



Lakeside
CHRISTIAN CHURCH

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**Lakeside Christian Church Constitution
June 3, 2009**

Revised June 3, 2009

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Article 1

Object and Name

As believers in Christ, associated to maintain public worship, provide religious instruction and promote the Kingdom of God according to the Scriptures, this Church is organized as the Lakeside Christian Church of Lakeside Park, Kentucky. This Church adheres to and recognizes the canonical writing of the Old and New Testament as the revealed word of God, and as the only unerring guide and standard of Christian faith and life.

This Church is a local autonomy and is not connected with any state or national ecclesiastical religious or quasi religious organization or corporation.

Article II

Membership

Section 1. Anyone may become a member after having made a public confession that he believes in Christ as the only begotten Son of God and his Saviour, and accepts the Bible as the rule of his faith and action, and has been duly immersed or, having previously submitted to the above, has received the right hand of fellowship by a minister or an elder of the Church.

Section 2. All members shall be considered active members who are supporting this Church by attendance at meetings of worship and by contributions, either monetary or personal service. The word "Church" as herein found shall for all matters of business mean the congregation of members found on the Active Member Roll as kept by the Recording Secretary. It is further provided that the books containing the records of the members of the Church as kept by the Recording Secretary shall always be open to any member, active or inactive, but are not to be taken from his supervision. The list of such members with their addresses shall herein be known as the Active Member Roll.

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Section 3. If a member has not attended a regular service of the Church or has not communicated with the minister or elders of the Church in such a way as to reveal interest or sincerity over a period of one year, after due effort had been made during the year to encourage him or her through various organizations, his or her name shall be automatically removed from the Active Member Roll, and placed on the Inactive Member Roll. Members on the Inactive Member Roll shall not be entitled to vote in any Church meetings.

Section 4. Any active member, sixteen years of age or over, shall have the right of voice and vote at all regular and special meetings of the Church.

Section 5. It shall be the duty of every member to earnestly endeavor by the aid of God's Word to lead a faithful and consecrated Christian life; to diligently endeavor to attend all services of the Church in the House of God; and to regularly participate in the Lord's Supper.

Article III

Elders

Section 1. Elders shall be elected at the regular annual meeting of the Church to serve for the term of four (4) years. All newly elected Elders will assume their duties on July 1. The number of Elders shall increase with the size of the congregation, as men become willing and meet the requirements. In case of a vacancy appearing for any reason, the Board of Elders may fill such a vacancy for the unexpired term of the member causing such a vacancy.

Section 2. In the main, Elders are to shepherd the flock, feed the flock, guard the flock, and watch the flock, as set forth in the New Testament Scriptures. It shall be the duty of the Elders to create and maintain a vision, set direction and policy consistent with New Testament Scriptures, oversee the Ministry Council and work with the ministry Teams to foster and assure operations consistent with the Church goals.

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Section 3. Any candidate for the eldership must make known to the Nominating Committee before his name is presented to the Church, that he believes, agrees with, and promises to uphold without reservation: Article I and Article II, Section 1.

Article IV

Deacons and Servant Leaders

Section 1. Any active adult member of the Church may be appointed to be a Servant Leader by the Board of Elders. Any active make Servant Leader is eligible for appointment to the position of Deacon by the Board of Elders.

Section 2. Certain male servant leaders shall be appointed to the position of Deacon signifying leadership of key spiritual ministries in the Church. These appointments will serve as training ground for Deacons to grow and to be observed for potential higher leadership responsibility.

Section 3. Servant Leaders shall be appointed to fill specific ministries and/or tasks by the eldership. It shall be the duty of the servant leaders to assist the eldership in various fields and promote the programs of the Church as set forth in scripture.

Section 4. Servant Leaders must be believers actively involved in the local fellowship. They must uphold scripture as the revealed Word of God and the only guide of the Christian faith and life. They will work cooperatively with the Board of Elders and fulfill their tasks to the best of their ability, reporting on a regular basis to the Board of Elders as appropriate.

Section 5. Servant Leaders will attend Ministry Council meetings as called by the Board of Elders, unless prohibited by legitimate reason. Terms of service can be up to one year with possibility of renewal. Servant Leaders must promise to uphold without reservation Article I and Article II Section 1.

