



# Nehemiah Bible Church

*Rebuilding the family and the community*

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## New Members Workbook

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## Member Engagement

Welcome to Nehemiah Bible Church! We are so glad that you are joining our family! As the verses below support, we believe that since God has called you to be a part of the Nehemiah family, He has placed you here for a reason. You will not fully be the person He intended you to be and Nehemiah will not fully be the church He intended unless you play an active role. He has given you specific gifts to help complete our family!

Romans 12:4-6 (ESV)

**4** For as in one body we have many members,[a] and the members do not all have the same function, **5** so we, though many, are one body in Christ, and individually members one of another. **6** [Having gifts that differ according to the grace given to us, let us use them](#)

1 Peter 4:10-11 (ESV)

**10** As each has received a gift, use it to serve one another, as good stewards of God's varied grace: **11** whoever speaks, as one who speaks oracles of God; whoever serves, as one who serves [by the strength that God supplies—in order that in everything God may be glorified through Jesus Christ](#). To him belong glory and dominion forever and ever. Amen.

Ephesians 4:15-16 (ESV)

**15** Rather, speaking the truth in love, we are to grow up in every way into him who is the head, into Christ, **16** from whom the whole body, joined and held together by every joint with which it is equipped, [when each part is working properly, makes the body grow so that it builds itself up in love](#).

1 Corinthians 12:4-7 (ESV)

**4** Now there are varieties of gifts, but the same Spirit; **5** and there are varieties of service, but the same Lord; **6** and there are varieties of activities, but it is the same God who empowers them all in everyone. **7** To each is given the manifestation of the Spirit [for the common good](#).



## Nehemiah Bible Church

Welcome to Nehemiah!

I am thrilled that you have shown an interest in active membership at Nehemiah. At Nehemiah, there are many ministries, opportunities and facets of the ministry, but we only have one focus: **Igniting a Passion to Follow Jesus/Rebuilding the Family and the Community**. Our mission is pretty simple. We want to see you saved, and impacting your community for Jesus Christ and our church exists to fulfill that goal in Brookside, Indianapolis, and into any area of the world.

As you begin the process of becoming an active member of Nehemiah, we hope you witness our clear strategy for taking our mission and making it a reality. Our strategy captures the core ingredients from which ministries derive their purpose. In other words, we really want you to impact your community for Jesus, and here is how we do it:

**Exalting Christ** – Our aim in our **morning worship** service is to lead you into the presence of Jesus through vibrant music, compelling stories of God's grace, observing church ordinances and the expositional teaching of God's Word.

**Experiencing Community** – We believe that you were meant to do spiritual life with a small group of people. At Nehemiah we primarily do that in one of two ways: **Small Groups** and **Adult Bible Study**, and there are also many other forms of community which exist, such as this membership class.

**Embracing a Calling** – You have gifts, talents, and abilities given to you by God, and it is our passion to show you how you could use those gifts to **make a difference** in the Kingdom. We want you to find a place to plug in by serving.

We believe our focus of: **Igniting a Passion to Follow Jesus/Rebuilding the Family and the Community**, is best seen in the context of community, and the elders, fellow members, and I, look forward to engaging with you in the membership process these next few hours.

We hope this booklet serves you by providing helpful information about membership and the specific areas in which you can embrace your calling and exercise the gifts, talents and abilities God has given you. We are here to answer any questions that you may have. You may also access our website, [nehemiahbiblechurch.com](http://nehemiahbiblechurch.com), which has updated information about every area of ministry.

Thanks again for showing interest in active membership at Nehemiah. I hope that you will enjoy the class!

A. Cory Johnson  
Senior Pastor

**Overview of Class**

This class is designed to educate you not only about Nehemiah Bible Church but also the whole body of Christ, the church. The class is on Saturday from 9:00 a.m - 1:00p.m. with breakfast and lunch provided. It will be a time of getting to know other people, reviewing the information in this workbook, and meet Nehemiah Bible Church leaders.

**How to Use This Workbook**

This is called a workbook because there are sections that you will be asked to fill out before class and during class. In addition, we want to work with you to be sure you have all that you need to become a vibrant part of our community.

## Mission Statement and Strategy:

### Mission Statement:

**Igniting a Passion to Follow Jesus / Rebuilding the Family and the Community**

**DO NOT DO THE PUZZLES BEFORE CLASS**

M Q J I D F J R O N S S M A H  
L Z P I D U V G Y O T X A S Q  
C O M M U N I T Y I Y J O M Y  
W O L L O F T Q Y S S K S L V  
X C E B M N H N K S L U I A Y  
K U G Z P S E Y O A A M S C G  
R Y U C T C L Z R P A X Q E V  
W B A I U L V F J F I C T C J  
E Q U K G S S M V Z G K E Q B  
G N I D L I U B E R N S M B A  
N M D S V P A V L Y I N X S A  
D E N M F D D I V V T Q H S N  
J S H J P V N Y F E I L R Z D  
F J B R X H S T Y V N H L L O  
T M Q L Q G D S Z D G A S D J

AND  
COMMUNITY  
FAMILY  
FOLLOW  
IGNITING  
JESUS  
PASSION  
REBUILDING  
THE

### Strategy:

**Exalting Christ**  
**Experiencing Community**  
**Embracing a Calling**

G E Z C T P N P F Y N C Y Y B  
L N X G P V C R F T C I T J J  
I N I A A V E Q Z I A F O I S  
Z M X C L G X K F N L B I V I  
D C T H N T J L W U L J Y M S  
K K L Z M E I Q P M I K V B G  
P V M B I O I N R M N J X L O  
G W A P F C E R G O G E T T K  
R R B T J X R H E C W N X O N  
G N I C A R B M E P C R Y N C  
F D R P C H R I S T X Q D B O  
X L H T Y I M P J Q K E R U L  
R X F L M R V C E M S P Q S M  
I L L F L J A R Y L G T M V M  
E D G J M R M F E W J Q F D P

CALLING  
COMMUNITY  
EMBRACING  
EXALTING  
EXPERIENCING

## **Core Values**

### **Pre-eminence of Jesus**

While many things vie for priority in life, we are committed to centering our lives and church on Jesus—our Savior, our Lord, our Way to the Father, our example and enabler, our high priest and the One who is worthy of our worship and total allegiance. Jesus is the truth, and the church is called to be the pillar and foundation of the truth. The main thing is to keep the main One (Jesus) the main thing.

