

Articles of Guidance
For
EASTSIDE BAPTIST CHURCH

A Kentucky Nonprofit Religious Corporation

ARTICLE I

The name of the Corporation is Eastside Bethel Baptist Church (DBA Eastside Baptist). This Corporation will be further referred to in the Bylaws as the “Church.” The Church maintains its principal office at 2010 Catalpa Loop, Richmond, Kentucky

ARTICLE II

Mission, Vision, and Values

The mission of the Church is to help people become fully devoted followers of Jesus Christ, in authentic community for the good of the world (Acts 2:42-47).

The vision of the Church is to be the church for the unchurched.

Core Values

We value:

- **Biblical Authority:** God speaks to us through the Bible, and we recognize His Word as the final authority for our lives and ministry.
2 Timothy 3:16-17 (NIV) - All Scripture is God-breathed and is useful for teaching, rebuking, correcting and training in righteousness, so that the man of God may be thoroughly equipped for every good work.
- **People’s Eternity:** People matter to God; so we engage individuals where they are and share with them the good news about Christ.
Mark 10: 24 (NIV) – “For even the Son of Man did not come to be served, but to serve, and to give his life as a ransom for many.”
- **The Next Generation:** Starting with our families, through leadership and discipleship, we provide a nurturing and safe environment for preparing the next generation to share the Gospel and lead.
2 Timothy 2:2 (NLT) - "You have heard me teach many things that have been confirmed by many reliable witnesses. Teach these great truths to trustworthy people who are able to pass them on to others." (2 Timothy 1:5)
- **People’s Giftedness:** God has given each believer gifts and it is our responsibility to invest these gifts in helping others to be fully devoted followers of Christ.
1 Peter 4:10(NLT) - "God has given gifts to each of you from his great variety of spiritual gifts. Manage them well so that God's generosity can flow through you." (Ephesians 4:11-12; Romans 12:6-8)

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- **Campus & Community Small Groups:** Accountability, belonging, care, and spiritual growth happen best with an authentic community of relationally-connected believers, where the Holy Spirit is allowed to work.
Acts 2:46-47 (NIV) - Every day they continued to meet together in the temple courts. They broke bread in their homes and ate together with glad and sincere hearts, praising God and enjoying the favor of all the people. And the Lord added to their number daily those who were being saved.

- **Cultural Relevancy:** The church should use the current culture as a means to communicate the timeless principles of God’s Word.
1 Corinthians 9:20-23 (NLT) – “When I am with the Jews, I become one of them so that I can bring them to Christ. When I am with those who follow the Jewish laws, I do the same, even though I am not subject to the law, so that I can bring them to Christ. When I am with the Gentiles who do not have the Jewish law, I fit in with them as much as I can. In this way, I gain their confidence and bring them to Christ. But I do not discard the law of God; I obey the law of Christ. When I am with those who are oppressed, I share their oppression so that I might bring them to Christ. Yes, I try to find common ground with everyone so that I might bring them to Christ. I do all this to spread the Good News, and in doing so I enjoy its blessings.”

- **Creativity and Innovation:** The reach of the Gospel is deeper and wider by strategically leveraging non-traditional approaches to ministry and by continuous improvement of these unique approaches.
Proverbs 18:15 (NLT) – “Intelligent people are always open to new ideas. In fact, they look for them.” (Genesis 1:1)

- **Full Devotion:** God’s desire for every believer is to grow toward full devotion in Christ. Full devotion is evident by the way the believer uses their time, talent, treasure, and testimony for the glory of God.
Matthew 22:37-39 (NLT) – “Jesus replied, ‘You must love the Lord your God with all your heart, all your soul, and all your mind.’ This is the first and greatest commandment. A second is equally important: ‘Love your neighbor as yourself.’”

ARTICLE III

Statement of Faith

ABOUT GOD

God is the Creator and Ruler of the universe. He eternally exists in three personalities: the Father, the Son, and the Holy Spirit. These are co-equal and are one God (Gen 1:1, 26, 27; 3:22; Psalm 90:2; Matt 28:19; 1 Peter 1:2; 2 Cor 13:14).

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ABOUT JESUS CHRIST

Jesus Christ is the Son of God. He is co-equal with the Father. Jesus lived a sinless human life and offered Himself as the perfect sacrifice for the sins of all people by dying on a cross. He arose from the dead after three days to demonstrate His power over sin and death. He ascended to heaven's glory and will return again someday to earth to reign as King of Kings and Lord of Lords (Matt 1:22,23; Isaiah 9:6; Jn 1:1-5; 14:10-30; Heb 4:14, 15; 1 Cor 15:3-4; Rom 1:3-4; Acts 1:9-11; 1 Tim 6:14-15; Titus 2:13).

ABOUT THE HOLY SPIRIT

The Holy Spirit is co-equal with the Father and the Son of God. He is present in the world to make men aware of their need for Jesus Christ. He also lives in every Christian from the moment of salvation. He provides the Christian with power for living, understanding of spiritual truth, and guidance in doing what is right. He gives every believer a spiritual gift when they are saved. As Christians we seek to live under His control daily (2 Cor 3:17; Jn 16:7-13; 14:16-17; Acts 1:8; Eph 1:13; 5:18; Gal 6:25).

ABOUT THE BIBLE

The Bible is God's Word to us. It was written by human authors under the supernatural guidance of the Holy Spirit. It is the supreme source of truth for Christian beliefs and living. Because it is inspired by God, it is the truth without any mixture of error (2 Tim 3:16; 2 Peter 1:20-21; 2 Tim 1:13; Psalm 119:105, 160; Proverbs 30:5).

