.
- B. Have manifested a regeneration by exercising a spiritual life.

- C. Have examined and approved by the Senior Pastor and the Executive Board.
- D. Have been approved by a majority of the Church Members' Assembly.
- E. Have accepted the confession of faith, agreed to the principles and statutes of the church.
- F. Have been baptized by immersion.
- G. Have been born male (man) or female (woman) according to the Will of God from conception.
- H. Have affirmed the monogamous life of the marriage (Marriage between **a man born of sex male** and a **woman born of sex female** ).

#### **A.- AFFILIATION**

A person coming from another church of the same faith and principles will be accepted as a member after being approved by a vote of the members and after receiving a letter of recommendation from the church where he/she currently is a member; provided that the person has been Baptized according to the New Testament (Baptism of immersion in the name of the Father, the Son, and the Holy Spirit) Matthew 28:19.

In case a satisfactory explanation is given and a satisfactory investigation is completed on the spiritual life of the postulant to justify the impossibility of providing a letter of recommendation; The person may be accepted as a member after a period of six months. A person sanctioned, or placed on availability, or excommunicated by a sister church of the same confession of faith, shall in no case be received as a member of Bethany Baptist Church of Fort Lauderdale and its annexes. (Matthew 18: 18-20)

#### **B- TERMINATION OF THE RIGHT TO BE A MEMBER**

A member may be disqualified by decision of church members 'assembly after an investigation, and if all efforts to straighten his/her spiritual conditions have failed. The reasons for this action could be:



1. Sin continues without repentance (Matthew 18: 15-22, 1 Corinthians 5: 1-13, 2 Thessalonians 3: 6, 14, 15)
2. Adherence to a sect contrary to the confession of faith of the church (Galatians 1: 8-9, 2 John 1: 10,11).
3. The abandonment or renunciation of the principles of confession of faith or fraternity with this Church.

### **C- RESTORATION OF A MEMBER**

Any person whose member's privilege has been revoked by the church may be reinstated as a member on the evidence of his/her repentance and reformation by the Pastor's recommendation and by a majority vote of the members. (2 Corinthians 2: 5-11).

For a regular member who wishes to join another church of the same confession of faith, the action will be done on the agreement of the members after a vote of adhesion in assembly of the members. A letter of recommendation will be written by the secretary of the church, signed by the pastor, and sent to the recipient church.

### **D- DUTIES OF MEMBERS**

1. Testify by voice and actions of Jesus Christ and work for the good of all.
2. Assist and cooperate in church meetings and activities; And participate in projects and programs undertaken by the group.
3. Cooperate and abide by the statutes and principles of the church and the decisions made by the members.
4. Pray for each other and all things to preserve the unity and fellowship of the group.
5. Contribute according to their means to support the work of God by the church, per the biblical principles: by their tithes, offerings and gifts. This will allow the church to act without outside help.

### **E- MEMBER PARTICIPATION AT THE MEETINGS**

1. Meetings and cults will be held regularly to achieve the goals of the church. The following services will be included in an established program:

prayer meetings, regular celebrations of worship, evangelism, bible study and instructional classes, as well as other useful meetings for the advancement of the church.

2. Members shall meet one (1) time each month. Exceptional meetings may be held at the request of the pastor. Members should be notified at least one day in advance, if possible.

3. Members absent from members 'Assembly meetings for a period of three (3) months or more shall be questioned by the Executive Committee before attending the next meetings.

4. After three (3) consecutive absences in the Members 'Assembly meetings by a member of the church, the Executive Committee will question him / her to know the reason for his / her absence. If the reason is not valid, the committee will recommend disciplinary action against this member.

5. A member shall have the right to speak at all members 'Assembly meetings: 1) first soliciting it and 2) when the pastor or the moderator in charge gives him the floor.

6. No member shall have the right to intervene in a member's assembly meeting with a personal agenda without the permission of the pastor and the executive committee. A personal agenda does not include motions for and against a proposal before a vote. Members have the right to vote favorably or unfavorably on the subjects presented by the committee at the meeting of members.

7. Members must respect the presence of God in all the meetings; They must not quarrel or commit scandals. In case of tumults or scandals threatening, the pastor in charge will have two options: 1st, termination of the meeting; 2nd: exclusion of the individual or group causing the tumult by a majority vote of the members present.