### **Authority of the Word**

The Bible is the basis of who we are, what we believe and everything we do. We are committed to preaching, teaching, counseling, sharing and living by the sufficiency of God's Word because it contains everything we need for life and godliness. The power for real life change exists through the *Word, not our ideas, thoughts or opinions. God's Word is written in ink, while our plans and theologies are in pencil.*

### **Redemptive Community**

We are broken people loved by the Father, redeemed by Jesus, and empowered by the Holy Spirit. We purpose to foster an atmosphere where we can be used to minister God's love, by repairing the broken and bringing into restoration those lost to sin, by the power of the crucified and resurrected Lord Jesus. Our focus is Jesus, our authority is the Word, and our aim is Christ-likeness as we live together as the community of God's redeemed.

### **Biblical Unity in Diversity**

We are committed to a diverse unity in our personal relationships, our ministry forms, and our theological systems. We value unity within sound Biblical doctrine and a spirit of humility with a non-divisive spirit. We want to reflect the indivisible, yet diverse, unity of the Father, Son and Spirit, and freedom to be continually reforming so that we can be a fuller reflection of our triune God.

### **Culture of Extravagant Grace**

We desire to be a community of believers, who treat others with the same extravagant grace that God has lavished upon us, and we yearn to demonstrate this grace in our individual communities, our city, and around the world in a way that is transparent, real, and helpful. We are blessed to be a blessing to each other, the city of Indianapolis, and the world.

### **The Call to Go!**

Each of us is called to be a Spirit-empowered catalyst for life change in our areas of personal influence. While the body of Christ is made up of a variety of gifts, the calling is the same: Go! Therefore we approach ministry with a passionate resolve to equip the saints to engage our culture, addressing the most pressing problems, and reaching the most needy people in our city and the world.

## Our Beliefs

Nehemiah Bible Church is an assembly whose faith and practice is:

- Centered in Jesus
- Committed to the authority of Scripture
- Conservative in our evangelical, theological heritage
- Consumed in worship of the triune God
- Continually aggressive in pursuit of His glory and kingdom

### **Our beliefs can be summarized as follows:**

We believe the Bible to be the verbally inspired Word of God, inerrant in the original manuscripts, and the sufficient and final authority for all matters of faith, practice, and life (II Timothy 3:16).

We believe God is triune, being three in person and one in essence. The Father, Son, and Spirit are equally God but are three in person. This God is the center of our worship (Matthew 28:19-20).

We believe in the sovereign rule of the Father who assumes headship of all that He created and continues to care and sustain in providence all that exists (Isaiah 40).

We believe that the eternal Son took on human flesh, being born of a virgin, and that Jesus Christ is truly God and truly man, the only mediator between God and man (Matthew 1:23-25, I Timothy 2:5, Philippians 2:5-7).

We believe that all have sinned and are under the condemnation of death (Romans 3:23 and 6:23).

We believe that Jesus, according to the will of God the Father, offered Himself as a substitutionary sacrifice and that all who believe in Him have eternal life. On the cross, Jesus defeated evil, sin, and death. He shed His blood so that those who repent and believe will have life in Him as their Lord and Savior (John 3:1, Romans 10:9-10).

We believe that salvation is by grace through faith and that true faith in the gospel will be made evident by a life of godliness, which is only possible by walking with the Holy Spirit and by participation with the community of the saints (Acts 2:42, Ephesians 2:10, Philippians 2:12, Hebrews 10:25).

We believe in the bodily resurrection of Jesus as the first fruits of our resurrection and His ascension into heaven to the right hand of the Father. We look forward in hope to His second coming in glory (I Corinthians 15:3-8, II Peter 3).

We believe that baptism is a faithful response to God's grace, signifying one's identification with Christ and His church and that the church's privilege is to commune with the triune God and His people in celebrating the Lord's Supper (Acts 2:3).

We believe that the church is the pillar and foundation of the truth, sharing in God's redemptive mission through proclamation of the gospel by word and deed, resulting in transformed lives committed to God's glory. The church is the community where the people of God share their lives in fellowship with God and each other (I Timothy 3:15, Matthew 28:19-20).

We believe in a coming Great Day where all people -- the living and the dead -- will stand before God in order to hear His verdict concerning their eternal destiny, either heaven or hell (Revelation 20:11-15, I Corinthians 3:12-15).

After thoroughly considering our doctrinal stance, do you substantially agree to the doctrinal statement in our constitution? Where do you have disagreements? Also, do you completely agree with the statements listed above?



## A Biblical Study of Church Membership

Here you are—considering becoming an active member of Nehemiah Bible Church. We hope you are curious as to why church membership is important (very important). Obviously, many of you think it is, or you would not be here; yet a good review of the Bible on the topic of the church is always healthy.

We have structured the next few pages to help you walk with us through the Scriptures that relate to this topic. We will use questions to map our journey, and we encourage you to read these passages and interact with us and the Bible by writing your thoughts after the questions. Our prayer is that we will be of one mind as we pursue God's kingdom as members of Nehemiah. Let's get started with the first of seven key questions to consider about membership.

### 1. What is church?

**Think of this:** The word "church" is very familiar to us, but its true New Testament meaning is often lost. Many scholars would argue that the word "assembly" would be a better term to describe the idea of "church." It is not a building or an organization or a social club or a self-help group—we have enough of those. It is an assembly of a unique sort of people (like you and those in this class), with a unique calling in God's kingdom. In question #4 we will look at the way the New Testament writers described the church with some great metaphors.

