



## Constitution of Jakarta International Baptist Church

### **Article I: Name**

This body of Christians, the Jakarta International Baptist Church, is referred to as the “JIBC” or “Church”, formerly called the English Language Congregation of the Kebayoran Baptist Church.

### **Article II: Affiliation**

The Jakarta International Baptist Church is affiliated with the Union of Indonesian Baptist Churches (i.e., the Gabungan Gereja Baptis Indonesia) and the recognized governmental body of the Gabungan Gereja Baptis Indonesia and the Indonesian Baptist Fellowship (i.e. Yayasan Baptis Indonesia).

### **Article III: Purpose**

The JIBC is a local body of baptized believers with Jesus Christ as its head and the Bible as its authority. Our purpose is to glorify God (1 Cor. 10:31 and Eph. 1:3-13): upwardly through worship (Dt. 6:13; Heb. 13:15; 1 Peter 2:5, 9-10), inwardly through discipleship (Mt. 28:19; Rom. 12:1-21; 2 Tim 2:15; 2 Peter 3:18), and outwardly through evangelism (Mt. 28:19-20; Mark 16:15; Acts 1:8).

### **Article IV: Statement of Faith**

The “Statement of Faith” of the JIBC is as indicated in the London Baptist Confession of 1689 (Kerkham Modern English Version, revised by JIBC in 2008).

### **Article V: Membership**

There shall be two categories of membership: Members and Associate Members.

#### Section 1: Reception of Members

Any person will be received into membership in the JIBC upon stating (i) their faith in Christ as their personal Savior, (ii) their agreement that the Scriptures (as defined in the JIBC Statement of Faith) are the inspired, authoritative, Word of God, (iii), their baptism by immersion (previous baptism is sufficient) and (iv) their agreement to be governed in church affiliation by this Constitution. The Elders shall ensure that proposed members meet these conditions and are presented to the congregation. If the Elders and the congregation approve on a case-by-case basis, a person may function as a member of the JIBC while retaining regular membership in their home church.

## Section 2: Reception of Associate Members

Any person will be received as an associate member in the JIBC upon stating (i) their faith in Christ as their personal Savior, and (ii) their agreement to be governed in church affiliation by the inerrant, authoritative Word of God (Bible) and by the principles of government stated in this Constitution. The Elders shall ensure that proposed associate members meet these conditions and are presented to the congregation. Associate members shall have the same rights and responsibilities as members, except that they may not vote or serve as an Elder, Deacon, committee chairperson, Clerk, Treasurer, or as a Ministry Director.

## Section 3: Termination of Membership and Associate Membership

Members and associate members may be terminated by any of the following: (i) death; (ii) transfer to another church; (iii) voluntary withdraw; (iv) permanent change of residence outside Indonesia; or (v) exclusion. Exclusion shall require a unanimous vote of the Elders and a vote of sixty percent (60%) of the members. Exclusion shall be for the most grievous offenses and only used after all Biblical means of restoration have been exhausted.

## Section 4: Inactive Membership

Any member or associate member who, without due cause, has not attended any services for a reasonable length of time (i.e., six months or more) shall be placed on the inactive membership roll by the clerk.

# **Article VI: Church Government**

## Section 1: General

The Elders shall be responsible for the primary direction and policy determination of the Church. As leaders in the Church they are to carefully and prayerfully consider issues, seeking the clear Biblical leadership of God in each case. Normally, all decisions of the Elders should be unanimous. However, in cases where a unanimous decision is not reached, the issue should be tabled for one month to allow for further prayer and examination. After a period of one month, the Elders may reach a decision by majority vote.

The elders should model the wisdom and unity of Christ intended for the Church in their attitudes and actions. Therefore, the Elders shall keep the congregation informed of important decisions that have been made that will impact the JIBC and shall seek congregational input on appropriate occasions. When deemed necessary by the Elders, a congregational vote shall finalize decisions and policies. For major facility expansions and/or expenditure, the Elders shall request a congregational vote.

## Section 2: Business Meetings

Business meetings shall be of two kinds: the annual meeting and special meetings. The annual meeting shall be held during the last quarter of each year, after announcement in a worship service at least one week prior to the meeting. Special business meetings will be called by an Elder upon written application of five members. Special meetings may be called to consider any pertinent matters; however, one week's previous announcement in a worship service shall be given for the meeting, and only matters specified in the announcement may be considered.

An Elder shall serve as the church moderator and preside at all business meetings. Business meetings shall be regulated by the latest edition of Robert's Rules of Order.

Elections of Finance Director, Clerk, and any other Ministry Directors shall be held during the annual business meeting.