## **F- RIGHT TO VOTE**

1. Each member of the church is authorized to participate in all elections and all matters raised at meetings of members. Exceptions:

a. The sanctioned member will lose his/her voting privilege.

b. A member who is absent for a period of three (3) consecutive months without cause shall not be entitled to vote.

2. No member shall neutralize during the elections; Each must take negative or positive positions; He who follows this attitude will be cut off from the meeting. Before taking a decision on or against a motion, two (2) thirds of the voting members must be present.

3. All members are encouraged to take part in the life of the church. During the elections, they must pronounce clearly by a NO (against) or a YES (for) vote. Before the vote, the pastor will ask for a reason for no-vote. If the reason is considered valid by a majority vote of the members present (50% plus one (1)), the pastor will debate the proposal of the vote. To avoid perpetual debate of a proposal, motions for debate shall not exceed a maximum of three (3). No member shall neutralize during the elections; Each must take negative (NO) or positive (YES) position.

## **G- DISCIPLINES**

The Members must respect and obey the rules of the Constitution.

The church will have the authority to take disciplinary measures against members creating disturbances in the meetings, or elsewhere; This may be the cessation of membership in the said Church, or a sanction for a period of six (6) to nine (9) months.

Disciplinary action will be taken against a member for the following reasons:

1. Transgression or abuse of the principles, statutes, or confession of faith of the church.

2. Transgression against the moral law of God and against the good testimony of the church (such as: misconduct, fornication, sexual relations with someone other than one's own spouse, idolatry, Witchcraft, calumny, habitual lying, drunkenness, etc.) Galatians 5: 19-21

3. Offense against members of the church who disturb the peace and unity of the church. The refusal to forgive others or repent.

The procedure of the disciplinary opportunity will be based on the principles established in the New Testament and begin with those found in Matthew 18: 15-29. The church will continue to support the subject before God through prayer. The pastor together with the elders and the executive committee will be responsible for the investigations. They must do everything possible to resolve the issue privately. But if they cannot do it, they will submit it to the members for final action. The accused will be treated in a spirit of brotherly love. Col. 3: 21-24; Gal. 6: 1.2; 1 Cor. 5: 1-13; 2 Th. 3: 14,15.

There will be disciplinary measures to:

- a. Prevent or warn and recover the accused through the Executive Committee.
- b. Suspend member's privileges or apply restrictive measures.
- c. Censor the offender in front of the members.
- d. Have him resign or exclude him from the church by a majority vote of the active members.

## **H- THE PRINCIPLES OF THE CHURCH**

1. To maintain discipline within our congregation, the church will establish principles for the proper functioning of the ministry that God has entrusted to her in the world.

2. The Pastor of the Church and the Executive Committee of the Church shall be responsible for drafting the principles relevant to the proper operation of the church. They will take as their guide the Bible and the constitution of the church to draft these principles. Before being considered as permanent principles of the church, these principles must be voted by the members by a majority vote.

## **I- QUORUM**

A quorum exists for meetings of members and business when 50% plus one (1) of the active members of the church are present. When a Members General Assembly is called to appoint a new pastor, relocate

the temple, and dismiss a pastor, a quorum exists with the presence of two thirds (2/3) of the active members of the church.

### **J- MARRIAGE (ROMANS 7: 2-3, 1 CORINTHIANS 7: 1-16)**

We believe that the word "marriage" means only a legal union between a man and a woman, born naturally by the will of God, as husband and wife; and the word "spouse" refers only to a person of the opposite sex who is a husband or wife. Marriages outside these parameters will not be carried out by the ministers of the church, nor on the property of the church.

The church reserves the right to validate the legality of the marriage of a couple from another church who aspires to be a member of our church or two (2) members of our church who get married elsewhere outside the knowledge of the pastor and the church leaders. In the case of a couple where both people are members of our church, the pastor will recommend an indefinite sanction of the couple if the church deems the marriage to be spiritually illegal. The term "indefinite" is juxtaposed to the existence of illegal marriage. The church will terminate the sanction if the required conditions are met.