**Look at this:** These verses are motivating as we see what the Bible thinks of the church. Notice that the word "church" is not always used in these verses; the early believers did not think of "church" as the only word to describe themselves. How do these passages answer the question "What is church?"

Matthew 28:20

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Acts 20:28

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Ephesians 4:11-12

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Titus 2:14

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**Conclusion:** "Church" is a word that refers to people, not a place. It is the assembly of the blood-bought children of God functioning as Christ's body in this world. What a privilege it is to be a part of something like that!

## 2. Who is the church?

**Think of this:** Since church is not a place but people, who are they? We may meet on the east side of Indianapolis, but the building there is not the church any more than our house is our family. The question becomes “Who is the church?” From an eternal perspective, this may be the most important question for you and me in our lives.

**Look at this:** There are two categories of verses that help answer that question: How does one become a member of God’s family (necessary to be the church)?

Acts 26:20

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Romans 10:9-10

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Ephesians 2:8-9

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Titus 3:3-8

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What else is necessary to be in the church? The Scripture is clear that faith is the only requirement to become a child of God (and it is not a work—right?). However, when we read the New Testament, we find that baptism is associated with church membership.

How do the following verses link baptism with those who believe in Jesus?

Acts 2: 41

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Matthew 28:19-20

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Acts 8:12

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Here is the “bottom line” question: Are you ready for membership? The Scripture does not teach that you need to be baptized or join a church to go to heaven, but it does say you need to believe to be in

God’s family and the evidence of that faith is that believers were baptized and connected to local assemblies. What are some signs of true believing faith in your life? Are you a child of God?

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**Conclusion:** The family of God is made up of blood-bought people who have repented of their sin and trusted in Jesus to save them and make them His children. They also have moved ahead and obeyed Jesus and been baptized as an act of associating themselves with the assembly of the people of God. It is an outward witness. If you have any questions about baptism, we would be happy to talk more with you. We are excited that you desire to assemble together as fellow heirs of the inheritance of the Father.

**3. Why is there church?**

**Think of this:** Some people think that church is some man-made organization, when in reality it is God’s design. It was His idea. There are at least three concepts that help show the beauty of God’s design. The church exists for believers to exalt Christ, experience community and embrace their calling.

**Look at this:** What do the following passages describe about the purpose or goal of the church?

Matthew 16:18

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Ephesians 3:20-21

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Matthew 28:19-20

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Ephesians 4:11-13

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**Conclusion:** The “why” question of the church is God’s to answer. Christians believe that God is triune (and often that idea is considered to be impractical — we disagree). As being triune — Father, Son, Spirit — three in one, God affirms many things. One beautiful reality is that God existed eternally as a relational being. He loved before we existed; He communicated; He did the things that beings in relationship do. He created us to bear His image, and we are wonderfully relational also. That has produced a lot of human problems, because we are sinners.

The church, however, is made up of redeemed people united in a God-ordained community and commissioned by that God to live their lives in this world. What a high and holy calling. We love the Father, we love the Son, and we love the Spirit. Thanks be to God for the church that allows us to live out the glory of your life in community. If you have never thought of that—read the paragraph again. If you have considered this—let’s together live out our faith in the Father, Son and Spirit as we live together with diverse gifts serving the same Lord. It’s all about Him!

#### 4. How does the Bible describe this church?

**Think of this:** We will make this one short. Good job hanging in there (especially with the last question). The New Testament uses several metaphors (word pictures) to describe the church. They help us to see the robust reality of what this church is all about.

**Look at this:** In the following verses, list the descriptions given for the church

I Corinthians 12:12-13

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I Peter 2:5

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I Timothy 3:15

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**Conclusion:** There are a number of ways to describe the church, and in the end, it is a group of people that assembles together to live out the glory of its salvation in Jesus.

#### 5. What does the church do—is there a job description?

**Think of this:** The church is a community of God’s people on a mission. We have been called by God to action (not just in the future but today). It is a privilege to engage in this community and to get busy serving our Lord.

**Look at this:** List some of the activities of the church described in the following verses:

Matthew 28:19-20

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Acts 2:42

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I Cor. 11:26

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I Cor. 12:4-12

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Matthew 18:15-20

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Ephesians 4:11-16

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**Conclusion:** There is plenty of work to do. We are on a mission. We are to be worshipers of our triune God who are active in the disciple-making process. It works in many ways and we are excited to have you become a part of our mission which is to be people who are **“Igniting a Passion to Follow Jesus/Rebuilding the Family and the Community.”**

**6. Is there anything else I should know (i.e., what’s the “fine print”)?**

**Think of this:** The church is not a secret organization with mysterious initiation rites or code words known only to the initiated. The bottom line is that God wants his people to love HIM and love one another. That is done in community. There are some aspects of the church that may need more information for the newcomers. Please take advantage of this class and other opportunities to ask questions of our church leaders. No question is illegitimate. Sincere followers are what God desires.

**Look at this:** Here are a few verses that highlight some areas of church involvement that may be overlooked. With each verse, there is a question to guide you in your study.

Matthew 18:15-20—God desires his church to be holy. We take that seriously and follow the pattern of Matthew 18 for all of our members. Review these verses and list the 4 steps of church discipline. Are you willing to support this pattern?

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Philippians 2:1-3—What is the principle that Paul emphasizes in this text?

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## 7. Is membership really necessary or is it merely a man-made structure?

**Think of this:** We at Nehemiah love to search the Scriptures and see what God says. Our core values statement asserts that “our plans and systems are written in pencil, only the Word is in ink.” We also realize everyone does not agree on all points of theology and practice. Our hope is that you will seek an assembly where you can diligently serve the Lord with substantial agreement with that group. Frankly, we are also hoping it is with us as we become more passionate in following Jesus.