Article V

Trustees

Section 1. The Trustees shall have charge of all legal documents and papers; and perform such other duties as pertaining to the major indebtedness. (A major indebtedness is such that cannot be met out of the General Fund during the current budget year.) These duties shall be exercised under the direction of the Board of Elders subject to the approval of the Church. A representative from the Trustees shall make a report to the Board of Elders each month in which they transacted business. These duties shall and do hereby include, but are not limited to, the authority to execute instruments evidencing the borrowing of money, the mortgaging of real property and improvements thereon, and the granting of a security interest in all types and kinds of fixtures, furnishings, and personality on behalf of the corporation.

Section 2. Trustees shall be elected at the regular annual meeting of the Church to serve for the term of three (3) years. All newly elected Trustees will assume their duties on July 1. In case of a vacancy appearing for any reason, the Board of Elders may fill such a vacancy. One Trustee shall be elected each year for a three year term. Three Trustees total.

Section 3. Any candidate for trustee must make known to the Nominating Committee before his name is presented to the Church, that he believes, agrees with, and promises to uphold without reservation: Article I and Article II Section 1.

Article VI

Ministers

Section 1. Each minister shall be a member of the Church of Christ or Christian Church (non-denominational) and must believe without reservation in the full and final inspiration of the Bible to the extent that it is to him the infallible Word of God and therefore the all-sufficient rule of faith and practice; he must believe unreservedly in the Deity and Supreme Authority of Christ, and he must believe and accept without reservation Article I and Article II Section 1.

Section 2. It shall be the duty of each minister to have at heart the welfare of the Church in every respect. Each minister shall be responsible to the Board of Elders for performance of the duties of his office and the character of his doctrinal teaching.

Section 3. The senior minister shall conduct services regularly. He shall guide and promote the work of the Church and the staff.

Article VII

Ministry Council

Section 1. All the Elders and Servant Leaders shall together compromise the Ministry Council and shall meet periodically to coordinate ministries pertaining to the welfare of the Church.

Section 2. Oversight of the Ministry Council shall be the Chairman of the Board of Elders. The dates and frequency of the Ministry Council meetings will be arranged in advance by the Chairman of the Board of Elders.

Article VIII

Elections

Section 1. Senior minister may be called by a two-thirds (2/3) favorable majority of the active membership as stated in Article II, Section 4 at any duly called meeting of the Church, provided the following prescribed procedures have been carried out. In the event of a vacancy (meaning acceptance of call, death, resignation, or termination) in the pulpit, the Chairman of the Board of Elders shall appoint a Pulpit Committee consisting of **at least six** active members of the Church of whom three must be Elders **and one must be the outgoing Senior Minister or an Associate Minister.** **An Elder shall preside over the Pulpit Committee.** The Pulpit Committee shall fully acquaint themselves with the man to be considered, and after unanimous approval recommend his name to the Board of Elders. The man's name may not be presented to the Church for its approval until his name has been approved by a two-thirds (2/3) majority of the Board of Elders. After said candidate had preached one or more sermons, the Board of Elders is to once again reach a two-thirds (2/3) favorable majority before his name is presented to the Church for approval, as stated above. Only one candidate shall be presented at a time. The eldership shall provide interim preaching until a new minister is on the field. The Senior Minister's services may be terminated upon sixty (60) days notice by majority vote of the Church at a regular or special business meeting or by the Senior Minister. Any resignation of the Senior Minister shall be in writing and shall provide a sixty (60) day notice.

Section 2. To call or to replace a Minister, other than Senior Minister, shall be in the following manner. The Chairman of the Board of Elders shall appoint a Search Committee consisting of **at least** five active Church members of whom one must be an Elder **and one is the Senior Minister or Associate Minister delegated by the Senior Minister.** The Search Committee shall full acquaint themselves with the man to be considered, and after unanimous approval recommend him to the Board of Elders. The man **can then be approved for hire** by a two-thirds (2/3) majority vote of the Board of Elders. **Once approved, the congregation will be informed by the Senior Minister or the Chairman of the Board of Elders.** Each minister's services may be terminated upon thirty (30) days notice by majority vote of the Board of Elders. Resignation of the minister shall be in writing and shall provide a thirty (30) day notice.