### **K- BAPTISM.**

This Church will receive for baptism anyone who has received Jesus Christ by faith as his personal Savior, who professes it publicly and who has made a commitment to follow Jesus as Lord.

1. Baptism must be by immersion (plunge into water.) It is a visible external expression of the death, burial and resurrection of our Lord Jesus Christ.
2. The Senior Pastor, or the one he authorizes, administers baptism.
3. In the absence of the Senior Pastor, the associate pastors or ordained deacons are authorized to administer the baptism.

### **L- COMMUNION (THE LORD'S SUPPER)**

Acts 2: 41-41; 1 Cor 15: 23-34; Mat 26: 17-29; Luke 22: 7-20

We practice the CLOSED COMMUNION in our congregation. This communion is reserved for the members of the church in good standing (a member who is not under sanction) and members of a church of the same confession of faith in good standing in his/her church.

### **ARTICLES VII - OFFICERS OF THE CHURCH**

The qualifications to be met by the leaders will be in conformity with those prescribed in the New Testament concerning the titles of bishops (pastors) and deacons. (1 Timothy 3: 1-13, Titus 1: 5-9, 1 Peter 5: 1-4), to enable the proper functioning of the church.

The regular officers of the church's administration are:

1. The Senior Pastor of the church and the Associated Pastors
2. The Deacons
3. Members of the Executive Committee
4. Members of the Finances Committee

### **A- The Pastor**

#### **JESUS CHRIST IS THE SUPREME PASTOR OF THE CHURCH.**

By his vocation and pastoral office, the pastor is the spiritual head of the Church.

**The Pastor's title is reserved only for men (1 Timothy 2: 11-15, 1 Tim 3: 2, Titus 1: 6-9)**

1- Responsibilities of the Senior Pastor of the church

- a. The pastor will do a particularly spiritual ministry watching the flock.

He must:

1. Preside meetings of the Executive Board and church assemblies.
2. Watch over the flock

3. Preach faithfully the word of God for the salvation of the lost and the edification of the members of the body of Christ. As such, he is solely responsible for the chair to ensure a sound doctrine within the church.
4. Be a role model for all church members
5. Visit members to encourage and advise them.
6. Lead and bring the church into several local evangelistic actions and even on a larger scale.
7. Administer the ordinances of the church.
8. Work with other leaders in council to review candidates for baptism and candidates for membership.
9. Examine the register of members with the deacons, to update them, at least once a year.
10. Conduct pre-nuptial, professional, family, bereavement counseling as required.
11. Perform wedding ceremonies and funeral services for the church members.
12. Serve as a representative of the Church in civic and legal matters.
13. Supervise all church ministries.
14. Oversee the church staff. He will assign the function of each staff member together with the associated pastors and the church's executive committee.

b. The Pastor has the duty to notify the church three (3) months before his / her termination (cessation) of being a pastor of the church.

c. In case of non-sexual infidelity, the pastor will be sanctioned for a period suggested by the majority of the church members. During the period of investigation, the church has the duty to pay

the pastor as usual. The Members of the church, not the church committee, have the right to write a termination letter to the pastor, by majority vote of the members if he commits a continuous sin without repentance. No individual or group of persons has the authority to terminate the ministry of the pastor; There must be a majority vote of the assembly.

d. In case of sexual immorality or serious iniquity judged by the church as the actions of a non-converted man, the pastor will be deprived of his position. The Members of the church by a majority vote (50% plus ONE (1)) will ask the deposed Pastor to empty the premises. The pastor can be restored as a member of the church, but **he will never be re-admitted as pastor of the church.**

e. In the event of death or dismissal of the Pastor, the church will call upon another Pastor to act as interim Pastor for a period of three (3) to six (6) months. This Interim Pastor cannot be a candidate for the position of the Senior Pastor. The church will follow the instructions in Article VII, Clauses A, C, and D to appoint a new Senior Pastor as the head of the church. This is to enable the church to make the choice in accordance with the will of God and to have the freedom to choose the most qualified person to lead the church.

## **B- Associated Pastors**

The associated pastors of the church will form a pastoral body under the direction of the Senior Pastor. They supervise departmental staff, pay attention to administrative details related to programming, and assist in any pastoral responsibilities deemed necessary and / or appropriate by the Senior pastor. The role of each associated pastor will be assigned by the Senior pastor of the church in conjunction with the church's executive committee.