ABOUT HUMAN BEINGS

People are made in the spiritual image of God to be like Him in character. People are the supreme object of God's creation. All of us are marred by an attitude of disobedience toward God called "sin." This attitude separates people from God and causes many problems in life (Gen 1:27; Psalm 8:3-6; Isaiah 53:6; Rom 3:23; Isaiah 59:1-2).

ABOUT SALVATION

Salvation is God's free gift to us but we must accept it. We can never make up for our sin by self-improvement or good works. Only by trusting in Jesus Christ as God's offer of forgiveness can anyone be saved from sin's penalty. When we turn from our self-ruled life and turn to Jesus in faith, we are saved. Eternal life begins the moment one receives Jesus Christ into his or her life by faith (Rom 6:23; Eph 2:8-9; Jn 14:6; 1:12; Titus 3:5; Gal 3:26; Rom 5:1).

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ABOUT ETERNAL SECURITY

Because God gives us eternal life through Jesus Christ, the true believer is secure in that salvation for eternity. If you have been genuinely saved, you cannot “lose” your salvation. Salvation is maintained by the grace and power of God not by the self-effort of the Christian. It is the grace and keeping power of God that gives us this security (Jn 10:29; 2 Tim 1:12; Heb 7:25; 10:10, 14; 1 Peter 1:3-5).

ABOUT ETERNITY

People were created to exist forever. We will either exist eternally separated from God by sin in Hell or eternally with God through forgiveness and salvation in Heaven. To be eternally separated from God is Hell. To be eternally in union with Him is eternal life. Heaven and Hell are real places of eternal existence (Jn 3:16; 2:25; 5:11-13; Rom 6:23; Rev 20:15; Matt 1:8; 2:44-45).

ARTICLE IV

Affiliation

This Church is autonomous and maintains the right to govern its own affairs independent of any denominational control. Recognizing, however, the benefits of cooperation with other churches in world missions, this church voluntarily affiliates with the Southern Baptist Convention in its national, state, and local expressions.

ARTICLE V

Membership

SECTION I: General

Membership at Eastside

We ask you to commit to membership for four reasons:

1. A Biblical Reason: Christ is committed to the church.

“...Christ loved the church, and He gave His life for it.” Eph 5:25

2. A Cultural Reason: It is an antidote to our selfish society.

We live in an age where very few want to be committed to anything... a job... a marriage... our country. This attitude has even produced a generation of “church shoppers and hoppers.” Membership swims against the current of America’s “consumer religion.”

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It is an unselfish decision. Commitment always builds character.

3. A Practical Reason: It defines who can be counted on.

Every team has a roster. Every business has a payroll. Every army has an enlistment. Even our country takes a census. Membership identifies our family.

4. A Personal Reason: It produces spiritual growth.

The New Testament places a major emphasis on the need for Christians to be accountable to each other for spiritual growth. You cannot be accountable when you are not committed to a specific church family.

SECTION II: What is expected of me as a Member?

- I will protect the unity of my church by acting in love toward other members, by refusing to gossip, and by following the leaders (Rom 14:19; 15:5; 1 Peter 1:22; Eph 4:29; Heb 13:17).
- I will share the responsibility of my church by praying for its growth, by inviting the unchurched to attend, and by warmly welcoming those who visit (1 Thess 1:2; Luke 14:23; Rom 15:7).
- I will serve the ministry of my church by discovering my gifts and talents, by being equipped to serve by my pastors, and by developing a servant's heart (1 Peter 4:10; Eph 4:11-12; Phil 2:3-4, 7).
- I will support the testimony of my church by attending faithfully, by living a godly life, and by giving regularly (Heb 10:25; Phil 1:27; 1 Cor 16:2).

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SECTION III: How to Become a Member
(You can join Eastside in one of the following ways)

Profession of Faith and Baptism: As you trust in Jesus Christ as your Savior and Lord you can ask the church to baptize you as your public profession of faith.

Transfer of Letter: We will be happy to contact a sister Baptist church at which you have been a member and request your letter be transferred to Eastside Baptist.

Statement of Membership: If you come from another denomination and have been immersed by believer's baptism you can join Eastside Baptist by statement of faith.

Watchcare: If you want to maintain your formal membership at your home church but be involved in Richmond with the Eastside Baptist family you can join by watchcare. Watchcare is for college students or individuals who have been positioned in Richmond on a temporary basis.

SECTION IV: Termination of Membership

Members shall be removed from the Church roll for the following reasons:

1. Death
2. Transfer of membership to another church.
3. Personal request of the member.
4. Dismissal by the Elders according to the following conditions:
 - a. The member's life and conduct is not in accordance with the membership covenant in such a way that the member hinders the ministry influence of the Church in the community. Procedures for the dismissal of a member shall be according to Matthew 8:15-17. This shall be used only as a final resort as the chief goal of any church discipline is restoration.

SECTION V: Restoration of Members

Members dismissed shall be restored by the Elders according to the spirit of 2 Corinthians 2:7-8 when their life-styles are judged to be in accordance with the membership covenant.

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Church Ordinances

1. Baptism: The church baptizes all believers by immersion.
2. The Lord's Supper: Communion at Eastside Baptist is open to all believers. Any person who has accepted Jesus Christ as personal Savior is welcome to participate in the Lord's Supper.

