

***Constitution***  
***of***  
***Wayside Chapel***

2341 Kerstetter Road  
Bucyrus, Ohio 44820

**CONSTITUTION OF WAYSIDE CHAPEL**

**Article I** ..... **Name**

As declared in our Articles of Incorporation dated July 24, 1963, and attested to by the State Department of Ohio, the name of the organization shall be Wayside Chapel, Bucyrus Township, Crawford County, Bucyrus, Ohio.

**Article II** ..... **Purpose**

The object of the organization shall be the worship of Almighty God according to the teaching of the Word of God, to practice the precepts and examples of the Bible, to sustain ordinances and doctrines, and to preach and propagate among all people the Gospel of God's salvation by personal faith in Jesus Christ as Savior and Lord.

**Article III** ..... **Declaration of Faith**

This church recognizes the following Articles of Faith as a declaration of its views on Christian Doctrine:

1. The Old and New Testament Scriptures were written by men, divinely inspired, and are the only sufficient and perfect rule of faith and practice. (II Tim. 3:16; II Pet. 1:21; Matt. 5:19, 24-35; Luke 24:44; John 5:39; John 14:15, 21-26; John 17:17).
2. There is one God, and only one, who is self-existent, eternal, and infinite in every excellence, and who has revealed Himself as Father, Son, and Holy Spirit, the same in essence, though distinct in personality. (Isa. 45:21, 22; Jer. 10:10; Deut. 6:4; Deut. 32:4; John 1:10-13; I Tim. 3:16; Rev. 1:8; John 14:26; John 15:26; I Cor. 3:16; I Cor. 12:11; Matt. 28:19; John 10:30; Gen. 1:1-26).
3. We believe in the Deity of Christ; (John 1:1, 14; Col. 2:9) His Virgin Birth; (Isa. 7:14; Matt. 1:23; Luke 1:34, 35) His Shed Blood for Atonement; (Eph. 1:7; Col. 1:14) His Bodily Resurrection; (Luke 24:36-43) Ascension; (Acts 1:11) Rapture ((His imminent return for believers) I Thess. 4:14-18)) and His personal return to establish His Kingdom on Earth (Acts 1:6,7; Rev. 20:1-6).
4. The Holy Spirit is a Person whose ministry is to reprove the world of sin, righteousness and judgment, (John 16:8); to be a Comforter to the believer, (John 16:7); He indwells the believer (Romans 8:9); He instructs the believer and glorifies Christ; (John 16:13-15).
5. We believe that all men are by nature and choice sinful and lost and have within themselves no possible means of salvation (Eph. 2:1-3); (Rom. 3:10-19, 23).
6. We believe in salvation by grace through faith, that salvation is the free gift of God, not by any virtue of works of men, but received only by personal faith in the Lord Jesus Christ: that all true believers possess the gift of eternal life, a perfect righteousness, worship in the family of God, and the divine guarantee that they shall never perish. (Eph. 2:8, 9; Titus 3:5; Rom. 4:5; John 3:16-18; John 5:24; John 10:27-29; I John 5:12, 13; John 1:12; Rom. 8:14-17)

7. We believe that every believer in the Lord Jesus Christ should live soberly, righteously, godly in this present world. (Titus 2:11-14).

8. We believe that Satan is a person and that Hell is a place of eternal conscious punishment of all unsaved. (Job 1:6, 7; Matt. 25:46; Rev. 20:14, 15; John 8:44; II Thess. 1:8, 9).

9. We believe that Wayside Chapel is an organized body of believers practicing scriptural ordinances of baptism and the Lord's Supper, and actively engaged in fulfilling the Great Commission. (Acts 2:41, 42, 47; Matt. 28:19, 20).

10. We believe that baptism is a scriptural ordinance requiring immersion (Acts 8:38, 39) of believers only (Acts 2:41) as a sign that one has passed from death unto life. (Rom. 6:3-5; Acts 10:44-48).

11. We believe that the Lord's Supper is a scriptural ordinance of the Church to be partaken of by obedient Christians (I Cor. 11:23-29)

12. We believe in the resurrection of both the saved and the lost; the saved unto the resurrection of life and the lost unto the resurrection of damnation (John 5:28, 29; I Thess. 4:13-18; Rev. 20:11-15).