Please review our mission statement and core values to get a sense of our expression of the Scriptures and what can happen in a local church of “Jesus-followers.” For this last section, you do not need to write down anything; rather, we’d like you to reflect on the statements below. Our prayer is that you will agree with us that local church membership is absolutely necessary for a healthy Christian to follow Jesus.

**Look at this:** Review the following statements:

Ephesians 3:20-21—The church glorifies and exalts Christ forever—TOGETHER

II Tim.4:1-4—The church is to preach and obey the Word of God without apology—TOGETHER

Hebrews 10:24-25—The church must assemble to encourage one another—TOGETHER

I Cor. 11:26, Matt. 28:19—The church worships God by partaking in the ordinances of the Lord’s Supper and Baptism—TOGETHER

Matthew 18:15-20—The church holds each other accountable to be holy—TOGETHER

Acts 6:1-7—The church is to take care of one another and meet the needs of the needy—TOGETHER

Matthew 28:19-20, Acts 1:8—The church is on a mission to spread the gospel to all the world both here and abroad—TOGETHER

Thank you for your efforts in this study. We are in love with Jesus and want to show love to others. We are very grateful to the Lord that He established the community of faith we call the church. We want to be avid worshippers of God in his full glory and to spread that glory to others. We welcome you to come along with us on this wonderful journey in God’s kingdom.

## Spiritual Gift Descriptions

Spiritual gift descriptions and practical uses can be found in the following pages

**Administration** is a gift that provides insight into other people's spiritual gifting as well as natural talent, which allows for placing people who want to minister in a particular way together with those who need just this ministry.

**Apostleship** is sometimes confused with the *office* of Apostle. The office of Apostle was held by a limited number of men chosen by Jesus, including the twelve disciples (Mark 3:13-19) and Paul (Romans 1:1). The requirements for the office of Apostle included being a faithful eyewitness of Jesus' ministry and His resurrection (Acts 1:21-22; 1 Corinthians 9:1), and being called by Jesus Himself (Galatians 1:1).

The Apostles were given authority by Jesus to do many different things to establish the church, including writing Scripture and performing miracles (John 14:26, 2 Peter 3:15-16, 2 Corinthians 12:12).

There are no more that hold the office of Apostle today, but the gift of apostleship continues in a different sense. Jesus gave apostles, prophets, evangelists, shepherds and teachers at His ascension (Ephesians 4:7-12), and these represent a distinct category of apostles. They do not have the authority to write Scripture as the original Apostles did. They also have a different purpose in the sense of establishing the church – the foundation has already been set.

The mission for those with the gift of apostleship today is to plant new ministries and churches, go into places where the Gospel is not preached, reach across cultures to establish churches in challenging environments, raise up and develop leaders, call out and lead pastors and shepherds, and much more. They often have many different gifts that allow them to fulfill their ministry. These are leaders of leaders and ministers of ministers. They are influencers. They are typically entrepreneurial and are able to take risks and perform difficult tasks. Missionaries, church planters, certain Christian scholars and institutional leaders, and those leading multiple ministries or churches often have the gift of apostleship. See also Ephesians 4:11, 1 Corinthians 12:28, Acts 1:21-22, 1 Corinthians 9:1.

**Discernment** is the heightened ability to read or hear a teaching, to encounter a problem, or to consider a proposed course of action, and then determine whether the source behind the teaching, problem, or action is divine, merely human, or satanic. This will be a much needed gift near the End of the Age.

**Evangelism** is a special ability to lead unconverted persons to a saving knowledge of the Gospel of Jesus Christ. The person with this gift has the wisdom to know when, who, and how to call the rebellious into the Kingdom of God. Evangelists are the spiritual "obstetricians" in the church.

**Exhortation** is the gift of being able to encourage others by well-timed and wise counsel. This gift builds the Body of Christ by helping new, young and adolescent disciples to turn from sin and believe in the power of the Holy Spirit. Barnabas, whose name literally means Son of Encouragement, is the best example of this in the Bible. Also called the gift of **Counseling**, or the gift of **Encouragement**.

**Faith** as a gift is an extraordinary confidence in God that is unshakable by situations, pain, apparent failure, or ridicule. While we are all called to have faith, this is an extraordinary amount of faith above and beyond that of Christians without this gift. This gift strengthens the individual and other believers (by example) to endure persecution and wait upon the Lord.

**Giving** empowers one in a sensitive way to detect material or financial needs and meet those needs with Spirit inspired generosity. Recipients of help from Christians with this gift have a clear sense that God has provided, not man.

**Knowledge** is an ability to remember Scripture or have it supernatural quickened, or to know a fact or truth about a person or situation revealed directly by the Holy Spirit.

**Leadership** in the Greek is actually "he who provides leadership in giving aid". These go first and lead by example, so that others are motivated to follow. (1Cor 11:1) Those with the gift of leadership are quick to identify problems and show by doing how to minister to those in need.

**Mercy** transcends both natural human sympathy and normal Christian concern, enabling one to sense in others a wide range of emotions and then provide a supportive ministry of caring and intercessory prayer. Also called the gift of **Compassion**.

**Pastor/Shepherd** is the collective (plural in Greek) ministry of the Elders to "shepherd" an individual or community of Christian believers. This gift is a special passion and empowering to lead people into green pastures, steer others away from danger, fight off predators, and bind up wounds.

**Prophecy/Preaching** is speaking what God wants said with clarity, creativity, and power. . The primary ministry in this gift is not prediction, but in confronting people with the truth about God and man - with conviction and repentance as the result.

**Serving/Ministering** is a gift which expresses the love of Christ by taking care of lowly or time consuming tasks to allow others to be more effective ministers.