## **1- Responsibilities of an Associate Pastor**

- a. Assist the pastor in the overall programming of the church, assist with special projects, and implement specific missions proposed by the pastor related to pastoral activities.
- b. Maintain clear communication channels with the pastor to inform him / her of needs, activities and / or problems and to receive the opinion, insight and affirmation of the pastor regarding plans and decisions for the advancement of ministry ministries. The church.
- c. Meet regularly with the pastor and ministerial staff for the planning, evaluation and coordination of church ministries.
- d. Supervise and assist departmental staff in the planning, coordination and implementation of programs related to their area of responsibility.
- e. Work with the staff and the congregation to achieve the goals of the church.
- f. Work with appropriate groups to develop a holistic approach to the church calendar.

## **2. The number of associated pastors shall be determined as follows:**

- a. An associated pastor for each two hundred and fifty (250) active members, and \
- b. The remuneration allocated to pastors (Senior and Associates) and other church officers does not exceed 50% of the Church's operational budget. (10% for donation, 10% for saving, 50% for staff, 30% for ministries and building maintenance).
- c. The church must also consider the character compatibility of pastors before adding a new pastor to

the pastoral body so that harmony and unity are maintained within the church.

### **C- Qualifications of a pastor (1 Tim 3: 1-7, Titus 1: 5-9, 1 Peter 5: 1-4)**

1. He must be an evangelical Christian of good testimony.
2. It must not be a new convert.
3. It must be irreproachable.
4. He must run his own house well.
5. It must be peaceful and conciliatory.
6. He must be a man of respect.
7. He must be a sober man.
8. He must be a hospitable man.
9. He must have a theological training proved by a diploma of a Seminary accredited and adhered by the church.
10. It must be ordained by a council of pastors recognized by the church.
11. He must have a good knowledge of church administration.
12. He must be impartial and a good referee. He must be the pastor of all the members.
13. He must have good testimony from outside people so that the church will not fall into disgrace.
14. He must be a man of prayer, loving the word of God.
15. He must be a man capable of teaching.
16. He must be a man of conviction.

17. He must have a disinterested love for the work he does.

18. He must be a married man, only once. If the wife is deceased, he is free to remain alone or to take another wife (1 Cor. 7: 8-11)

19. He must be followed by the church for a period of two years before he is considered as a permanent pastor of the church. Every five (5) years, the church will conduct an evaluation of the ministry of the pastor to confirm again the permanence of his position.

#### D- ORDINATION

1. The Senior Pastor has the exclusive right to convene a Council of Ordination to examine the qualifications of a candidate and, in turn, to advise the Church on the procedure of ordination. The final responsibility for the ordination of a pastor rests with the Church on the recommendation of the Pastor. In the absence of a Senior Pastor, the Executive Committee, together with all the current officers, will propose an ordination council to the church for ratification.

2. **Pastor Ordained:** A pastor who has been ordained by a church of the same denomination is authorized to take office without further ordination. Members must have an interview with the candidate before voting. A majority vote of two thirds (2/3), two-thirds (2/3) of the active members present, is recommended to accept a new pastor in the church. In no case, shall voting take place without the presence of two-thirds (2/3) of the active members of the church.

3. **New Ordination:**

Before proceeding to a new ordination, the church will form a **Pastoral Search Committee** to study the qualifications of the new candidate. The result of this study will be presented to the members in a form of recommendation. Members have the right

to approve or reject the recommendation. Members must have an interview with the candidate before voting. A two-thirds (2/3) majority vote of two-thirds (2/3) of the active members' present is recommended for ordination. In no case, shall voting take place without the presence of two thirds (2/3) of the active members of the church. Once the candidate's choice is approved by the members, the Council of Ordination will take office and the Pastoral Search Committee will be dissolved.

#### 4. Pastoral Search Committee

The Pastoral Search Committee shall compose of seven (7) members. The church, in the assembly of the members, will choose the members of the Pastoral Search Committee. The members of the Council shall appoint one of their colleagues to be President of the said Council. A **unanimous vote** of the council is recommended to advance to the members the choice of a postulant to the position of Senior Pastor.