### Section 3: Quorum

In all business meetings, those voting members present shall constitute a quorum; however, in matters of great importance to the JIBC, such as selecting a Pastor Elder, excluding a member or associate member, recalling of an officer, or amending this Constitution, a quorum of thirty percent (30%) of active voting members shall be required.

### Section 4: Voting

All active members age 16 or older may vote in the business of the JIBC. For selecting a Pastor Elder as described below in article VII, Section 1 (c) a written ballot shall be required. In all other matters, the moderator may determine the method of voting. A simple majority shall determine actions on items of business except as stipulated elsewhere herein.

## **Article VII: Church Positions**

We believe the Word of God (Bible) specifies only two offices in the local Church: Elders/Pastors, also known as overseers or bishops (Acts 20:17, 28), and Deacons. We also believe that each of these offices is referred to as being a plurality in a local body of believers. The spiritual leadership and oversight is the responsibility of the Elders, and the physical care and meeting the "temporal" needs of the Body is facilitated by the Deacons. A church officer must be a man of mature Christian character and witness with an exemplary moral life and reputation in the community. These officers shall view themselves as servants of the Church and should labor with deep humility and love, always seeking the best interests of the congregation according to the will of God. Therefore, only these two offices shall exist with provisions for the appointment of other positions, including but not limited to, Finance Director, Clerk, and other Ministry Directors. Chief functions of these Church officers and some of the other Church positions are outlined below.

### Section 1: Elders/Pastors

(a) Duty and Function: The Bible teaches that God supplies gifted men to serve as Elders of the local Church (Acts 14:23; Titus 1:5; Eph. 4:11-13). In scripture, ruling and shepherding the church is usually given to a plurality of Elders (Acts 11:30, 14:23, 15:2, 4, 5, 22, 23, 16:4, 20:17-23; 21:18; Phil. 1:1; James 5:14; 1 Thes. 5:12, 13a; 1 Tim. 4:14, 5:17-19; Heb. 13:7, 17, 24; I Pet. 5:1-2). There may be as many Elders as are Biblically qualified and recognized. The Elders are responsible for the spiritual leadership of the Church, serving under Jesus Christ, the Chief Shepherd (I Peter 5:1-4; Eph. 4:15). They are to equip and prepare the people of the Church to the end that all the membership is actively involved in personal ministry (Eph. 4:11-13). They shall plan the worship, teaching, evangelistic and prayer services of the Church as led by the Holy Spirit, and shall seek to provide spiritual help and counsel to all in need of such, as the Lord leads and enables.

(b) Individual Roles: Each of the Elders shall serve in specialized roles according to his individual gifts and callings in order to best meet the needs of the congregation. Elders may be paid or serve in a voluntary function in accordance with their responsibilities.

(c) Pastor: At least one of the Elders shall serve as Pastor Elder. His selection shall be by nomination from a pastoral selection committee to the Elders based on the candidate's qualifications. Upon Elder approval of a nominee, his name will then be submitted to the congregation for a vote. Approval by the congregation requires a sixty percent (60%) vote. This Elder shall continue as Pastor Elder until his resignation, death, departure, or removal from office as described in Section 1 (d) of this article.

(d) Election and Recall: As additional Elders are needed, the existing Elders and the members of the congregation will nominate men who apparently meet the Biblical qualifications. These nominees will be personally interviewed by those Elders already serving in the Church. Each of the nominees must meet the Biblical qualifications for Elder (Titus 1:6-9; 1 Tim. 3:1-7), believe that God has truly led and gifted him to fulfill this office, and they must agree with the JIBC Statement of Faith. Names of the nominee(s) will then be submitted to the congregation for feedback, which should be given privately to one or more Elders. Absent special circumstances, the Elders shall make a final approval or disapproval of the nominees three weeks after submitting the names to the congregation. The Elders will obtain congregational affirmation of these men as soon as possible at a special called business meeting. Each man shall continue in his office until his resignation, departure, death, or removal from office by a sixty percent (60%) vote at a duly called meeting for this specific purpose. Such a meeting may be called by the other Elders or upon written petition of thirty-three percent (33%) of the voting members.

## Section 2: Deacons

(a) Duty and Function: There may be as many Deacons as the Elders deem necessary to assist in the ministry needs of the Church (Acts 6:3). Each of these men must meet the Biblical qualifications for Deacon (1 Tim. 3:8-13) and they must agree with the JIBC

Statement of Faith. In accordance with the teachings of Scripture, the Deacons shall attend to the physical care and meet the “temporal” needs of the Body and assist the Elders in the various ministries and programs of the Church.