ARTICLE VII

How is the Church Lead?

The head of Eastside Baptist Church is Jesus Christ. As an organization, we seek to reflect His priorities in all we do and how we do it. No decision is ever made that would knowingly contradict any of Jesus' teaching. In addition, through the guidance of the indwelling Holy Spirit, we endeavor to discern God's program for us as a church. Whenever we implement a plan, we keep one eye on our effectiveness and the other on the next step God seems to be showing us.

Multifaceted Leadership

On a human level, four groups of people direct the ministries of Eastside. Those bodies are the Elders, the Business Administration Team (B.A.T.), Ministry Team Leaders (M.T.L.), and the Staff.

The Elders are members of the body who provide general watchcare and oversight. They continually evaluate the teaching ministry of the church and review major ministry decisions and strategic initiatives. They use their wisdom, discernment, and shepherding gifts to ensure the church remains on a true course biblically. Scripture indicates that the ultimate decision-making authority in the church rests with the elders.

The Business Administration Team is comprised of members of the church empowered by the elders to oversee the legal and financial aspects of the ministry and matters pertaining to the building and facilities. They all have some marketplace expertise which they use to serve the church.

The Ministry Team Leaders are members of the church empowered by the staff to develop, implement, and oversee various programs in the church.

The staff directs the day-to-day affairs of the sub-ministries of the church. They are paid so they can devote the best hours of their day to building ministries. The staff's main job is to build and coordinate teams of volunteers so that ministry can happen. The staff's main function is to give leadership to the ministry team leaders and the church.

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The way the four groups work together can best be stated as follows: the ministry team leaders direct the programs of the church with the staff providing overall leadership to the ministry team leaders and to the church; these ministries are supported by the policies and financial resource allocations determined by the business administration team; and all the activities of the church are carried out under the watchcare and supervision of the elders.

SECTION I: The Role of Elders

The Board of Elders is comprised of 2-7 members of Eastside including the Senior Pastor. The Senior Pastor is a permanent member of the Board of Elders. The Board of Elders may include up to two additional staff members in addition to the Senior Pastor.

The Purpose of Elders

Elders function primarily as discerners and shepherds. They are the conscience and guardians of the church. They are not expected to oversee specific projects or ministry areas in their capacity as Elder. They function as overseers for the entire church. The Elders evaluate everything taking place in the church according to three criteria:

1. The church's mission
2. The church's resources
3. The church's doctrinal statement

Elders do not determine programming. This responsibility falls to the Staff. However, the Elders are responsible for evaluating programming based on its appropriateness and effectiveness in furthering the overall mission of the church.

The Senior Pastor will meet with the Elders on a regular basis to update them on the state of the staff and church in general. One or more Elder is expected to attend the monthly Ministry Team Leaders meeting.

The Authority of an Elder

For all practical purposes, the Elders have final say in any and all matters concerning the overall direction of the church. Anything voted on by the Elders requires 3/4 approval in order to pass. This assumes a quorum of three-fourths (3/4) is present at the time any vote is taken. There are only three decisions that the Elders may not make without congregational approval.

1. Elders may not sell church property purchased with donations from the general membership.
2. Elders cannot change the denominational affiliation of the church or associate the church with any particular group, movement, or association.
3. Elders may not change the Articles of Incorporation or the Church Articles of Guidance.

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Elders do have the authority to call for a special meeting of the church.
Elders do have the authority to dismiss the Senior Pastor.
Elders do have the authority to evaluate the performance of the pastor on a semi-annual basis. The Elders shall complete an evaluation form and discuss it with the senior pastor.

The Qualifications of an Elder

A candidate for Elder must have been a member of the church for at least one year prior to his election to office. Furthermore, all Elders are required to meet the qualifications for Elder/overseer as outlined in 1 Timothy 3:1-11, Titus 1:5-9.

It is a trustworthy statement: if any man aspires to the office of overseer, it is a fine work he desires to do. An overseer, then, must be above reproach, the husband of one wife, temperate, prudent, respectable, hospitable, able to teach, not addicted to wine or pugnacious, but gentle, uncontentious, free from the love of money. He must be one who manages his own household well, keeping his children under control with all dignity (but if a man does not know how to manage his own household, how will he take care of the church of God?) and not a new convert, lest he become conceited and fall into the condemnation incurred by the devil. And he must have a good reputation with those outside the church, so that he may not fall into reproach and the snare of the devil. 1 Timothy 3:1-11

For this reason I left you in Crete, that you might set in order what remains, and appoint Elders in every city as I directed you, namely, if any man be above reproach, the husband of one wife, having children who believe, not accused of dissipation or rebellion. For the overseer must be above reproach as God's steward, not self-willed, not quick-tempered, not addicted to wine, not pugnacious, not fond of sordid gain, but hospitable, loving what is good, sensible, just, devout, self-controlled, holding fast the faithful word which is in accordance with the teaching, that he may be able both to exhort in sound doctrine and to refute those who contradict.

Titus 1:5-9

It is clear from these passages that the Elder and his family are to be a model for the congregation. They are called to a higher standard. Consequently, there are greater expectations on the Elder and his family than other families in the church.

The Dismissal of an Elder

If it becomes apparent that an Elder should not serve in the office of Elder, he may resign; or, by unanimous vote of the other Elders, be immediately retired from the office.