**Purpose:** Assist the church in the search for a new Senior Pastor.

**Responsibilities:** The Pastoral Search Committee is responsible for:

- a. Research, evaluate, and establish contact with potential candidates for the position of pastor of the church.
- b. Make recommendations to the church about a possible Senior Pastor.
- c. The members of the Pastoral Search Committee will be chosen by the members of the church. The church committee will propose thirteen (13) people to the church to choose seven (7). To ensure the representation of the deacons and deaconesses in the pastoral search committee, two (2) deacons and two (2) deaconesses will be among the thirteen names proposed by the committee.

## 5. Examination of the candidate for the post of Senior Pastor of the Church.

- a. The Pastoral Search Committee must notify the church of the candidate's name two (2) weeks in advance.
- b. The notification must be made during the Sunday morning worship service.
- c. A total of three (3) candidates can be recommended to the church.
- d. The Pastoral Search Committee will discuss the choice of each candidate before voting. Members must have a complete Résumé of each candidate to make an informed choice.
- e. The church will vote separately for each candidate to guarantee an affirmative vote of two thirds (2/3) of the members present for the choice of the Senior Pastor.
- f. The candidate receiving the highest vote among the three candidates and a vote that exceeds two thirds (2/3) of the active members' present will be acclaimed: Senior Pastor of the church.
- g. The vote must be a secret ballot. No member shall disclose his / her choice during the vote in order to influence others.
- h. In case, one of the candidates is not an ordained pastor, the church must first recommend the ordination of the chosen candidate. After the ordination, the church will vote in assembly of the members his choice as Senior Pastor of the church.
- i. The Pastoral Search Committee will be dissolved once the church ratifies the choice of the Senior Pastor.

## 6. Board of Ordination

The Ordination Council will be composed of the deacons, the executive committee, the Senior Pastor, and seven (7) other pastors from other sister churches with the same confession of faith as our church. The applicant has the right to recommend three (3) of these pastors.

## **E- The Deacons**

Per the meaning of the word "deacon" as it is practiced in the New Testament, deacons must be servants of the Church. The function of the deacon is to serve with the pastor in the church in the performance of the tasks such as worship, gospel proclamation, spiritual education of the members and various ministries of the church.

The deacon is a servant of a local church. The title of deacon does not mean supervising several churches or a particular work in several churches. The deacons are appointed by the local assembly and for the service of the local assembly.

Deacons will be ordained by the pastor of the church to perform certain ecclesiastical functions that will be conferred upon them by the pastor.

### **1. Deacon Qualifications (1 Timothy 3: 8-13, Acts 6: 1-6)**

- a. The deacon must be a Christian who shows Christian maturity visible to all within and outside the church.
- b. He must be a man of good testimonies, full of wisdom, devoted to the work of God, the husband of a single woman, and a man who directs his house well (1 Tim 3:12).
- c. He must have a disinterested love for his church.
- d. He must not be a new convert. He must be a proven man (1 Tim 3:10).
- e. He must not be a hypocrite (1 Tim 3: 8)

f. He must receive a six-month formation training by the pastor before taking office.

g. The wife of the deacon must be "sober, not calumniating, faithful in all things." 1 Timothy 3:11

## 2. Responsibilities of Deacons

Deacons must:

- a. Maintain fraternal communion among the members,
- b. Preserve the unity of the church, in love
- c. Visit the members, the sick and the poor.
- d. Assist in the program and spiritual ministries of the church; In the execution and monitoring of evangelization in the region for which the church is responsible.
- e. Review and preserve candidates for membership.
- f. Maintain discipline within the church.

## 3. Deacons' mandate

The deacons shall be elected for a period of two (2) years. They can be re-elected if the church votes in their favor.

a. The number of deacons in service will be determined by the pastor and the church's executive committee according to current needs. One deacon per group of fifty (50) active members is recommended (Exodus 18: 13-27).

b. It is not mandatory for deacons to serve as a member of the church committee.

## **F- THE SECRETARY**

The Secretary must be a Christian of good conduct. He must have adequate basic intellectual knowledge to be able to prepare and preserve church records.