13. The local church is a body of believers associated together for work, worship, and fellowship. It is independent and autonomous and is free from all ecclesiastical or political interference.

14. We accept the Genesis account of Creation and believe that man came by direct creation of God. (Gen. 1:1, 27).

15. We believe the gift of speaking in tongues was a sign for the apostolic period only. We also believe it was never a common or necessary sign of the baptism, receiving, or filling of the Holy Spirit. (I Cor. 13:8; I Cor. 12:12-13).

16. We believe that God has commanded that no intimate sexual activity should be engaged in outside of a marriage between a man and a woman. We believe that any form of homosexuality, lesbianism, bisexuality, bestiality, incest, fornication, pedophilia, adultery, and pornography are sinful perversions of God's gift of sex. We believe throughout the whole of Scripture, heterosexuality is both assumed and affirmed as God's order of creation. (Gen. 2:24; Gen. 19:5-29; Gen 26:8-9; Lev. 18:1-30; Rom. 1:26-29; I Cor. 5:1; I Cor. 6:9; I thess. 4:1-8; Heb 13:4). *(Adopted 1997)*

**Article IV** ..... **Membership**

**A.** Upon recommendation of the Pastor and the Board of Deacons:

**Section 1.** Any person confessing faith in our Lord Jesus Christ and giving evidence of his Christian faith and Spirit may become a member.

**Section 2.** Members of other churches, may be received by letters of dismissal and recommendations from their respective churches, after giving satisfactory evidence of Christian faith and conduct.

- Section 3.** Each candidate for membership shall receive a copy of the constitution.
- Section 4.** Any member in good and regular standing shall at his request be granted a letter of dismissal and recommendation to another church.
- Section 5.** Members removed to such a distance as to make attendance impossible, shall be listed as "Non-resident" members. While advising all such to unite with a church of like faith and order, near their new home, will yet continue those who find it advisable, as non-residents on our roll if such member shall send a letter of greeting to the church at least once a year, giving indication of steadfastness in the faith, and if such members shall continue to support the church financially and regularly according to his or her ability.
- Section 6.** The name of any member who has not attended the church for a period of eight (8) months, and who has not in that period contributed to the support of the church, shall be presented to the Board of Deacons, who shall, if they feel the facts warrant, place that name on the "inactive list". Inactive members shall not be counted in any of the voting privileges. To become an active member once more, the deacons must first examine the applicant, and then he or she may be restored to regular membership by a majority vote of the deacons. Inactive members who have not been heard from as stated above shall be dropped at the end of one year, after being contacted by the deacons.

**B.** All persons affiliated as members shall be expected to subscribe to and abide by the following Covenant:

Having been led, as we believe, by the Spirit of God, to receive the Lord Jesus Christ as Savior, and on the profession of our faith we do now in the presence of God, angels, and this assembly, most solemnly and joyfully enter into covenant with one another, as one body in Christ.

We engage, therefore, by the aid of the Holy Spirit, to walk together in Christian love; to strive for advancement of this church, in knowledge, holiness and comfort; to promote its prosperity and spirituality; to sustain its worship, ordinances, discipline, and doctrines; to contribute cheerfully and regularly to the support of the ministry and expenses of the church, the relief of the poor, and the spread of the Gospel through all nations.

We further engage to watch over one another in brotherly love, to remember each other in prayer; to aid each other in sickness and distress; to cultivate Christian sympathy in feelings and courtesy in speech, to be slow to take offense, but always ready for reconciliation, and mindful of the rules of our Savior, to secure it without delay. We moreover engage, that when we remove from this place, we will as soon as possible unite with some other church, where we can carry out the spirit of this covenant and principles of God's word.

**C.** The Duties of Active Members shall be:

1. To live a Christian life.
2. To attend the services of the church regularly.
3. To give systematically according to their means.
4. To systematically study the Bible.
5. To share in the organized work of the church.
6. To keep in touch with the church when absent.
7. To request a letter when moving to another place.
8. To participate in all business sessions of the church.
9. To notify the pastor, if sick, in hospital, or otherwise incapacitated.