Section 3. To call or to replace a professional staff position, other than Minister, shall be in the following manner. The Chairman of the Board of Elders shall appoint a Search Committee consisting of **at least** five active Church members of whom one must be an Elder **and one is the Senior Minister or Associate Minister delegated by the Senior Minister.** The Search Committee shall fully acquaint themselves with the person to be considered, and after unanimous approval recommend them to Board of Elders. The person **can then be approved for hire** by a two-thirds (2/3) majority vote of the Board of Elders.

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Section 3 continued.

Once approved, the congregation will be informed by the Senior Minister or the Chairman of the Board of Elders. Each professional staff's services may be terminated upon sixty (60) days notice by majority vote of the Board of Elders. Resignation of the professional staff shall be in writing and shall provide a thirty (30) day notice.

Section 4. Elders and Trustees shall be elected by a majority vote of the Church in any duly called business meeting providing they have been examined and recommended by the Nominating Committee and have received a majority favorable vote of the Board of Elders at a regular or called meeting thereof.

Section 5. Elders, when their term expires shall be excluded from the Board of Elders for at least one year before they are permitted to hold a position on the Board of Elders again. This does not mean that at the end of one year their names will automatically be up for re-election, but his name must be submitted to the Nominating Committee the same as any other name.

Section 6. A service for the ordination of all newly elected Elders shall be held on a Sunday, following their election, as soon as convenient arrangements can be made.

Section 7. If a man has been ordained as an Elder or Deacon of the Christian Church or Church of Christ, non-denominational, it will not be necessary for him to be re-ordained.

Article IX

Annual Meeting of the Church

Section 1. There shall be held each year, the first Wednesday night in June, during a regular service, a general meeting of all members of the Church, as far as possible, which shall be known as the regular Annual Meeting of the Lakeside Christian Church of Lakeside Park, Kentucky. The purpose of this meeting shall be for the hearing of ministry reports of the Church (said reports may be printed and made available for each member present in order to conserve time), election of the Elders and Trustees, and to transact such other business as may legally come before it.

Section 2. It is hereby provided that any number of active members of the Church present at the regular Annual Meeting shall be considered a quorum.

Section 3. Special meetings of the Church for transaction of urgent or unusual business may be called by either of the following methods: by the recommendation of the Board of Elders or upon a written request signed by at least forty (40) percent of the active members of the Church. All business transacted at such meeting shall be binding and have the same force as if transacted at a regular Annual Meeting of the Church provided written notice of such meeting has been given seven days prior to date of the meeting and such notice shall contain the time and place of meeting and no other business may be considered aside from that stated in the call. For those eligible to vote in annual or special meetings, see Article II Sections 2, 3 and 4.

Section 4. All business meetings shall be presided over by the Chairman of the Board of Elders, and in his absence or inability to act, the Vice Chairman shall act. In the absence of both, a presiding Board of Elders member shall be elected by the majority vote of the Board of Elders members present.

Article X

Organization of the Board of Elders

Section 1. At a regular or called meeting of the Board of Elders within ten (10) days after the Annual Meeting of the Church in June, the next term's Board of Elders shall organize, installing from their number the Chairman-Elect from the prior year as Chairman for the new year, electing a Chairman-Elect and a Secretary.

Section 2. The duties of the Chairman shall be to preside at the Annual Meeting of the Church. He shall preside at all meetings of the Board of Elders. The Chairman of the Board of Elders can call special meetings of the Board of Elders when in his judgment the urgency of the situation demands, or at the request of one-third (1/3) of the members of the Board of Elders. For special meetings, all the members of the Board of Elders must be notified by mail, phone or personally. The Chairman of the Board of Elders shall be ex-officio member of all ministries, having full voting power.

Section 3. It shall be the duty of the Chairman-Elect to preside in the absence of the Chairman and assist in any way consistent with his abilities as requested by the Chairman.

Section 4. It shall be the duty of the Secretary to note the members present at all regular and special meetings, to keep the minutes of the Board of Elders, and to promote such other duties as required of him by the Board of Elders not inconsistent with the position of Secretary. Also, the Secretary shall preside in the absence of the Chairman and the Chairman-Elect.

Article XI

Various Items of Importance

Section 1. No smoking shall be permitted in any part of the Church Building at any time.

Section 2. All activities in the name of Lakeside Christian Church shall be under the jurisdiction of the Board of Elders. All amusements, entertainment, socials, picnics, etc., of whatsoever nature or description, shall be conducted in a manner devoid of offense and in accord with the highest Christian standards.