The Secretary shall be elected every two years. A new secretary will be elected after the two years of service of each secretary. He may be re-elected if the church votes in his favor.

The Secretary shall:

1. Establish and maintain minutes of meetings of members and council.
2. Maintain the register of church members.
3. Make the correspondence that the church will ask.

## **G- THE ASSISTANT OF THE SECRETARY**

It will ensure the place of the secretary in case of absence, sickness, or death

## **H- THE TREASURER**

The treasurer will be elected every two years. He may be re-elected if the church votes in his favor.

He must:

1. Be responsible for the approved accounting, receipt and distribution of church funds. (Revenue will be counted and recorded by three or four people before being handed over to the treasurer)
2. Give a financial report to the church at the meeting of members, and to the committee upon request.

A new treasurer will be elected after the two years of service of each treasurer.



The treasurer will sign the bank checks, signed by the Pastor. In case of absence of the Senior Pastor, the assistant treasurer, or the secretary, or the assistant secretary may sign in his stead.

#### I- THE TREASURER'S ASSISTANT

He will ensure the place of the treasurer in case of absence, sickness or death.

### ARTICLE VIII COMMITTEES

All the committees in the service of this said Church shall be recommended by the Senior Pastor and the Executive Committee and voted by the members.

They will be elected for two years. The Pastor of the church will be an active member of each elected committee.

#### A-THE EXECUTIVE COMMITTEE

1. The Committee shall be composed of the Pastor, the Secretary and the Deputy Secretary; The Treasurer and the Assistant Treasurer and three (3) advisory members.

Role:

- a. Take action against, or for believers in the church
- b. Take care of the sacred affairs of the church
- c. Examine candidates for baptism
- d. Recommend leaders to the church
- e. Suggest the spiritual and material needs of the church.

2. Members of the said committee need not be members of the other committees of the church.

3. This committee shall be elected for two years. After these two years of service, the church will choose new members to replace them.

4. The decisions of this committee will be presented to the members of the church to be voted on. Members of the church may approve or disapprove the decisions of the committee.

5. The members of the executive committee may make proposals, and the church has the right to decide by majority vote.

### **B-The Sunday School Committee**

1. The professors, the Director, the treasurer, the secretary and the pastor shall be the members of the said committee.

2. They have a duty to teach, choose the materials and visit the members registered at the Sunday school

3. This committee shall be elected for an indeterminate period of time. But there will be an election every two years for the Director, the Treasurer, and the Secretary.

### **C-The Meal Committee**

1. This committee has a duty to plan dinners, banquets, refreshments, and all activities of the kitchen.

2. The Committee shall be elected for a period of two years. The number of members of this committee shall not exceed more than seven (7) persons.

### **D-The Ushers committee**

1. It is the duty of this committee to place believers and visitors. He will be available to the needs of the Congregation and the Pastor. He will gather the offerings of the congregation.

2. This committee has a duty to maintain an atmosphere of order in the temple by giving guidance to believers and visitors during services. (Habakkuk 2:20).

3. He will be at the disposal of the needs of the Congregation and the Pastor.

4. He shall gather the tithes and the offerings of the congregation.

### **E-The Finances Committee**

1. The Finance Committee shall be composed of seven (7) members. The main function of the Finance Committee is to continually review the financial affairs of the Church in order to provide a level of responsible management for church staff to church members.
2. This committee meets monthly, or on the call of the pastor to review the financial statements of the church.
3. This committee is composed of the pastor, the administrative pastor, the secretary, the treasurer, the assistant treasurer, the director of accounts, and a deacon.
4. This committee shall be elected for two years. In the case of the absence of an administrative pastor, the Executive Committee shall designate another Associate Pastor.

Role:

- a. Prepare the budgets of the church.
- b. Offer payments and increases to church employees
- c. Make payments to the bank
- d. Establish all financial policies and make these policies available to the Church.
- e. Review monthly financial statements and periodically review management systems for collection and revenue accounting.
- f. Ensure that the obligations undertaken are duly fulfilled; That revenues and expenses are maintained in

a good balance; And that the expenses are in conformity with the budget approved by the Church.

g. Propose the annual budget and recommend it to the congregation for ratification.

h. Produce an annual audit of the church's financial affairs

### **F-The Counting Committee**

1. The function of the accounts committee is to count the revenue of the church and to send it to the treasurer for the necessary follow-up.