**Teaching** is the ability to understand and communicate the Christian faith so as to make the truth clear to others. The result of this gift is the equipping and maturing of others in the body of Christ so that they will grow in grace and be more effective disciples.

**Wisdom** is special illumination that enables one in a specific instance to grasp divine insight regarding a fact, situation, or context. This gift is useful in directing the Body in what to do next; in making God's will known.



## Using Your Spiritual Gifts at Nehemiah

Spiritual gifts are given to every believer to do the work of ministry—to help fulfill the Great Commission—to build up the church—to glorify God. At the moment of salvation, you were given a gift. The Bible lists eighteen gifts in three passages. (Romans 12, 1 Corinthians and Ephesians 4) You may have been given more than one. But there is no reason to brag about it, it is not a reward or a result of natural talents and skills. . We don't want to celebrate our giftedness; we want to always celebrate the gift giver. Your gift or gifts are simply the way God wants to use you to glorify Him.

Scripture also tells us to use our gifts in love (1 Corinthians 13). "By this all men will know that you are My disciples, if you have love for one another." (John 13:35)

The Spiritual Gifts Test will help you identify your predominant gift(s). We use the test as a guide to help you discover areas of ministry where you can serve at Nehemiah. The test and our membership team, who will gladly meet with you and talk about your results, are to help you explore and exercise your spiritual gifts.

Included below are areas where some of the gifts might be used in ministry.

**Administration:** A ministry needing a coordinator, facilitator, or co-leader  
For example: Communication, Women's Ministry, CEF, Small group leader/coach, VBS.

**Mercy/ Compassion:** Any of our Compassion Ministries  
For example: Funeral Assistance, Hospital Visitation, Transportation, New Born Baby Ministry, Military Ministry, or Widows Ministry.

**Evangelism:** Any Ministry where we are intentional with the gospel  
For example: Preschool or Elementary Small Group Leader, VBS, or Outreach.

**Exhortation:** Any Ministry where we can speak truth and encourage others  
For example: Men's Discipleship, Music, Women's Mentoring, Women's Bible Study Leader, Lay Counselor, Junior or Senior High Ministry.

**Knowledge:** Any Ministry where truth given can affect change in the lives of others  
For example: Women's Bible Study Teacher, or Children's Teacher, Sunday school director.

**Leadership:** Any Ministry needing leadership to a group or project to accomplish a specific goal or objective.  
For example: Small Group Leader/Coach, Teacher, Communications Team Assistant, Children's Room Leader, or Nursery Supervisor.

**Service:** Any Ministry needing help with general or specific skill required- Regularly or one time needs  
For example: Child Care, Office Support, Building/Grounds Keeping, Set-up/Tear-Down Events, Providing Transportation, A/V Communion Prep, or Kitchen Help. Short Term Meals, , Communion Prep, Tech-Serve, or Bus Driver.

**Teaching:** Any Ministry class type, group setting or with an individual where truth is applied resulting in spiritual and practical growth

For example: Men's Discipleship, Women's Bible Study Leader, Preschool or Elementary Teacher, Kids Church Teacher, or Small Group Leader

**Wisdom:** Any Ministry where you can influence and direct others with greater insight from God's Word. For example: Lay Counseling, Men and Women's Discipleship, Small Group Leader/Coach.

## **Nehemiah Leaders & Ministry Guide**

### **Leadership**

Cory Johnson – Lead Pastor  
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Lower Elementary (6-8)  
Upper Elementary (9-12)

## **Teen's Ministry**

David Scott

## **Local Outreach**

Cory Johnson

## **Men's Ministries**

Cory Johnson

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## Principles in Giving

How are we to participate?

### 1. Give as God gives to us

2 Corinthians 9:7

*"So let each one give as he purposes in his heart, not grudgingly or of [a]necessity; for God loves a cheerful giver."*

God does not give to us with reluctance, nor out of a sense of duty. He gives with an attitude of love and calls us to do the same.

### 2. Our giving is an expression of our thankfulness to God

James 1: 17-18

*"Every good gift and every perfect gift is from above, and comes down from the Father of lights, with whom there is no variation or shadow of turning. Of His own will He brought us forth by the word of truth, that we might be a kind of first fruits of His creatures."*

So when we give, we simply offer Him a small portion of the abundance of goodness and already has and will continue to give us.

### 3. Even when we can't do much, do we believe God can do much with it?

Mark 6:38; 41-44

*"But He said to them, How many loaves do you have? Go and see. And when they found out they said, Five and two fish. And when He had taken the five loaves and the two fish, He looked up to heaven, blessed and broke the loaves, and gave them to his disciples to set before them, and the two fish he divided among them all. And they took up twelve baskets full of fragments and of the fish. Now those who had eaten the loaves were about five thousand men."*

### 4. Give to God so His word can continue to go forth

1 Corinthians 9:13-14

*"Do you not know that those who serve at the altar partake of the offerings of the altar? Even so the Lord commanded that those who preach the gospel should live from the gospel."*

All of our offering goes to support the local church, salaries of our Pastors, programs for teaching the word of God, evangelism, discipleship and encouraging spiritual growth.

### 5. Blessings in return for faithfulness

Malachi 3:10

*"Bring all the tithes into the storehouse, that there may be food in My house. And try Me now in this, says the Lord of hosts, If I will not open for you the windows of heaven and pour out for you such a blessing that there will not be room enough to receive it."*

God rewards faithfulness. His desire is to provide for those who truly call upon Him and demonstrate their love through the enactment of their faith.

## **6. Treasure of the heart**

Mark 12: 41-44

*"Now Jesus sat opposite the treasury and saw how the people put money into the treasury. And many who were rich put in much. Then one poor widow came and threw in two mites, which makes a quadran. So He called His disciples to Himself and said to them, Assuredly I say to you that this poor widow has put in more than all those who have given to the treasury; for they put in out of their abundance, but she out of her poverty put in all that she had, her whole livelihood."*

## **7. Ultimate attitude of giving**

Proverbs 23:26

*"My son give me your heart, and let your eyes observe my ways."*

Giving to God through offering is an outward sign of a heart that is willing to surrender to God. God doesn't demand our obedience for the sake of obedience alone. He demands our hearts be fully devoted to Him and the result will be a life of obedience.

