

# LIFESPING CHURCH CONSTITUTION & BYLAWS

## CONSTITUTION

Revised: September 10, 2017

### PREAMBLE

We establish this constitution to clearly identify the beliefs and objectives which unite us as Christians, to ensure that this body of believers is governed in an orderly manner, with the rights and liberties of each member safeguarded, and to promote a spirit of cooperation which will glorify Jesus and advance His kingdom. The Holy Bible shall be our supreme governing authority. In addition, as a body, we will conduct our day-to-day business according to this Constitution, the Church Bylaws, and the Church Policy and Procedure Manuals.

### ARTICLE I - NAME

This body shall be known as the LifeSpring Church. In this document, LifeSpring Church is also referred to as LSC. This body also retains the rights to our former name, West Bellevue Baptist Church, officially changed on May 4, 1997, and West Bellevue Church, officially changed December 10, 2000.

### ARTICLE II - VISION & PURPOSE

#### Our Vision

*We exist to advance the Gospel of Jesus Christ by making disciples to the ends of the earth.*

#### Our Purpose

*To lead people to become fully committed followers of Jesus Christ.*

We will accomplish this purpose by focusing on the activities of the New Testament church:  
(Acts 2)

**Evangelism/Missions** – *To take the good news of Jesus Christ to the ends of the earth, beginning with our community. (Matthew 28: 18-20; Acts 1:8)*

**Discipleship** – *To equip believers toward maturity and ministry through the study and application of God's Word. (Ephesians 4:11-13)*

**Worship** – *To worship in spirit and in truth in public services and throughout the week in our daily lives. (John 4:24)*

**Ministry** – *To enable and encourage believers to serve the physical, emotional and spiritual needs of others. (Ephesians 6:7; 1 Peter 4:10-11)*

**Fellowship** – *To encourage believers to pray for, support and spend time with each other as the family of God. (Hebrews 10:24-25)*

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## ARTICLE III - GOVERNMENT & AFFILIATION

### SECTION 1. Polity

Being led by the Holy Spirit through our interpretation of the Holy Scriptures, this body of believers is subject to the control of no other religious body. LSC is an autonomous church which voluntarily cooperates with the Heartland Church Network, the Kansas-Nebraska Convention of Southern Baptists, and the Southern Baptist Convention (SBC).

### SECTION 2. Organization

This church is incorporated as a nonprofit institution and shall elect or appoint such officers and other leaders as necessary for operation. The terms of office and duties of the officers and leaders shall be prescribed in the Bylaws and/or Church Policy and Procedure Manuals.

## ARTICLE IV - STATEMENT OF FAITH

We affirm the Holy Bible as the inspired Word of God; His Word is the only basis for our beliefs. LSC recognizes the 2000 *Baptist Faith and Message* as a general statement affirming our basic Christian doctrine.

## ARTICLE V - CHURCH COVENANT

Having received Christ as my Lord and Savior, having been baptized by immersion as a believer, and being in agreement with LifeSpring Church's statements, strategy, and structure, I now feel led by the Holy Spirit to unite with the LifeSpring Church family. In doing so, I commit myself to God and to the other members to be a faithful disciple of Christ and to strive to do the following:

### 1. I will protect the unity of my church

a) by acting in love toward other members

- "A new command I give you: Love one another. As I have loved you, so you must love one another. By this all men will know you are my disciples, if you love one another." John 13:34-3*

(All scripture references are from the New International Version)

b) by refusing to gossip

- "Do not let any unwholesome talk come out of your mouths, but only what is helpful for building others up according to their needs, that it may benefit those who listen." Ephesians 4:29*

c) by upholding the elected and/or appointed leaders

- "Obey your leaders and submit to their authority. They keep watch over you as men who must give account. Obey them so that their work will be a joy, not a burden, for that would be of no advantage to you." Hebrews 13:17*

d) by praying for each other faithfully

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- “And pray in the Spirit on all occasions with all kinds of prayers and requests. With this in mind, be alert and always keep on praying for all the saints.” Ephesians 6:18*