2. This committee must be in permanent service to secure the recipes of the church during the meetings and cults.

3. This committee shall consist of five (5) or more persons. The Pastor shall appoint a Director from among the members of such a committee.

4. The Director of the Audit Committee shall be responsible for:

at. Record Tithes and Membership Offerings

B. Prepare a Revenue Bill for the Treasurer

C. Prepare a report of individual contributions to give to each member at the end of the year.

### **G-Planning and Development Committee**

**Objective:** To provide leadership in the use of the church building and property. Control the changes and development of developments while taking into account the growth of the church family and the physical needs of the plants. Provide advice and analyze any needs and opportunities that may come to the Church.

**Responsibilities.** The Planning and Development Committee is responsible for:

1. Consult with the pastor and the church's executive committee regarding needs, growth and future relevant projects to alter the physical appearance of the church property.
2. Revise and approve all proposals for modification and change in the physical appearance of the building and the property of the church before they are put into execution.
3. Make recommendations to the church about the need for change and expansion of the church campus.
4. Analyze enlargement opportunities to accommodate the future growth of the church

The members of the Planning and Planning Committee will be elected for two (2) years and may be re-elected if the church votes in their favor.

This committee will be composed of nine (9) members with the pastor of the church as president.

#### **H-The Church Groups Committee**

1. Any group founded in this church will have a committee under the supervision of the Pastor and the executive committee. Groups must submit a report to the church on their activities and finances.
2. The group committee has the duty to deposit the funds of the group at the church fund.
3. Groups must work for the benefit of their church and in a frank collaboration with it.
4. The committee of each group shall be elected for two years. The committee members of this group will be chosen by the group in consultation with the church pastor and the church committee.

5. The chairman of the group will be chosen by the pastor in consultation with the group committee.

6. The committee of the group must be approved by the members by a majority vote in general assembly of the members.

## **I-Ministries of The Church**

1. All ministries of the church must be in accord with the church's alliance and confession of faith. They are under the supervision of the pastor of the church or an associate pastor appointed by the pastor to fulfill this task. For a ministry to be considered a church ministry, it must be under the ecclesiastical authority of the church to ensure its responsibility, integrity, and proper functioning. No ministry may be operated within the church without the permission of the Pastor and the church committee.

## **2-Ministry of Children**

1. Its purpose is to assist parents in the Christian education of their children. The church will place at their disposal a cult of Christian formation which will bear the name of "Children's Church". The church will be headed by a Director and a four-member committee.

2. The Director and members of the Children's Church Committee will be chosen by the Pastor of the Church in consultation with the Youth Pastor and the Church's Executive Committee.

3. The Director of the Children's Church will provide plans and methods for training children attending the Children's Church. It is desirable that a report be given at the meeting of members to keep the church informed of the running of the children's church.

4. The Director of the Children's Church will serve as Coordinator for all programs offered to children in the church such as Children's Club, AWANA, VBS, etc.

5. The directors of the various ministries of the children will be under the supervision of the Director of the Children's Church.

### 3-Ministry of Youth

1. To ensure the continuity of the mission of Bethany Baptist Church, the pastor and the church leaders must mentor the youth to help them grow spiritually. The pastor will provide the church with a detailed report of the work done with the youth in this regard. The church has a duty to encourage leaders to invest liberally in the development of the young people. This investment must be reflected in the church's annual budget.

2. The Pastor should encourage the young people to develop their gifts within the church.

3. The Ministry of Youth shall consist of these two entities:

i. Teenage Youth: Group age: 13 to 17 years.

ii. Young adults: Group age: 18 and older

4. The Ministry of Youth will be headed by a pastor for youth, a Director for Youth Cadets, and a Director for Young Adults. The Director of the Children's Church may also act as the Director of Youth Cadets. The two Directors of the Ministry of Youth shall be elected for a period of two years.

5. The Youth Pastor in conjunction with the two Directors will form a Youth Cadet Committee and a Young Adult Committee. Each committee shall consist of five members: The Director, a treasurer and an assistant treasurer, a secretary and a deputy secretary. The mandate of this committee will be two years.