## Giving Financially

If you desire to contribute financially to Nehemiah Bible Church, you can do so with or without offering envelopes. We understand that you may feel led to support a certain area of ministry at Nehemiah Bible Church but you can only designate up to four main areas. This can be done by simply designating in the memo line of your check or by noting it on your offering envelope. The four areas are:

- **General Fund** – the day to day operations of ministry at Nehemiah including operating expenses, salaries and funding for all the individual areas of ministry. If nothing is designated in the memo line or offering envelope, it will default to the general fund.
- **Mission Fund** – the specific support of Global and Local Outreach ministries.
- **Building Fund** – the specific support of things related to physical facilities of Nehemiah Bible Church and their maintenance.
- **Designated Funds** – for more specific giving such as benevolence or a particular foreign mission scholarship gift, you need only write the keyword (ex. “Benevolence”) in the memo line or on the designated line of the offering envelope.

All contributions to Nehemiah Bible Church are tax deductible and record is maintained for all verifiable gifts (including cash given in offering envelopes). Contribution statements are distributed at the beginning of each year for the purposes of taxes.

### Offering Envelopes

Sundays can be a busy day and offering envelopes are simply a reminder. They are available on the children’s sign-in table. They also allow you to give cash that is tracked and totaled for contribution statements. If you prefer, we have an on-line option at [www.nehemiahbiblechurch.com](http://www.nehemiahbiblechurch.com). Click on the “give” tab and complete the information.

## **Confession of Faith for Nehemiah Bible Church**

The issue of doctrinal beliefs is important to us as leaders. We recognize that merely having a written doctrinal statement or creed or confession of faith, does not constitute a full statement of what is true nor does it constitute a true and saving faith. However, we do believe that there are core beliefs that can be stated about God and his work in this world that will help us to monitor our adherence to maintaining God in the center of His church. The following are some of the statements we believe sum up briefly our understanding of God and his actions and therefore help us to guide this community with God at the center. The Scriptures are our guide on this quest, but our center is God as revealed by Jesus and illuminated by the Spirit.

### **I. Articles of Faith of Nehemiah Bible Church**

#### *Section 1 - The Scriptures*

We believe that the Holy Bible, as originally written, was verbally inspired and the product of Spirit-controlled men, and therefore is inerrant. We believe the Bible to be the only authority in all matters of faith and practice and life. (II Timothy 3:16,17; II Peter 1:19-21)

#### *Section 2 - The Godhead*

We believe in one triune God, eternally existing in three persons - Father, Son, and Holy Spirit - co-eternal in being, co-identical in nature, co-equal in power and glory, and having the same attributes and perfections. (Deuteronomy 6:4, II Corinthians 13:14)

#### *Section 3 - The Fatherhood of God*

We believe in God the Father who reigns with providential care over his universe, His creatures, and the flow of the stream of human history according to the purposes of His grace. He is powerful, all loving and all wise. God is Father in truth of those who become children of God through faith in Jesus Christ (Jn. 17:2, Matt. 6:9, Eph. 1:3, Rom. 11:33).

#### *Section 4 - The Person and Work of Christ*

- A. We believe that the Lord Jesus Christ, the eternal Son of God, became man, without ceasing to be God, having been conceived by the Holy Spirit and born of the virgin Mary, so that He might reveal God and redeem sinful man. (John 1:1,2,14; Luke 1:35; John 10:30-33)



- B. We believe that due to the Lord Jesus Christ's sinless life and death He was resurrected and exalted as the King of kings and Lord of lords above everyone, and that in everything He is preeminent; therefore inaugurating, establishing and is building His Kingdom which is the Kingdom of God. (Col. 1:13,18; Phil. 2:8-10; Dan. 2:44,45; Rev. 1:5, 17:14, 19:16)
- C. We believe that the Lord Jesus Christ accomplished our redemption through His death on the cross as a representative, vicarious substitutionary sacrifice; without the shedding of blood there is no remission of sin; and that our justification is made sure by His literal, physical resurrection from the dead. (Romans 3:24,25; II Cor. 5:21; I Peter 1:3-5, 2:24; Ephesians 1:7; Romans 5:1,2; Hebrews 9:22)
- D. We believe that the Lord Jesus Christ ascended to heaven and is now at the right hand of God in the midst of the throne, where, as our King and Great High Priest, He fulfills the ministry of our Shepherd, Representative, Intercessor, and Advocate. (Acts 1:9,10; Rev. 5:6, 7:7; Hebrews 7:25, 9:24; Romans 8:34, I John 2:1,2)
- E. We believe in the coming of the Lord Jesus Christ for His redeemed ones and in Him along with His saints finally judging the wicked on earth; therefore consummating His Kingdom and bringing about the end of this age. (I Thessalonians 4:13-18, 5:1-10; II Thessalonians 1:5-10; Rev. 2:25-27, 20:7-15)

#### Section 5 - *The Person and Work of the Holy Spirit*

- A. We believe that the Holy Spirit is a Divine Person, equal with the Father and Son and of the same substance and nature; that He convicts the world of sin, and of righteousness, and of judgment; and that He is the supernatural Agent in regeneration, indwelling and sealing believers unto the day of redemption. (John 16:8-11; I Corinthians 12:12-14; Romans 8:9; Ephesians 1:13,14)
- B. We believe that He is the Divine Teacher who guides believers to be obedient to the truth. (John 16:13; I John 2:20,27; Ephesians 5:18; John 14:16,17, 15:26)