**D.** The Rights of Active Members shall be:

1. To vote and act in the transactions of church business.
2. To hold a major church office after he or she has been a member of this church in good standing for a period of one year. The offices are: Deacon, Church Clerk, Treasurer, Sunday School Superintendent and Department Head.
3. To initiate business and church activities.
4. To speak and teach Christian principles in conformity with the Doctrinal Statement and accepted Covenant of this Church.
5. To the right to a fair hearing in case of charges or attempts at dismissal.

**Article V** ..... **Discipline**

The New Testament recognized three principle causes for disciplines: personal difficulties, heresy in doctrine, and immorality in conduct. Private grievances between members shall be adjusted according to the principles given in the Gospel of Matthew 18:15-17. If a member fails to give satisfaction in relation to the charge preferred against him or perversely refuses to appear before the deacons or church when cited, the hand of fellowship may be withdrawn by a two-thirds vote of the qualified voters present and voting after such action has been recommended by the Board of Deacons. Such a person shall thereby cease to be a member of this church.

**Article VI** ..... **Officers**

**Section 1.** The officers shall be: Pastor, Board of Deacons, Board of Missions, Church Clerk, Treasurer, Sunday School Superintendent, Department Heads, Ushers, and other such officers as deemed necessary by a two-thirds vote of the active membership present and voting. *(Revised 1994)*

**Section 2.** The Board of Deacons shall consist of nine (9) members elected for a term of three years, and shall not exceed two (2) consecutive terms. Three terms will expire each year.

**Section 3.** The Board of Missions shall consist of one (1) deacon appointed by the Deacon Board, and six (6) members elected for a term of 3 years. Two terms will expire each year. *(Revised 1984 and 2001)*

- Section 4.** The church clerk's office shall be annually elected.
- Section 5.** The treasurers' office shall be annually appointed by the Deacon Board. *(Revised 1984)*
- Section 6.** The Sunday School Superintendent shall be elected for a two year term and Department Heads for a one year term. *(Revised 1987)*
- Section 7.** The ushers shall be annually elected and their number shall consist of as many as are necessary to perform their duties.
- Section 8.** The Pastor's office shall be regulated according to Article VII, Section 1.
- Section 9.** The Christian Education Department shall consist of the Sunday School Superintendent, Department Head, and one teacher from each department.
- Section 10.** The Building and Grounds Stewards shall consist of four (4) members elected for a term of 2 years. Two terms will expire each year.
- Section 11.** The School Board shall consist of three (3) deacons appointed by the Deacon Board, two (2) for a term of one year, one (1) for a term of two years, and (3) members at large elected for a term of three (3) years, term expiring each year. *(Revised 1985)*

**Article VII** ..... **Duties of Officers**

**Section 1. The Pastor**

- a.** He shall conduct the public services of worship and the general development of work of the church shall be under his supervision. He shall be ex-officio member of all Boards and Committees and in general shall perform such duties in connection with the work of the church, as outlined in scripture.
- b.** The calling of a Pastor shall be done in all cases by ballot and shall require an 80% majority voting at a meeting at which at least fifty percent of the resident active membership is present, and upon recommendation of a Pastoral Committee consisting of the Board of Deacons and the Sunday School Superintendent or Department Head selected by the Deacon Board in the event the Superintendent is a Deacon.
- c.** The question of dissolving pastoral relationship shall be considered at any time by the church upon the presentation of the Pastor's resignation. Where grievance exists against the Pastor, either due to his preaching or teaching contrary to the beliefs of the church as set forth in Article II of the Constitution and By-Laws or due to alleged gross misconduct on his part, a petition signed by at least twenty (20) active resident members or 10%, whichever is greater, may be brought before the Board of Deacons, and with recommendation of the Board of Deacons, to the church. The pastoral relationship may be dissolved, contract and salary, by a two-thirds majority vote of at least 50% of the active members of the church present and voting at such meeting, notice of which shall be given in the church two Sundays preceding, and the object of such meeting stated in such notice.

- d. The church shall review the pastor's salary and vacation at each annual business meeting.