### 2. I will share the responsibility of my church

- a) by praying for the fulfillment of the Great Commission
  - “Therefore go and make disciples of all nations, baptizing them in the name of the Father and the Son and of the Holy Spirit, and teaching them to obey everything I have commanded you. And surely I am with you always, to the very end of the age.” Matthew 28:19-20*
- b) by inviting the unchurched to attend
  - “Go to the street corners and invite to the banquet anyone you find.” Matthew 22:9*
- c) by readily receiving those who visit
  - “He who receives you receives me, and he who receives me receives the one who sent me.” Matthew 10:40*
- d) by seeking ways to share my faith
  - “But in your hearts set apart Christ as Lord. Always be prepared to give an answer to everyone who asks you to give the reason for the hope that you have. But do this with gentleness and respect...” 1 Peter 3:15*
- e) by participating regularly in the business of the church
  - “Now you are the body of Christ, and each one of you is a part of it.”*  
*1 Corinthians 12:27*

### 3. I will serve in ministry as led by God

- a) by discovering my spiritual gifts
  - “There are different kinds of gifts, but the same Spirit.” 1 Corinthians 12:4*
- b) by developing my gifts through training
  - “For this reason I remind you to fan into flame the gift of God...” 2 Timothy 1:6*
- c) by using my gifts in a LSC ministry
  - “This service that you perform is not only supplying the needs of God’s people but is also overflowing in many expressions of thanks to God.” 2 Corinthians 9:12*
- d) by serving those whom God places in my daily path
  - “Be dressed, ready for service and keep your lamps burning,...” Luke 12:35*

### 4. I will uphold the integrity of my church

- a) by attending faithfully
  - “Let us not give up meeting together, as some are in the habit of doing, but let us encourage one another...” Hebrews 10:25*
- b) by living a godly life

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- *“Whatever happens, conduct yourselves in a manner worthy of the gospel of Christ.”  
Philippians 1:27*

c) by giving regularly

- *“...see that you also excel in this grace of giving.” 2 Corinthians 8:7*

d) by honoring God in my home, family, and marriage

- *“...But as for me and my household, we will serve the LORD.” Joshua 24:15*

### **ARTICLE VI - LEGAL AUTHORITY**

The voting membership of LSC constitutes the basic legal authority in the church. This basic legal authority includes the power to delegate specific authority to elected and appointed leaders for carrying out the total ministry of LSC, both spiritual and secular. All authority not specifically delegated by this Constitution or the church Bylaws is retained by the voting membership. Hereafter in this document, a quorum shall be defined as at least ten percent of eligible, active voting members. Voting by proxy is prohibited. Absentee ballots shall be accepted for special circumstances where a member is geographically or medically unable to attend the meeting. (e.g., member deployed, hospitalized, on mission trip, etc.) Absentee ballots will be made available on the church website and by the Church Clerk. Absentee ballots must be submitted to the Church Clerk prior to the vote.

### **ARTICLE VII - DISPOSITION OF PROPERTY**

#### **SECTION 1. Doctrinal Division**

In case of doctrinal division, the property shall belong to that portion of the members abiding by the statement of faith articulated in Article IV – Statement of Faith of this constitution, even if that portion is a minority.

#### **SECTION 2. Nondoctrinal Division**

1. Majority Rule. In case all portions of the membership abide true to the statements of faith, the majority shall rule, in accord with the principles of the Constitution and the Bylaws, and the majority shall be entitled to the property in case of division. It is contemplated that if the rules of our Savior are followed as to reconciliation, there shall be no need for division in this sense, and we pledge ourselves to seek His way.
2. New Church Starts. Since LSC encourages planting other New Testament, SBC churches, establishing a new church may honestly be the most constructive solution to irresolvable/irreconcilable differences.

#### **SECTION 3. Dissolution**

In case of a vote to dissolve LSC, it is hereby agreed the property belonging to this church shall

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be transferred either to the Heartland Church Network or the North American Mission Board of the Southern Baptist Convention for their use as they deem appropriate.

### **ARTICLE VIII - AMENDMENTS**

Changes to this Constitution and Bylaws may be made at any business meeting of the church, provided such amendment(s) shall have been presented in writing at a previous business meeting, held at least one month before the vote, and copies of the proposed amendment(s) furnished to each member present. Changes may be made by two-thirds of the quorum present and voting.

### **ARTICLE IX - PERIODIC REVIEW**

This Constitution and these Bylaws shall undergo periodic review as outlined in the Church Board policies. If revisions are warranted, such revisions shall be presented in accordance with Article VIII - Amendments.

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## BYLAWS

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### BYLAW I. MEMBERSHIP

#### SECTION 1. General

Membership in this church shall consist of all persons who have met the qualifications for membership and are listed on the membership roll.

In concert with the pastoral staff, the Board will vote on all membership matters.