Selection of Elders/Term of Elders

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Scripture gives evidence of the first elders being appointed by the founders of the church. By this example it is implied that the existing spiritual leadership of a church be intimately involved in the process of selecting elders to ensure selection based on spiritual rather than superficial qualifications. Beyond this, there are no specific guidelines given regarding the selection process. It would therefore appear that freedom is given to the individual church to develop a process that will best serve its own special needs and situations (Acts 14:21; Titus 1:2).

Process for Elder Selection

If the elders determine that additional elders are needed, they shall initiate the following process for elder selection:

1. The existing elders (once elders are in place) shall appoint a nominating committee consisting of at least three participating members, none of whom currently serves as an elder or currently aspires to be an elder. For the purpose of order, one member of the nominating committee shall be chosen by the committee as chairman of the committee.
2. The nominating committee will meet with the elders to review the qualifications for elders and determine questions that should be posed to the candidates.
3. The congregation shall be provided with teaching regarding the biblical qualifications for elders and their scriptural role.
4. With the biblical qualifications in mind, members of the congregation will be given 30 days to submit prayerfully the names of participating members for consideration as elder (See Appendix A for an application to submit a name).
5. Men whose names are submitted shall be so informed and they shall be urged to engage in self-appraisal and personal evaluation in light of the scriptural qualifications. If the person nominated feels as if he meets the biblical qualifications of an elder, then they should submit an elder application to the Pastor's office (see Appendix B). Any person may withdraw at that point if he does not aspire to the position of elder (1Tim.3:1) or does not believe he adequately meets the qualifications.
6. The nominating committee shall review the names of the nominees and shall conduct interviews with each nominee.
7. After prayerfully considering each nominee, the nominating committee shall make final recommendations to the elders. Those nominees who have not been recommended to the elders shall be informed by the nominating committee as to the reason for their not being recommended, with reference to whatever qualifications might not have been fulfilled.

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8. The elders shall review the nominees and make a final selection. Nominees not selected at this point shall also be given reason by the elders as to why they were not selected.

9. The names of the prospective elders shall be brought before the participating members of the church who will be given 30 days to show cause why any one of the prospective elders would not be qualified to serve. Consistent with Matt. 18:15 and Matt. 5:24, any members with such “cause” must first express his or her concern to the prospective elder and then must also express his or her concern to the board or elders for consideration.

10. At the end of the 30-day period, the prospective elders will be presented to the participating members of the church for affirmation and for a service of dedication. Such time of affirmation and dedication shall occur every year, whether to affirm new elders or reaffirm the service of the existing elders.

In the event of vacancy or special need, the elders may refer to previous nominees to make a selection, or they may re-initiate the whole selection process as they deem necessary.

Term of Elders

Since Scripture indicates no fixed term for elders, no specific fixed term of office is recommended. Instead, each elder, upon appointment, shall be asked for a one-year commitment, subject to review, recommitment, and reaffirmation by the participating church members each subsequent year. During the period of annual review, both the individual and the other elders shall evaluate his continued service as an elder again considering the biblical qualifications as well as any personal factors that might affect his service. An individual’s service as an elder may be discontinued by his own decision or by the unanimous decision of the other elders.

Those elders renewing their commitment would again be presented to the participating members of the congregation for affirmation and dedication in January of each year. A person’s leaving the board of elders would not preclude his service as a future elder, subject to the regular elder selection process.

SECTION II: Staff Leadership Team

The Staff Leadership Team consists of staff members selected by the Senior Pastor. The purpose of this group is to determine programming, give vision to the various ministries of the church, and oversee the day to day operations of the church. The Staff Leadership Team is accountable to the Senior Pastor.

- Senior Pastor
- Associate Pastor
- Church Administrator

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- Business Manager
- Worship Leader
- Children's Minister
- Youth Minister

Staff Leadership Team Qualifications

- ABOVE REPROACH – Staff Leadership Members must lead by example and demonstrate a lifestyle free of patterns of sin (I Timothy 3:2).
- HUSBAND OF ONE WIFE – Staff Leadership Members, if married, must be a devoted spouse (I Timothy 3:2).
- TEMPERATE – Staff Leadership Members must be self-controlled and free from excesses (I Timothy 3:2).
- SELF-CONTROLLED – Staff Leadership Members must be sober, sensible, wise, balanced in judgment, not given to quick, superficial decisions based on immature thinking (I Timothy 3:2).
- RESPECTABLE – Staff Leadership Members must demonstrate a well-ordered life and honorable behavior (I Timothy 3:2).
- HOSPITABLE – Staff Leadership Members must be unselfish with their personal resources. They must be willing to share blessings with others (I Timothy 3:2).
- ABLE TO TEACH – Staff Leadership Members must be able to communicate truth and sound doctrine in a non-argumentative way (I Timothy 3:2).
- NOT GIVEN TO DRUNKENNESS – Staff Leadership Members must be free from addictions and willing to limit their liberty for the sake of others (I Timothy 3:3).
- NOT VIOLENT BUT GENTLE – Staff Leadership Members must be gentle, patient, and able to exercise self-control in difficult situations (I Timothy 3:3).
- NOT QUARRELSOME – Staff Leadership Members must not be given to quarreling or selfish argument (I Timothy 3:3).
- NOT A LOVER OF MONEY – Staff Leadership Members must not be stingy, greedy, out for sordid gain, or preoccupied with amassing material things (I Timothy 3:3).
- MANAGE OWN HOUSEHOLD – Staff Leadership Members must have a well-ordered household and a healthy family life (I Timothy 3:4).
- NOT A NEW CONVERT – Staff Leadership Members must not be new believers. They must have been Christians for long enough to demonstrate the reality of their conversion and depth of their spirituality (I Timothy 3:6).
- GOOD REPUTATION WITH OUTSIDERS – Staff Leadership Members must be well respected by unbelievers and free from hypocrisy (I Timothy 3:7).
- NOT SELF-WILLED – Staff Leadership Members must not be stubborn, prone to force opinions on others, or abuse authority. They must be servants (Titus 1:7).
- LOVE WHAT IS GOOD – Staff Leadership Members must desire the will of God in every decision (Titus 1:8).
- JUST – Staff Leadership Members must desire to be fair and impartial. Their judgments must be based on scriptural principle (Titus 1:8).