**Section 2. The Deacons**

- a. The duties of the deacons will be to attend to the spiritual affairs of the church in conjunction with the pastor; to visit the sick; to keep well informed of the spiritual welfare of each member of the church; to admonish and reprove the wayward; to encourage the weak; and to do all in their power to advance the interests of the church. They shall assist with the Lord's Supper, assist the Pastor in the performance of his duties, they shall act as a central committee and information center for all church organizations.
- b. The Board of Deacons shall be legal custodians of the property and finances of the church and shall discharge their duties such as their office allows. They shall be responsible for all matters pertaining to the temporal affairs such as the care and upkeep of the church property, and employment of duties of the staff, assessments, insurance, salaries, and all other current expenses, the use of the property for other than meetings of the organization of its auxiliaries. *(Revised 1994)*
- c. The Chairman and Secretary of this Board shall have the authority to sign all legal documents for the church. Buying, selling or mortgaging property of the church shall be done by the Board of Deacons only after the church has approved the specific proposition. A majority of the Board shall constitute a quorum in transacting its business. They shall not incur financial obligations over \$1,000.00 without the approval of the church. It is the imperative duty of the deacons to attend the regular meetings of the Board and any deacon missing three regular meetings without sufficient reason being given and passed on by the other deacons, shall forfeit the office and another deacon shall be appointed in accord with Article XI, Section 4 of this Constitution and By-Laws to fill the unexpired term of the retired deacon's office. The members of this Board are to be reminded of the sacredness of their office and are to treat everything pertaining to that office as confidential as such business may require in the interest of the office.

**Section 3. The Church Clerk**

- a. The church Clerk shall attend all business sessions and record the proceedings of the same, and after their adoption as correct, shall enter them in the suitable permanent record book provided for that purpose which, when recorded in full, shall be signed by the Chairman of the meeting and attested by the Clerk.

**Section 4. The Mission Board**

- a. The Board of Missions shall oversee, plan, and promote the entire missionary program of the church.

**Section 5. The Treasurer**

- a. The Treasurer shall safely keep all funds placed in his or her hands by the church and shall deposit the same in a bank designated by the church. He or she shall give an itemized report of all receipts and disbursements for the month in a book provided by the church. The books of the treasurer shall be audited at the end of each fiscal year. He or she shall deliver to his successor or anyone designated by the church at the expiration of his term of office or in case of resignation or removal, all money, vouchers, books and property in his possession belonging to the church. He or she shall not pay out any money outside of the church budget, except by order of the Deacons. He or she shall be authorized to sign all checks for the church functions for which they are responsible.

**Section 6. The Ushers**

- a. The Ushers shall be responsible for the reception of the people at all gatherings of the church, supervise proper ventilation and comfort during the services and receive the offerings, and be general assistance in the services of the church.

**Section 7. The Sunday School Superintendent**

- a. The Superintendent of the Sunday School shall conduct the affairs of the school under the direction of the Pastor and the Christian Education Department. He shall, at each session, preside and have general oversight of the work of the school. He shall advise with the Pastor and the Christian Education Department in matters pertaining to administration. He shall give a report at the business meetings of the church. Department Heads shall assist the Superintendent in accomplishing this work.

**Section 8. The Christian Education Department**

- a. The duties of the Christian Education Department shall be to :
- b. Plan all education work of the church
- c. Make appointments of teachers, etc.
- d. Plan curriculum
- e. Provide space and equipment
- f. Consider the overall policies of the Sunday School

**Section 9. The Building and Grounds Stewards**

- a. The building and Grounds Stewards shall be responsible for care, maintenance, and improvements of buildings and grounds.
- b. They shall not incur financial obligations over \$1,000.00 without approval of the church.

**Section 10. The School Board**

- a. The School Board shall oversee, plan, and promote the program of the Christian School.

**Section 11. The Assistant Pastor**

- a. Shall do duties assigned by the Pastor
- b. Salary and vacation will be reviewed at the annual business meeting.  
*(Revised 1997)*

**Section 12. The Church Office Secretary**

- a. Hired by Pastor with approval of Deacons

**Article VIII ..... Sunday School**

- Section 1.** The Sunday School shall be under the leadership of the Superintendent in accord with Article VII, Section 8.
- Section 2.** The teachers shall be members of this church. (Note: A grandfather clause will be honored). *(Revised 1994)*
- Section 3.** The Sunday School Secretary shall be elected at the annual business meeting and shall keep all records of the Sunday School.
- Section 4.** Staff meetings shall be held at least quarterly and shall be authorized to transact all Sunday School business.