(b) Term of Office: The Deacons shall arrange themselves in classes so that men serve in five-year terms. If re-nominated and affirmed by the congregation, a Deacon may return to service after one year off. In circumstances where it is deemed necessary for a Deacon to continue to serve a term longer than five years, the Elders must approve and the congregation must affirm that action.

(c) Election: Members of the congregation and the officers shall nominate men who meet the qualifications of 1 Timothy 3 and Acts 6. The Elder board, by unanimous vote, will finalize the list of nominees. A personal interview will be held with the nominee to confirm his qualifications and desire to serve as Deacon. Names of the nominee(s) will be submitted to the congregation for feedback, which should be given privately to one or more Elders. Absent special circumstances, the Elders shall make a final approval or disapproval of the nominees three weeks after submitting the names to the congregation. The Elders will obtain congregational affirmation of these men as soon as possible at a special called business meeting.

### Section 3: Finance Director

Duties and Function: The Finance Director will be a member and shall: (i) be responsible for all the money belonging to the JIBC; (ii) keep an itemized account of all the receipts and expenditures; (iii) serve as the lead person on the Finance Team; and (iv) make periodic reports to the JIBC, including a summary report at the annual meeting. At the election of his successor by the JIBC, the Finance Director shall promptly deliver to such successor, or if none the Clerk, all books, records and accounts of JIBC. The Finance Director will work with and under the supervision of the Deacons.

### Section 4: Clerk

Duties and Function: The Clerk will be a member and shall: (i) keep a register of names of members and associate members, along with dates of reception to and termination of membership, and a record of baptisms; (ii) issue letters of transfer; (iii) keep accurate minutes of each business meeting and meetings of the Ministry Council; (iv) notify all persons of their election or appointment to Church positions; and (v) compute the quorum for meetings. Records of the JIBC kept by the Clerk shall be open for inspection by any member or associate member. The Clerk will work with and under the supervision of the Elders.

### Section 5: Ministry Directors

Duties and Function: In lieu of committees, the Elders may appoint members to serve as Ministry Directors who supervise various ministries of the church. It is expected that a Ministry Director will develop a team to accomplish stated goals and objectives. A

Ministry Director may assume duties immediately upon appointment, but must be affirmed by a majority vote of the congregation at the next annual meeting. The Elders will announce to the congregation the appointment of any ministry directors. Ministry Directors will work with and under the supervision of the Elders or Deacons.

#### Section 6: Special Committees

Duties and Function: Special committees, either temporary or permanent, may be established to meet a particular need or to act in a special area of service. Formation or dissolution of such a committee and its members may be proposed by either members, Elders, or Deacons, but must be approved by the Elders and the congregation must be informed. If possible, at least one Elder should be a member of each committee. Such committees may be Finance, Nominating, Missions, Youth, Personnel, Worship, Properties, etc.

#### Section 7: Support Groups

Duties and Function: The Elders or Deacons shall establish or dissolve church support groups as necessary for the ministries of JIBC. These support groups may be responsible for various areas of service and outreach in the church, or for discipleship and shepherding. If possible, at least one Elder and/or Deacon should be a member of each group.

#### Section 8: The Ministry Council

The Elders and Deacons of the JIBC, along with any Ministry Directors, Committee Chairpersons, or ministry staff shall form the Church Ministry Council. The council is not the governing body of the JIBC and shall not normally vote to approve or disapprove church policy or practice. The purpose of the Council will be to facilitate ministry activities through communication and coordination. The council will meet at least five times each calendar year and hear reports from the various church ministries. Meetings will normally be announced at least one week in advance.

### **Article VIII: Financial Policy**

As a non-profit organization, funds received by JIBC through contributions will be used for JIBC purposes in accordance with the annual budget. This annual budget shall be prepared by the Finance Director (working with and under the supervision of the Deacons) and presented to the JIBC for approval at the annual business meeting held during the last quarter of the calendar year, and it shall take effect January 1. Only the Finance Director and named church members approved by a congregational vote shall be authorized to sign checks on JIBC bank accounts. All bank accounts kept by the Treasurer shall be considered the property of the JIBC, and all financial books and records shall be made available for audit by any member or associate member. Furthermore, there will be a financial audit conducted each year.

### **Article IX: Amendments**

This constitution may be amended by the affirmative vote of sixty percent (60%) of voting members that are present at any business meeting, provided the proposed amendments have been presented to the JIBC in writing at a business meeting not less than one month prior to the proposed action.

### **Article X: Dissolution**

In the event that JIBC should be dissolved, its assets will first be used to satisfy its financial obligations. Any remaining assets shall be distributed to Gabungan Gereja Baptis Indonesia for use by other Baptist churches.

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Amended \_ December 14, 2008\_ This replaces all previous versions.