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- DEVOUT – Staff Leadership Members must be devoted Christ-followers seeking to be conformed to His image. They must be committed to prayer, worship, the study of scripture, and the guarding of their own walk (Titus 1: 8).
- HOLD FAST TO THE FAITHFUL WORD – Staff Leadership Members must be stable in the faith, obedient to the Word of God, continually seeking to be controlled by the Holy Spirit (Titus 1:9).
- FINANCIAL SUPPORTER – Staff member must tithe to Eastside on a regular basis (2 Corinthians 8-9).

Staff Leadership Team Responsibilities

- Preach and teach God’s Word.
- Communicate the vision to the body of Christ.
- Develop and mentor Ministry Team Leaders and potential leaders of the church.
- Plan evangelistic strategies and events.
- Set goals for the church.
- Provide pastoral care to the congregation, the community, and the world.
- Administrate Day-to-Day Operations of the Church.

Selection of Staff Leadership Members

All staff will be hired by the senior pastor with the guidance of the Elders. The candidate must meet the qualifications mentioned above.

Evaluation of Staff Leadership Team

Evaluation of the Staff Leadership Members shall be by the senior pastor on an annual basis. The senior pastor shall complete an evaluation form and discuss it with the Staff Leadership Member.

Staff Leadership Team: Terms of Service and Dismissal

The Staff Leadership Members shall serve until such time that he or she is led by God to leave. The senior pastor may dismiss the pastoral staff member at any time with or without cause, with guidance from the elders.

SECTION III: Business Administration Team

The Business Administration Team oversees all financial and personnel matters. The Senior Pastor is accountable to the B.A.T. in all matters relating to finances and personnel. The church business administrator and Senior Pastor will attend B.A.T. meetings but do not have voting privileges.

Personnel recommendations originate with the Staff Leadership Team. The Staff Leadership Team may not create staff positions without the approval of the Business

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Administration Team. The B.A.T. may not hire a staff member without the consent of the Senior Pastor and Elders. The B.A.T. may not dismiss a staff member. This is the responsibility of the Senior Pastor and elders. The B.A.T.'s primary function is to insure that the Staff Leadership Team does not compromise the church financially. Their role is not so much the selection of personnel, as much as it is the stewardship issues related to any hiring decision.

The Business Administration Team is ultimately accountable to the Elders of the church. The Elders have the authority to override any decision made by the B.A.T. However, if such an occasion should arise, it will be necessary for the Elders to meet with the B.A.T. and discuss the matter fully.

Business Administration Team Member Selection

Business Administration Team members shall be selected by the Staff Leadership Team and Elders. As this team is responsible for the fiscal and legal management of the church's resources, team members shall be selected based on their abilities and spiritual gifts in the areas of finance, law, administration, maintenance, and policy development. This team shall consist of 9 members; Senior Pastor, Business Manager, 1 additional staff member, 6 congregation members.

- Senior Pastor
- Business Manager
- Church Administrator
- Team members

Business Administration Team Qualifications

- MEMBER OF THE CHURCH – B.A.T. members must be dedicated members of Eastside Baptist (Acts 6: 3).
- WORTHY OF RESPECT – B.A.T. members must demonstrate well-ordered lives and honorable behavior (I Tim 3:8).
- HONEST & SINCERE – B.A.T. member must demonstrate honesty and sincerity in the way they live and interact with others (I Tim 3:8).
- NO ADDICTIONS – B.A.T. member must be free from addictions and willing to limit their liberty for the sake of others (I Tim 3:8).
- NOT PURSUING DISHONEST GAIN – B.A.T. member must earn a living in an honest and respectable way. They must not be stingy, greedy, out for sordid gain, or preoccupied with amassing material things (I Tim 3:8).
- EVIDENCE OF CHRIST IN THEIR LIVES – B.A.T. member must be devoted Christ followers seeking to be conformed to His image. They must be committed to prayer, worship, the study of scripture, and the guarding of their own walks (I Tim 3:9).

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- PROVEN – B.A.T. member must not be new believers. They must have been Christians for long enough to demonstrate the reality of their conversion and depth of their spirituality (I Tim 3:10).
- ABOVE REPROACH – B.A.T. member must lead by example and demonstrate lifestyles free of patterns of sin (I Tim 3:10).
- HUSBAND OF ONE WIFE – B.A.T. member, if married, must be devoted spouses (I Tim 3:12).
- MANAGE OWN HOUSEHOLDS – B.A.T. member must have well-ordered households and a healthy family lives (I Tim 3:12).
- FULL OF THE SPIRIT – B.A.T. member must be full of the Holy Spirit. They must allow the power of God to work in their lives (Acts 6:3).
- FULL OF WISDOM – B.A.T. member must be full of wisdom. They must be able to make Biblical decisions with the best interest of the church in mind and not their own personal agendas (Acts 6:3).
- FULL OF FAITH – B.A.T. member must be full of Faith. They must be willing to follow Christ even when it doesn't make sense (Acts 6:5).
- RESPONSIBLE – B.A.T. member must be responsible. They will be overseeing the ministries of the church (Acts 6:3).
- FINANCIALLY SUPPORT – B.A.T. member must tithe to Eastside on a regular basis (2 Corinthians 8-9).