**Article IX ..... Organization**

- Section 1.** No organization shall be formed or considered a part of the church activities before the sponsors have submitted their plans to the Pastor who may then present them to the Deacons for sanction and approval.
- Section 2.** The Organizations are requested to confer with the Pastor from time to time regarding their plans and activities and all matters of importance that affect the church shall be submitted to the Deacons for approval and decision of the church must be subscribed to.
- Section 3.** The President, Vice-President, Secretary, and Treasurer of any organization sponsored by the church must be a member of the church in good and regular standing.

**Article X** ..... **Meetings**

- Section 1.** The church shall meet regularly morning and evening every Lord's Day for public worship of God and proclamation of the Gospel of our Lord Jesus Christ.
- Section 2.** The week day meeting for prayer shall be held each Wednesday evening.
- Section 3.** The minimal observance of the Lord's Supper shall be Sunday evening in the months having five (5) Sundays and at least one (1) Sunday morning each year. *(Revised 2001)*
- Section 4.** There shall be an annual business meeting the 2<sup>nd</sup> or 3<sup>rd</sup> Saturday of November. Written reports shall be submitted to the church by the Secretary, Treasurer, Deacons, Sunday School Superintendent and all auxiliary organizations of the church by the end of January. The Chairman of the Deacon Board is the moderator of all business meetings of the church. In his absence the Vice-chairman shall be moderator. *(Revised 2001)*
- Section 5.** Special meetings may be called by the Chairman of the Deacons, or in case of his resignation, absence, or refusal to act, the Pastor may call such meetings, and the notice shall first be publicly given out on the two weeks preceding the called meeting. In the event the above will not act, special meetings will be called by the church clerk if there is a petition of twenty (20) members or 10 percent. The procedure of time is the same, only the business for which the meeting is called shall be transacted in special business meetings.
- Section 6.** No work day on Sundays. *(Revised 1997)*
- Section 7.** A quorum for the transaction of business shall consist of not less than twenty percent (20%) of the active resident membership present and voting, except that on matters pertaining to the appropriation of money, or the transfer of property, or amendments to this Constitution and By-Laws, a quorum shall consist of not less than forty percent (40%) of the active membership resident and sixteen years of age and over who are present and voting, when the meeting shall have been announced for two previous Sundays. On all matters of church business a member must have reached the age of sixteen (16) years to have voting privileges. Quorums are further modified elsewhere in the Constitution and By-Laws and are in order and are not voided by this section. *(Revised 1997)*

**Article XI** ..... **Elections**

- Section 1.** The Deacons completing their second year of office shall serve as the nominating committee. The duty of the committee will be to contact qualified members for their approval of nomination and to establish a sample ballot to be posted the second Sunday before the annual meeting, and a printed ballot for the annual business meeting. Other nominations may be presented to the nominating committee by active resident members 4 weeks prior to the annual meeting for review and consideration. These nominations must have prior approval of the nominee. The ballot should present two persons for each office if possible. All absentee ballots must be signed by the Pastor and one Deacon. *(Revised 1996)*

**Section 2.** The election shall proceed as follows:

- a. Appointment of tellers by the Chairman of the meeting;
- b. Issuance of election ballots with the list of nominees;
- c. Adoption of ballots;
- d. Collection of ballots, count, and declaration of the officers.

**Section 3.** All officers shall take office January 1<sup>st</sup> following the annual meeting. *(Revised 2001)*

**Section 4.** In case of death, resignation, or removal of any office, other than Pastor, the office shall be filled by appointment with the approval of Pastor and Deacons.

**Article XII** ..... **Parliamentary Procedure**

Robert's Rules of Order shall be the order of procedure.

**Article XIII** ..... **Amendments**

The Constitution and By-Laws may be amended or revised at a regular meeting of the Church by a majority vote of forty percent (40%) of the active resident members and voting provided the proposition to amend is read and submitted to the church on two Sundays preceding the meeting. The Constitution Committee will present the amendment at a business meeting.

**Article XIV** ..... **Dissolution Clause**

In the event it becomes necessary to dissolve and terminate the activities of this church, the officers of the church shall distribute the remaining assets to the Mission Boards that we presently support which could qualify under Section 1,501 © (3) of the Internal Revenue code of 1954. *(Clause added 2001)*