#### SECTION 2. Qualifications for Membership

- a. Personal commitment of faith in Jesus Christ as LORD and Savior.
- b. Baptism by immersion following the conversion experience.
- c. Completion of the church's membership class.
- d. A signed commitment to abide by the Church Covenant.

These qualifications shall apply to new believers as well as those transferring from other churches.

A list of potential church members will be presented to the congregation for informational purposes. This will occur at least two weeks prior to approval by the pastors and vote of the Church Board.

#### SECTION 3. Designation of Membership

In an effort to properly reflect the membership of LSC, two rolls shall be maintained and updated periodically.

- a. Active Members: All members who are currently active in the church and abiding by the Church Covenant.
- b. Inactive Members: Members who have become inactive as a result of relocation or choice and have not joined another church. LSC will retain members on the inactive list for a period of two years before they are removed from membership, unless a request for removal or transfer has been received. Reasonable efforts will be made to contact individuals before removal.

#### SECTION 4. Responsibilities of Members

All members shall strive to fulfill the LSC Church Covenant.

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## **SECTION 5. Rights of Membership**

Membership entitles every person to equal rights, privileges, treatment, and opportunity. These rights include voting, opportunities for service and leadership, and accountability to a local body. Members under the age of 13 may not vote. Each member 13 years and older is entitled to one vote.

## **SECTION 6. Discipline of Members**

Should conflict arise between members the aggrieved member(s) shall follow in tender spirit the rules given by our Lord in the 18<sup>th</sup> chapter of Matthew. If the person(s) have met and could not resolve the conflict, the aggrieved member(s) shall contact a member of the pastoral staff, who in association with the Lead Pastor, shall work to reconcile the members. These attempts to reconcile shall be kept in strict confidence. Every reasonable effort shall be made to bring the member(s) to repentance and good standing. All such proceedings shall be filled with a spirit of Christ-like kindness, tenderness, and conduct. If the offender remains unrepentant, the pastors shall admonish the offender and may, in concert with the Board, terminate the offender's membership.

## **SECTION 7. Termination of Membership**

In concert with the pastoral staff, the Board will vote on all membership termination matters.

- a. Upon request by another Bible-based, New Testament church, the church clerk shall grant a letter of transfer for members in good standing.
- b. A member may request to be released from his/her covenant obligations to this church. In this case, the request shall be granted and his/her membership terminated.
- c. Should some serious condition exist which could cause a member to become a liability to the general welfare of the church, every reasonable measure will be taken by the Lead Pastor and appropriate pastoral staff as needed to resolve the situation in accordance with Section 6 above. If the welfare of the church is best served by exclusion of the member, the Board, upon recommendation of the pastoral staff, may terminate membership.
- d. Upon the death of any member, the church clerk will remove the member's name from the active or inactive roll.

## **BYLAW II. PASTORS**

### **SECTION 1. Lead Pastor**

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- a. The Lead Pastor is the under-shepherd of Christ's local church and is recognized as the spiritual leader of the church and its ministries.
- b. The Lead Pastor shall have responsibility for preaching, providing pastoral care, administering the ordinances, directing the work of church staff, inviting all pulpit guests, and overseeing the general direction of the church and its members. He shall serve as a voting ex-officio member of all organizations and committees in the church except for the LSC Board.
- c. Whenever a vacancy occurs, a Lead Pastor shall be chosen and called as follows: A Pastor Search Committee shall be formed from the membership and elected at a business meeting called for that purpose. At least three (3), but no more than four (4), of the seven (7) members on the committee must be of the same gender. The committee shall bring to consideration only one man at a time. The candidate selected by the search committee will be identified in writing to the Board. The Board will develop a compensation package and provide an offer letter to the candidate. Election of a new Lead Pastor will occur at a business meeting called for that purpose. At least two-week's written notice prior to the meeting shall be provided to the congregation. An affirmative vote of 75% of the votes cast members present and voting shall constitute a call.
- d. The process for termination of the Lead Pastor shall be as follows: After prayerful consideration and recommendation by the Board, along with input from the congregation, a business meeting shall be called for this purpose. Termination will result when at least 75% of votes cast are in favor of dismissal.