Business Administration Team Responsibilities

- Put together Annual budget and oversee all financial transactions.
- Responsible for maintenance of buildings and grounds.
- Select chairpersons for special short-term teams such as building team, stewardship campaign, etc.
- Set guidelines for the lending out or renting of buildings, equipment, tables, chairs, etc...
- Act as legal representatives for church business.
- Develop policies that will govern how finances will or will not be handled in the life and ministry of the church.
- Secure appropriate insurance and handling of claims as needed.
- Business Manager will attend staff meetings.
- Business Manager will work with outside accounting firm.

Business Manager

Whether paid or volunteer, the Business Manager shall be considered a member of the church staff and shall be selected in the same fashion as other staff members.

Business Administration Team Evaluation

Evaluation of the Business Manager shall be conducted by the senior pastor on an annual basis. Evaluation of the B.A.T. members shall be conducted by the Elders on an annual

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basis. In each instance, the evaluator shall complete an evaluation form and shall have a face-to-face discussion with the individual being evaluated.

Business Administration Team Members: Terms of Service and Dismissal

The Business Manager shall serve until he or she feels led by God to leave or until being dismissed by the senior pastor. B.A.T. members (other than staff members) shall serve a minimum of 2 years but no more than 6 years consecutively. Congregational membership will have rotating terms.

Dismissals may occur for any of the following reasons: a failure to satisfactorily perform job duties, disruptions in the church, a lack of commitment to the church and its leadership, moral violations or indiscretions; including, but not limited to dishonesty, breach of confidentiality or other ethical obligations, gossip or slander, or other behavior that is contrary to the moral standards set forth in Scripture, as taught and affirmed by this church; or a deviation from the theological standards affirmed by the church.

SECTION IV: Ministry Team Leader

A Ministry Team Leader (M.T.L.) is an individual chosen by a particular ministry or team to represent that group. M.T.L.'s serve as a channel of communication to and from the various ministries of the church. M.T.L. meetings are a time for an open exchange of ideas and information. Ministries have an opportunity to give general updates. Staff can use this time to present new ministry ideas and opportunities. Each meeting includes a time for questions and answers.

Ministry Team Leader Qualifications

- MEMBER OF THE CHURCH – M.T.L. must be a dedicated member of Eastside Baptist (Acts 6: 3).
- WORTHY OF RESPECT – M.T.L. must demonstrate a well-ordered life and honorable behavior (I Timothy 3:8).
- HONEST & SINCERE – M.T.L. must demonstrate honesty and sincerity in the way he lives and interacts with others (I Timothy 3:8).
- NO ADDICTIONS – M.T.L. must be free from addictions and willing to limit personal liberty for the sake of others (I Timothy 3:8).
- NOT PURSUING DISHONEST GAIN – M.T.L. must earn a living in an honest and respectable way. One must not be stingy, greedy, out for sordid gain, or preoccupied with amassing material things (I Timothy 3:8).
- EVIDENCE OF CHRIST IN ONES' LIFE – M.T.L. must be a devoted Christ follower seeking to be conformed to His image. He must be committed to prayer, worship, the study of scripture, and the guarding of his own walk (I Timothy 3:9).
- PROVEN – M.T.L. must not be a new believer. He must have been a Christian long enough to demonstrate the reality of his conversion and depth of his spirituality (I Timothy 3:10).

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- ABOVE REPROACH – M.T.L. must lead by example and demonstrate a lifestyle free of patterns of sin (I Timothy 3:10).
- HUSBAND OF ONE WIFE – M.T.L., if married, must be a devoted spouse (I Timothy 3:12).
- MANAGE OWN HOUSEHOLD – M.T.L. must have a well-ordered household and a healthy family life (I Timothy 3:12).
- FULL OF THE SPIRIT – M.T.L. must be full of the Holy Spirit. He must allow the power of God to work in his life (Acts 6:3).
- FULL OF WISDOM – M.T.L. must be full of wisdom. He must be able to make Biblical decisions with the best interest of the church in mind and not his own personal agenda (Acts 6:3).
- FULL OF FAITH – M.T.L. must be full of Faith. He must be willing to follow Christ even when it doesn't make sense (Acts 6:5).
- RESPONSIBLE – M.T.L. must be responsible. He will be overseeing the ministries of the church (Acts 6:3).

Ministry Team Leader Responsibilities

- Lead and oversee a specific ministry.
- Cast vision for that ministry.
- Build a team to do that specific ministry.
- Set goals for that ministry.
- Submit a written monthly performance report.
- Meet with pastor and other Ministry Team Leaders monthly.
- Propose an annual ministry budget for submission to the Business Administration Team and oversee ministry expenditures.

Ministry Team Leader Selection

The ministry team leaders can be selected by the Staff Leadership Team. However, the idea scenario is for a believer, possessing the qualifications mentioned above, feel led to take on that specific ministry team. If a specific ministry does not have a M.T.L., then that ministry team may elect someone from that ministry to represent them at the monthly meetings.