Section 3. Organizations not associated with Lakeside Christian Church must have approval of the Board of Elders for the use of the Church facilities.

Section 4. Freedom of missionary preference is limited to those missions, individuals, organizations, etc., that teach and believe those things contained in Article I, Article II Section 1 of this constitution.

Article XII

Church Treasurer

Section 1. The Church Treasurer shall be appointed by the Board of Elders for a one year term beginning July 1. The Treasurer can serve a maximum of three (3) consecutive terms.

Article XIII

Recording Secretary

Section 1. The Church Recording Secretary shall be appointed by the Board of Elders for a one year term beginning July 1.

**BY-LAWS
OF THE
Lakeside Christian Church
Lakeside Park, Kentucky**

Article I

“Ministry System” Definition

Section 1. The “Ministry System” is a functional organization design which allows the focus to be placed upon task performance and service. It identifies the needs our congregation should attempt to meet with consideration for those within the Body and those outside the Body.

Section 2. The “Ministry System” is patterned after the New Testament concept of leadership by serving and modeling. The needs of the early Church were two-fold: oversight and service.

Section 3. The Board of Elders will act as overseers of the “Ministry System”.

As overseers, the Board of Elders will:

- a) Approve new ministries
- b) Assure that all ministries are based on Biblical principles and conducted in harmony with the Mission Statement of the Church.
- c) Encourage and foster participation by all members of the Church.
- d) Delegate authority to Ministry Teams to conduct their respective ministries. This method of delegation keeps decision-making close to functional areas of responsibility.

Article II

“Ministry System” Objectives and Procedures

Section 1. Existing Ministries.

As soon as possible after the Annual Meeting of the Church in June, and not later than July 31 of the new Fiscal Year, the Eldership in conjunction with the Church staff shall organize each ministry to be carried over into the new year into groups of related ministries, appoint an overseer (Elder) for each group, and have the overseer recruit a team leader for each ministry. All Ministry team leaders are required to review the prior year's “Ministry Description” and, if necessary, write a new purpose statement, scope, specific tasks that must be performed, and an action plan for their accomplishment. The “Ministry Description” shall include the names of all team members.

Section 2. New Ministries.

New ministries will be established following the procedures outlined below:

1. All new ministry concepts must be brought before the board of Elders at a regular meeting by a Sponsor, Elder, or Minister of the Church. The Sponsor must have the following information available for review when presenting the new mission opportunity.
 - a) Need for the Ministry. What will this Ministry accomplish?
 - b) Purpose statement. Why is this ministry needed?
 - c) Specific tasks to be performed. What will be implemented?
 - d) Action plan. How many members, how organized, timing for tasks, method to monitor results?
 - e) Financial impact of Ministry opportunity. What is the cost?
2. The Board of Elders will act upon the report of the Sponsor and either ask for more information or act upon the request. If the request is denied, a written response will be provided through the Sponsoring Elder to the requesting group explaining why the proposed ministry can not be implemented at this time. If approved, the new ministry will be assigned to an Overseeing Elder and a team leader will be appointed. The Overseer will work with the team leader in getting the new ministry started.

Article III

Duties of Key “Ministry Teams”

Missions

The team leader of the Missions Ministry shall be an Elder. It shall be the duty of the Missions Ministry to stay informed as to the needs of respective missionary stations and benevolent institutions and recommend expenditures as they deem beneficial to the Lord’s work. The Missions Ministry shall make a report of their activities and expenditures to the Annual Meeting of the Church in June.

Adult Education

The advisor for the Adult Education Ministry shall be the Minister of Adult Education. The Adult Education Ministry shall be responsible for planning and coordinating all aspects of adult education. This ministry shall assure that all teachers are qualified and review all lesson material to determine if it is based upon sound Biblical principles. This ministry will be responsible for establishing an adult teacher training and recruitment program to meet the needs of the expanding requirement for adult education and small group leadership. The ministry will be responsible for establishing adult Sunday School special programs to address subjects of general and special interest.

Nominating

The team leader of the Nominating Ministry shall be an Elder. The Nominating Ministry shall consist of the Senior Minister, or his delegate, and at least four members from the Church, two of whom are Elders. This ministry is responsible for obtaining names of scripturally qualified men from the Church for the position of Elder. This ministry is responsible for interviewing candidates for Trustee.