### 4-Ministry of Music

1. The aim of the Ministry of Music is to:

iii. Share the gospel of Jesus Christ through songs accompanied by vocal and instrumental music.

iv. Encourage Christians to walk with Christ in an intimate communion.

V. Conduct the congregation in sincere adoration during church services.

Vi. Provide an avenue for the Christians of the church to develop their spiritual gifts within the church.

2. The role of the Minister of Music shall be:

Vii. Lead the organization and implementation of a comprehensive religious music program including Adult Choir, Youth Choir, Children's Choir, Vocal and / or Instrumental ensembles, Praise Team, And the dramatic teams.

Viii. Help the pastor in planning services of worship and praise.

Ix. Supervise the work of paid staff and volunteers within the Department of Music.

X. Organize regular meetings for the evaluation and planning of musical activities within the church.

Xi. Prepare the necessary reports to keep the church fully informed about the performance of the Ministry of Music.

Xii. Assist the Pastor in recruiting musicians, service executives, and music teachers.

Xiii. To ensure the good performance of the Ministry of Music, the church will vote every two (2) years to give a vote of confidence or non-confidence to the Minister of Music. If the church gives a vote of no confidence to the Minister of Music, the Minister must submit a letter of resignation to the Pastor of the church as a sign of respect for the vote of the members.

Xiv. To ensure the stability of the ministry of music within the church, after a vote of confidence for the Minister of Music, the Senior Pastor of the church will accompany him, protect him, and provide him with all necessary means to carry out his functions.

Xv. In order to make the work of the Minister of Music more effective, the Senior Pastor, together with the Minister of Music,



shall appoint a Music Director to head each ministry at the request of this Ministry. These Music Directors will be under the supervision of the Minister of Music.

#### **ARTICLES IX- PROPERTIES OF THE CHURCH**

No individual or group of persons shall have the right to sell or give as gifts the properties of Baptiste Bethany Church of Fort Lauderdale INC. Without the consent of the 99% of the active members of the church.

In case of schism within the congregation, the properties will remain in the service of the members remaining in the local, for the advancement of the gospel of Christ.

In case 99% of the members decide that they can no longer continue in church, the properties will be transferred to a sister church for the preaching of the gospel.

All the goods of this church belong to JESUS CHRIST, and must be reserved for His service.

#### **ARTICLES X- AMENDMENT OF THE STATUTES**

Any modification of the statutes, except that of the confession of faith which requires unanimity, shall be made by two-thirds of the voting members, but this must represent a two-thirds (2/3) majority of the active members of the church. These proposed amendments will be announced to the members during, at least, two regular meetings or cults preceding the meeting at which the decision is to be taken. The Amendment of the Constitution will come into force under the direction of a new Executive Committee.

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Kevin DeYoung is the senior pastor of University Reformed Church in East Lansing, Michigan, near Michigan State University. You can find him on Twitter at @RevKevDeYoung.

3) By Matt O'Reilly

Matt O'Reilly is pastor of St. Mark United Methodist Church in Mobile, Alabama, a Ph.D. candidate in New Testament at the University of Gloucestershire, and Adjunct Instructor of New Testament Greek at Asbury Theological Seminary. Connect at [mattoreilly.net](http://mattoreilly.net) or follow @mporeilly.

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**ACTS OF THE RESULTS OF THE VOTE FOR THE RATIFICATION OF THE CONSTITUTION OF ÉGLISE BAPTISTE BÉTHANIE DE FORT LAUDERDALE.**

We, the members of Église Baptiste Béthanie de Fort Lauderdale, attest that the vote for the ratification of the Church Constitution was made in a democratic way.

We make this solemn commitment before God to respect the majority decision of the vote.

**Matthew 18:18-20** Truly, I say to you, whatever you bind on earth shall be bound in heaven, and whatever you loose on earth shall be loosed in heaven. 19 Again I say to you, if two of you agree on earth about anything they ask, it will be done for them by my Father in heaven. 20 For where two or three are gathered in my name, there am I among them.”

**Approved by 94% of the Active  
Members  
on January 29, 2017**