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Ministry Team Leader Terms of Service and Dismissal

The M.T.L. shall serve until such time that he or she is led by God to leave or until dismissed by the Staff Leadership Team. The senior pastor may dismiss a MTL for any of the following behaviors: a failure to satisfactorily perform job duties, disruptions in the church, a lack of commitment to the church and its leadership, moral violations or indiscretions, including, but not limited to dishonesty or breach of confidentiality.

ARTICLE VIII: Miscellaneous Items

SECTION I: Church Business Meetings

A church business meeting will be scheduled once a year or as needed. This annual meeting will provide a forum for handling the business of the church not otherwise reserved for the Elders, Staff Leadership Team, Business Administration Team, or Ministry Team Leaders. These meetings will also facilitate the dissemination and exchange of information. A question and answer time will be included as well.

An agenda for the meeting will be developed by the Elders and mailed to the membership prior to each meeting.

SECTION II: Electing A New Senior Pastor

When the Senior Pastor's position is vacated the Elders will appoint a Pastoral Search Committee. The Pastoral Search Committee will make recommendations to the Elders. The Elders in turn will make recommendations to the congregation. A two thirds (2/3) affirmative vote by the membership in an official business meeting of the church is required to elect a new Senior Pastor.

SECTION III: Amending the Constitution

For the Articles of Guidance to be amended, the Elders will appoint a committee to study the issue in question. The study committee will present a written recommendation or constitutional amendment to the Elders. The Elders will vote on the recommendation or amendment. If an amendment is approved by a three-fourths (3/4) majority vote by the Elders, it will then be presented to the membership for a vote. If the Elders do not approve the recommendation or amendment, the issue would either go back to the study committee for further work or be dismissed. A majority vote by the membership is required to amend the constitution.

SECTION IV: Standing Ministry Teams

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The Elders have the authority to establish and dissolve church Ministry Teams.

SECTION V: Budget

The budget will be developed by the Business Administration Team in conjunction with the Staff Leadership Team and the Ministry Team Leaders. The Business Administration Team will present the budget to the Elders for approval.

SECTION VI: Salaries

Individual staff salaries are established by the B.A.T. and are not published or discussed in church business meetings. Questions regarding an individual staff member's salary may be addressed privately with the Senior Pastor. Questions regarding the Senior Pastor's salary may be addressed privately with an Elder.

Appendix A

Elder Application Instructions

Overview of the Office of Elder at Eastside Baptist Church

Articles of Guidance
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The board of Elders is comprised of 2-7 men, including the senior pastor. Elders function primarily as discerners and shepherds, and as such serve as the conscience and guardians of the church. Acts 20:28 states, “Be on guard for yourselves and for all the flock, among which the Holy Spirit has made you overseers, to shepherd the church of God which He purchased with His own blood.”

The Elders evaluate everything taking place in the church according to three criteria:

- The Church’s Mission
- The Church’s Resources
- The Church’s Doctrinal Statement

In most matters, the Elders have final say in any and all matters concerning the overall direction of the church.

Application Process

The application process consists of two parts:

Elder Recommendation Form

This form is completed by a church member recommending another church member for Elder. The form is to be completed without consultation with the member being nominated, and is to be mailed to the Pastor’s office.

Elder Application

After the Elder Recommendation Form has been completed, the church member who filled out that form will provide the Elder Application form to the Elder nominee. The Elder nominee will complete the application and mail it to the Pastor’s office.

Biblical Qualifications for Elder

The passages in 1 Timothy 3:1-11 and Titus 1:5-9 form the basis for Elder qualifications.

(1 Tim 3:1-11) Here is a trustworthy saying: If anyone sets his heart on being an overseer, he desires a noble task. Now the overseer must be above reproach, the husband of but one wife, temperate, self-controlled, respectable, hospitable, able to teach, not given to drunkenness, not violent but gentle, not quarrelsome, not a lover of money. He must manage his own family well and see that his children obey him with proper respect. (If anyone does not know how to manage his own family, how can he take care of God’s church?) He must not be a recent convert, or he may become conceited and fall under the same judgment as the devil. He must also have a good reputation with outsiders, so that he will not fall into disgrace and into the devil’s trap. Deacons, likewise, are to be men worthy of respect, sincere, not indulging in much wine, and not pursuing dishonest gain. They must keep hold of the deep truths of the faith with a clear conscience. They must first be tested; and then if there is nothing against them, let them serve as deacons. In the same way, their wives are to be women worthy of respect, not malicious talkers but temperate and trustworthy in everything.

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(Titus 1:5-9) The reason I left you in Crete was that you might straighten out what was left unfinished and appoint elders in every town, as I directed you. An elder must be blameless, the husband of but one wife, a man whose children believe and are not open to the charge of being wild and disobedient. Since an overseer is entrusted with God's work, he must be blameless- not overbearing, not quick-tempered, not given to drunkenness, not violent, not pursuing dishonest gain. Rather he must be hospitable, one who loves what is good, who is self-controlled, upright, holy and disciplined. He must hold firmly to the trustworthy message as it has been taught, so that he can encourage others by sound doctrine and refute those who oppose it.