#### Section 6 - *Satan*

We believe that Satan is a fallen angel, the deceiver and father of lies; that he is the unholy god of this age; that he is the open and declared enemy of God and man; and that he is destined to the judgment of eternal justice in the lake of fire. (Job 1:6,7; Isaiah 14:12-17; Matthew 4:2-11, 25:41; II Corinthians 4:4, Revelation 20:10)

#### Section 7 - *Humanity*

We believe that humans were created in the image of God, but that, in Adam's sin, the race of humanity fell, inherited a sinful nature and became alienated from God; and that humans are totally depraved and of themselves utterly unable to remedy their lost condition. (Genesis 1:26,27; Romans 3:22,23, 5:12; Ephesians

2:1-3, 12; John 6:44). We believe that God created humans as male and female and ordained marriage to be between one man and one woman who unite in one flesh to reflect God's glory. (Genesis 1:27-28, Genesis 2:23-24, Matthew 19:4-6, Ephesians 5:22-33). Sexual intimacy is reserved for those bound together in the covenant of marriage only (1 Corinthians 7:8-9).

#### Section 8 - *Salvation*

- A. We believe that salvation is possible only through the substitutionary and vicarious death of Christ for men. (Galatians 1:4; Isaiah 53:4-6; II Corinthians 5:21; I Peter 2:24, 3:18)
- B. We believe that all men are without ability to come to God, but that God in sovereign grace, apart from any consideration of foreseen human merit, chose some before the foundation of the world unto salvation in Christ. (John 6:44; Acts 13:48; Ephesians 1:4,5; Romans 9:8-23; II Thessalonians 2:13)
- C. We believe that faith in the finished work of Christ is the only condition of salvation from sin and this salvation is wholly of grace; that no works, however good, make that salvation more secure. (Acts 16:31; Ephesians 2:8,9; Titus 3:5-7; Romans 1:9-13)
- D. We believe that every believer receives the gift of eternal life and is made a child of God and, as such, a special divine providence watches over his welfare so that he is kept in a state of grace until it is succeeded by a state of glory. (John 1:12, 10:20,29; I John 5:10-13; I Peter 1:5; Philippians 1:6; Romans 8:28,29; Ephesians 1:13,14)

#### Section 9 - *Separation*

We believe that all of the saved should live in such a manner as not to bring reproach upon their Savior and Lord and that separation from all religious apostasy and its organizations and from all worldly and sinful practices is commanded of God. (II Timothy 3:15; Romans 12:1,2, 14:13; I John 2:15-17; II Corinthians 6:14-18, 7:1; Romans 16:17,18)

#### Section 10 - *Evangelism and Missions*

We believe that it is the duty of the saved to witness by life and by word to the truths of the Bible; to assist in giving the Gospel of Christ to all the world by praying, giving, and going in obedience to the leadership of the Holy Spirit. (Acts 1:8; Matthew 28:18-20)

### Section 11 - *Local Church*

- A. We believe a local church is a body of professing, baptized believers organized in one locality, with Biblical officers of elders and deacons, which assembles for the purpose of glorifying God through the observation of the Biblical ordinances, worship, instruction, and Gospel service. (Matthew 18:15-17; I Corinthians 1:2; I Timothy 3:1-5)
- B. We believe that the local church has two ordinances committed to it to observe; they are baptism and the communion of the Lord's Table.
- C. We believe that the meaning of baptism is best pictured (where physically possible) by the immersion of the believer in water; that it is a testimony of the believer's identification by faith with Christ in His death, burial, and resurrection . (Acts 2:41,42; 8:36-39; Matthew 28:19-20)
- D. We believe that the communion of the Lord's Table is the partaking of the bread and the cup by believers in remembrance of the death of Christ in our behalf; that it is to be observed until He comes. (I Corinthians 11:23-32; Matthew 26:26-29)

### Section 12 - *The Eternal State*

- A. We believe in the bodily resurrection of all men, the saved to eternal bliss and the unsaved to judgment and eternal punishment. (Matthew 25:46; John 5:28,29; 11:25,26; Revelation 20:5,6,12,13)
- B. We believe that the souls of the redeemed are, at death, absent from the body and present with the Lord where, in conscious bliss, they await the first resurrection when spirit soul and body are reunited to be glorified forever with the Lord. (Luke 23:43; Revelation 20:4-6; II Corinthians 5:8; Philippians 1:23, 3:21; I Thessalonians 4:16,17)
- C. We believe that the souls of the unbelievers remain, after death, in conscious misery in hell until the second resurrection when, with soul and spirit and body reunited, they shall appear at the Great White Throne Judgment and shall be cast into the lake of fire, not to be annihilated, but to suffer everlasting conscious punishment. (Luke 16:19-26; Matthew 25:41-46; II Thessalonians 1:7-9; Jude 1:6,7; Mark 9:43-48; Revelation 20:11-15)

# **Code of Bylaws For Nehemiah Bible Church**

## **PREAMBLE**

We, the members of Nehemiah Bible Church, Inc., desiring to faithfully serve the Lord Jesus Christ, to foster the spirit of harmony, to promote good order in the Church and to better set forth our position before the world, ordain and establish the following articles to which we voluntarily submit ourselves together with the Confession of Faith of the Church.

## **ARTICLE I - NAME**

This assembly shall be known as Nehemiah Bible Church, Inc., and is herein referred to simply as the "Church."