### **SECTION 2. Associate Pastor(s)**

- a. Recognizing the possibility of future growth and/or staff transition, the church may call men to serve as associate pastors in various ministry areas. Whenever an associate pastor is required, a job description will be created by the Lead Pastor working in concert with the Board. The Board will form a search committee in concert with the Lead Pastor or, at the Lead Pastor's discretion, the Board will serve to bring forth a nomination. In either case, the voting guidelines in Section 1, paragraph c above will be followed. The Lead Pastor will have supervisory responsibilities over all associate pastors.
- b. The process for termination of an associate pastor shall be as follows: After prayerful consideration and unsuccessful attempts to bring resolution by the Lead Pastor and Board, a business meeting shall be called for this purpose. Termination shall result when at least 75% of votes cast are in favor of dismissal.

### **BYLAW III. CHURCH OFFICERS**

All officers of this church shall be members of LSC.

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## **SECTION 1. Church Board**

The Church Board, hereafter known as “the Board” shall provide accountability and oversight for the legal, financial, and liability matters of the church, as well as for buildings, grounds, properties, and human resources. The Board will hold, in trust, the property of the church. The Board shall have no power to buy, sell, mortgage, lease, or transfer any real property without a specific vote of the church authorizing each action. It shall be the function of no less than three designated Board members to serve as signatories. The signatories will affix their signatures to legal documents involving the sale, mortgaging, purchase, or rental of property or other legal documents where Board members’ signatures are required. The Board shall also oversee human resource policies, staffing, and compensation. It shall provide guidance in the event of conflict between staff members or church members and staff. The Board, in concert with the Lead Pastor, will establish search committees assist the Lead Pastor in establishing search committees or a screening body for pastoral positions.

The Board will be comprised of a minimum of five active church members to properly fulfill the duties above. As needed, the Board may convene ad hoc committees to carry out its duties. LSC pastoral staff will not serve as LSC Board members. However, the LSC Lead Pastor will attend Board meetings as a non-voting participant. If the Lead Pastor and the current Board members decide it would be beneficial to add additional Board members they may begin a process to augment the Board. Should a Board member resign before the expiration of his or her three-year term, a new member will be elected to fill the unexpired term. If the unexpired term is less than 18 months the new Board member will fulfill the unexpired term and will be eligible for election to two subsequent terms.

Board members will be elected to three-year terms. Board members may serve two full consecutive terms, after which they will rotate off the Board for at least one year. There is no limit on the number of terms a member may serve.

The congregation will be notified of Board vacancies before candidates are selected to allow for possible recommendations. Candidate recommendations will be brought to the Board for approval. Upon approval, the Board will present the candidate name(s) and biographical information to the congregation, two weeks prior to the vote. Board members must be approved by a congregational vote in accordance with Article VI – Legal Authority, of the LSC Constitution.

## **SECTION 2. Treasurer**

The Board shall nominate a member for election to a three-year term. There is no limit on the number of terms a person may serve as Treasurer. The treasurer shall carry out all duties as outlined in the LSC Financial Policy. The Treasurer shall provide a summary of receipts and disbursements at the annual business meeting and quarterly for informational purposes. This may be done in print, electronically, and/or from the pulpit.

## **SECTION 3. Clerk**

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The Board shall nominate a member for election to a three (3) year term. There is no limit on the number of terms a person may serve as clerk. The Church Clerk will keep in suitable form a record of all membership transactions of the church. The Clerk is responsible for keeping a register of the names of members, with dates of admission, transfer, termination or death, and a record of baptisms. The Clerk will issue letters of transfer, record minutes at all business meetings, and preserve on file a record of those minutes. All church records are the property of the church. For informational purposes, a quarterly membership report shall be presented to the congregation. This may be done in print, electronically, and/or from the pulpit.

### **BYLAW IV. BUSINESS MEETINGS**

The church conducts two types of business meetings, annual and special. In order for a matter of business to be considered at either type of meeting, the request must be submitted in writing, at least two weeks in advance, to the Lead Pastor and Board for consideration. An annual business meetings will be held to approve the budget and carry out any other business that the church needs to conduct. A two-week notice regarding the subject, date, time and location for the annual business meeting shall be given from the pulpit of each campus as well as in print and electronically.

Special business meetings may be held to consider business of a significant nature. A minimum one-week notice regarding the subject, date, time, and location for special business meetings shall be given from the pulpit of each campus as well as in print and electronically. The Lead Pastor, ~~deacons~~, or the Board may request a special business meeting. A quorum is as established in Article VI – Legal Authority, of the LSC Constitution.

The annual and/or special business meetings shall not be held in conjunction with the Sunday morning worship services.