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Nominating Ministry continued.

The following procedure shall be used as a guideline:

- a) Once the Nominating Ministry team is established, it shall select a secretary who is responsible for publishing the names of the members of the committee in the Church Bulletin and Paper at least six months before the Annual Meeting.
- b) The Ministry team leader will present the names of the candidates to the Board of Elders for their approval.
- c) Once approved, the Nominating Ministry will interview the candidates and their wives and review with them the scriptural responsibilities of an Elder.
- d) The Nominating Ministry will present the names of the candidates to the Church at the Annual Meeting in June for approval by secret ballot.
- e) Distribution, counting and destruction of ballots is the responsibility of this ministry.

Finance

The purpose of the Finance Ministry is to manage Church finances. They prepare a consolidated budget for approval by the Board of Elders and the Church at the Annual Meeting. They approve, revise or disapprove all proposed expenditures up to the dollar limits granted to them by the Board of Elders. Expenditures above this limit must be approved by the Board of Elders. The Finance Ministry shall determine the latitude each ministry team leader had in the expenditure of their budgeted funds.

The Finance Ministry shall be responsible for counting and directing the financial secretary.

Transportation

The Transportation Ministry shall manage the operations of all Church vehicles. The ministry has the responsibility for the safety and maintenance of the vehicles. The ministry must maintain a log for the vehicles and approve any long trips or large group outings, based upon the safety of the group using subject vehicle. The Transportation Ministry shall be responsible for securing alternate transportation if the Church vehicles are not available or suitable for a specific need.

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Transportation Ministry continued.

This ministry will be responsible for establishing cost for usage, if deemed necessary, to provide the proper type of equipment within the budget constraints of the ministry.

This ministry shall be responsible for reviewing the lease agreements and making recommendations on increasing or decreasing the size of its fleet as needed.

Youth

The advisors for the Youth Ministry Teams shall be the Youth Minister(s) and Children's Director(s). They are responsible for assuring that the ministry needs of all children, youth and young adults are met. This includes:

- a) Identifying Needs
- b) Organizing into Teams/ Departments
- c) Recruiting team members
- d) Monitoring for successful execution

Children's Director(s) is responsible for programs ministering to the children below the 6th grade. Some identified areas are listed as follows:

- Sunday School Curriculum and Teachers
- Sunday Evening Youth Groups and Sponsors
- Wednesday Evening Curriculum and Teachers
- Children and Youth Choirs
- Nursery Teachers and Helpers
- Toddler Teachers and Helpers
- Vacation Bible School
- Summer Camp

Youth and Young Adult Minister(s) is responsible for programs ministering to the youth of 6th grade through college age. Some identified areas are listed as follows:

- Sunday School Curriculum and Teachers
- Sunday Evening Youth Groups and Sponsors
- Wednesday Evening Curriculum and Teachers
- Summer Camp
- Special Retreats and Activities

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Music

The advisor of the Music Ministry Teams shall be the Minister of Music. The Music Ministry shall have the responsibility for the recommendation for acquisition, maintenance, training of operators, and disposition of all musical instruments, audio, video and lighting systems owned by the Church.

Some identified areas of the Music Ministry are listed as follows:

- Adult Choirs
- Accompanists
- Hand Bell Choir
- Orchestra
- Vocal Ensembles
- Music Literature
- Sound System
- Radio Ministry
- Tape Ministry
- Video Ministry
- Concert Ministry
- Theatrical/ Music Productions

Administration

The advisor of the Administration Ministry Teams shall be the Minister of Administration. The Minister of Administration assures that all physical aspects of the plant and facilities run effectively in support of the spiritual ministries of the Church. The Minister of Administration will organize and recruit team members for areas of responsibility such as those listed below:

- Finance
- Food Service
- Library
- Office Management
- Physical Plant
- Staff Management
- Transportation

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Other Ministries

There are more than 75 identified ministries, at this time, and the list is growing as new ministry needs are identified and "Ministry Teams" established. Additional ministry descriptions may be added to the section, upon recommendation by the Board of Elders. For information on "Ministry Teams", contact an Elder or a member of the Church Staff for a copy of a specific "Ministry Description" or to inquire about a new ministry need.