Elder Recommendation Form

Name of Elder Nominee _____
First Middle Last

Articles of Guidance
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Your Name _____ Are you an Eastside Member? Yes No

Thank you for taking time to complete this Elder Recommendation Form. This is an important position for our church, one that is not to be taken lightly. As such, we ask that you prayerfully complete this form, evaluating each question honestly based on your knowledge of the nominee's qualifications for the office of Elder at Eastside Baptist Church. Before completing this form, please take time to read 1 Timothy 3:1-11 and Titus 1:5-9 which describe the qualifications for Elder.

Please answer all questions on the form. If clarifications or comments are needed to help explain your marks, please attach a separate sheet to the form. If you do not know if the nominee is qualified in an area, mark the "Don't Know" column. This is an acceptable answer and will not be held against the nominee. Please place this form in a sealed envelope marked "Confidential – Elder Recommendation Form," and mail it to the pastor's office at the church.

Qualification Area

-
- Is the nominee saved and not a recent convert?..... Yes No Don't Know
- Do you believe he would uphold Eastside's Articles of Guidance in its entirety?..... Yes No Don't Know
- Do you consider him spiritually mature, able to make wise, Biblically sound decisions?..... Yes No Don't Know
- Is he above reproach, affording nothing in his moral conduct that can be attacked?..... Yes No Don't Know
- Does he manage his family well, assuming his responsibility as spiritual leader?..... Yes No Don't Know N/A
- Do his children respect and obey him, not being open to the charge of being wild and disobedient?..... Yes No Don't Know N/A
- Are his children believers?..... Yes No Don't Know N/A
- Is his wife worthy of respect, not a malicious talker, reasonable and trustworthy?..... Yes No Don't Know N/A
- Do you know him to be sincere, reasonable, self-controlled, and disciplined?..... Yes No Don't Know N/A
- In dealing with others, is he respectful, not overbearing, not quick-tempered, not quarrelsome, not violent, maintaining a good reputation inside and outside the church?..... Yes No Don't Know
- Is he hospitable and a lover of what is good according to scripture?..... Yes No Don't Know
- Is he generous with his money, not focused on the acquisition of wealth, and obtains all his money in an honest and straightforward manner?..... Yes No Don't Know
- Is he a person known for sound scriptural doctrine, able to encourage those who don't understand, and to refute those who oppose it?..... Yes No Don't Know
- Do you believe he is a person who holds firmly to Biblical truth with a clear conscience, no matter the cost to him personally?..... Yes No Don't Know
- Is he able to teach?..... Yes No Don't Know

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Can you recommend that he be considered for Elder without any reservations?.....__Yes __No __Don't Know

Do you believe he has been sufficiently tested in his Christian walk and has demonstrated that he is fully qualified to serve as an Elder according to scripture?..... __Yes __No __Don't Know

Signature _____ Date _____ Phone Number _____

Appendix B

Elder Application

Articles of Guidance
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_____	_____	__Yes __No __Don't Know
_____	_____	__Yes __No __Don't Know
_____	_____	__Yes __No __Don't Know

Church Service Information

Previous Church Memberships and Areas of Service:

Church _____ Areas of Service _____

Church _____ Areas of Service _____

Eastside Baptist Church Past and Current Areas of Service:

Past: _____

Current: _____

Doctrinal Questions

What is your understanding of the position and work of the following?

God the Father _____

Jesus Christ _____

The Holy Spirit _____

Satan _____

Explain what you believe the Bible Teaches about the following:

Articles of Guidance
For
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Salvation: _____

Mankind _____

The Scriptures _____

The Church _____

The Virgin Birth _____

Baptism _____

Your Mission _____

Substitution _____

Justification _____

Sanctification _____

Giving _____

Communion _____

Roles and Responsibilities

How do you see the roles and responsibilities of the following people?

The Pastor of Eastside _____

Articles of Guidance
For
EASTSIDE BAPTIST CHURCH

An Elder of Eastside _____

Your Role in Your Family _____

Elder Qualifications

Please read 1 Timothy 3:1-11, Titus 1:5-9, and 1 Peter 5:1-7 and answer the following questions regarding your qualifications for elder.

Why do you desire to be an Elder? _____

Are there any of the qualifications in these passages that you do not understand? If so, what areas? _____

Are there any of the qualifications that you feel you may not meet? If so, which areas? _____

Is there anything in your life that causes you concern in holding the office of Elder? _____

Is there anything about your lifestyle that would potentially bring reproach on yourself, your family, Eastside, or the name of Christ? _____

Articles of Guidance
For
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What is your opinion on the use of alcohol? _____

List some specific ways you lead your family _____

How would you describe the condition of your marriage? _____

Describe your current walk with the Lord, what He is teaching you in your life today, and evidences you see of His work in your life? _____

Additional Elder Qualifications

Do you support Eastside with your time, talent, and treasure? Yes No

Do you regularly tithe to Eastside? Yes No

Have you read Eastside's Articles of Guidance, and do you agree to fully support it? Yes No

Do you have any additional comments or clarifications about your qualifications or the Eastside Elder requirements? _____

Elder Applicant Testimony

Please give a brief statement of your salvation experience. _____

Articles of Guidance
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Spouse's Testimony

Please give a brief statement of your salvation experience. _____

If you certify that you have answered all questions honestly before the Lord, and desire to be considered for the office of Elder of Eastside Baptist Church, please sign below.

Elder Applicant Signature _____ Date _____

Do you as the applicant's spouse believe that your spouse is scripturally qualified to be an Elder of Eastside, and do you fully support him in this decision?

Spouse's Signature _____ Date _____