## **ARTICLE II - PURPOSE**

The purpose of the Church shall be:

- A. To exalt the Lord Jesus Christ as the Son of God, the Savior of the world, and the Head of His Church. (Matthew 16:13-18; Romans 10:8-11; Ephesians 5:23; Colossians 1:15-19)
- B. To establish a local congregation of believers patterned after the New Testament church and obedient to the teaching of the Scriptures.
- C. To build and advance the universal Church of which Christ is the Head by:
  - (1) Teaching believers the doctrines of Scripture and training them for the work of the ministry. (II Timothy 2:15; Ephesians 4:11-12)
  - (2) Providing a place where believers can assemble to worship the Lord. (Hebrews 10:25)
  - (3) Preaching the Gospel of Christ to the lost and leading them to the Savior. (Matthew 28:18-20; Acts 1:8)

## **ARTICLE III - ASSOCIATION**

The Church, recognizing Christ as its Head and the Scripture as its only rule for faith and practice, shall not be subject to any other authority. It may associate in fellowship with those of like faith and practice and may declare itself in agreement with others in a common cause, but under no circumstances shall such association be construed as bringing the Church under the authority of any such person, group, or body.

## **ARTICLE IV - MEMBERSHIP**

### *Section 1 - Qualification*

Membership in the Church shall be restricted and limited to regenerated believers who have received baptism by immersion (except for physical or medical limitations) subsequent to regeneration.

### *Section 2 - Application*

Applicants for membership shall be interviewed by the Elders, or their designees, concerning their salvation, baptism and Christian life. Applicants must complete an informational course as designated by the Elders. Additionally, Elders shall receive from the applicants their intention to (a) support the program of the Church; (b) abide by and be governed by the Confession of Faith and these Bylaws; (c) be in substantial agreement with the Confession of Faith of the Church and; (d) support the Church with financial contributions and to personally attend its activities. The interviewers shall make a recommendation to the Elder Council for the applicant's nomination for membership. Otherwise, the applicant's name shall not come before the Church members.

### *Section 3 - Acceptance*

Applicants shall be received into membership of the Church on a majority vote of the members in attendance at any regular service or at a duly called special or annual meeting of the Church, and pursuant to Article VIII, Section 3 of these Bylaws.

### *Section 4 - Restoration*

The Elders shall seek to aid erring and delinquent members to restoration. They may recommend to the Church members proper action in relation to erring or delinquent members who refuse to show evidence of repentance. A majority vote of the members in a special or annual meeting of the congregation, or in a regular service, shall be sufficient for removal of the name of a member from the membership rolls of the Church and any other final steps of discipline determined prudent in the reasonable discretion of a majority of the Elders. The procedures set forth in Matthew 18:15-17 and I Corinthians 5 shall be followed. If an unrepentant member is removed from the Church membership, all contact with that person from that point forward (except by family members) must be for the sake of restoration. All members shall submit to the discipline process if and when it is administered, and no member shall attempt to remove him or herself from membership, pursuant to Section 5 of this Article or otherwise, to avoid such process.

### *Section 5 - Exclusion*

Members who do not attend the regular services of the Church for a period of six months shall be presumed to have excluded themselves from membership in the Church, unless otherwise determined by the Elders or their designees. Exceptions to this rule shall apply in cases of illness or infirmity, missionary and Christian service, absence due to military service and temporary employment not involving a permanent relocation. The names of members who have excluded themselves may be brought, without notice to such members, before the Church congregation at any business meeting and a vote to remove their name(s) from the membership roll taken. A simple majority of the voting members present shall order removal.

*Section 6 – Internal Matters*

Determinations of the internal affairs of the Church are ecclesiastical matters and shall be determined exclusively by the Church's own rules and procedures, as amended from time to time.

*Section 7 – Membership Rights*

- A. A member, upon five-business days prior written request made upon the Church, may inspect, but not copy or remove, the most recent financial statements of the Church that have been reviewed or audited by an independent CPA firm, the minutes of the proceedings of Church meetings and Elder meetings, subject to the right of the Church to redact confidential information.
- B. A member may not, under any circumstances, inspect or copy any record relating to member discipline, individual contributions to the Church, any non-public list of names and addresses of Church members, or the accounting books and financial records of the Church, including, but not limited to personally identifiable information such as compensation, leave, or benefits.
- C. Notwithstanding anything herein to the contrary, the Church shall have the discretion, exercised in good faith, to redact from any records information that the Elders reasonably believe should remain confidential.

**ARTICLE V - GOVERNMENT AND OFFICERS**

*Section 1- Congregational Authority*

The Church observes congregational polity that finds its authority in the majority vote of the congregation. The congregation shall, as it deems advisable from time to time, assign responsibilities and delegate authority concerning those responsibilities to its officers and

auxiliary organizations in order to carry out its mission in an orderly fashion, but only in accordance with these Bylaws and the Articles of Incorporation. Further, the groups of members serving the congregation, including the Elders and the Deacons, shall organize themselves so that majority rule governs their respective activities. However, no amendments to these Bylaws shall limit the congregation's responsibility or authority to (a) approve the expenditure of funds under the control of the Church, whether by predetermined budget limitation or individual approvals; (b) to elect those who will serve as Elders and Deacons; and (c) to administer Church discipline.

*Section 2 – Council of Elders; Pastors; Deacons*

The Council of Elders shall serve as the Board of Directors. Elders shall be responsible for the general oversight and teaching of members. Pastors (not all of whom may be elders) shall be employees who are responsible for such things as discipleship, instruction, and oversight for various ministries in the church. Deacons shall be responsible for serving members.

## A. Elders

- (1) Number and Term - The Elders shall determine the number of men who shall serve on the Council after taking into consideration the number it reasonably believes is necessary or useful to adequately do the work of the ministry. The Elder Council shall always have more non-staff Elders than permanent staff Elders as voting members. Should the Church have more permanent staff Elders than non-staff Elders, the Council shall determine which staff Elders will serve as voting members and which staff Elders will be non-voting. Elders shall be elected to three-year terms and after serving a full three-year term shall be eligible for nomination and re-election unless the Elder no longer meets the criteria set forth in Section 2(A)(4) of this Article.
- (2) Nomination and Election
  - a. Candidates for the office of Elder shall be nominated by seventy-five percent (75%) of the voting Elders present at a duly called Elder meeting or by not fewer than 5 members of the Church who have signed a nominating petition and presented the petition to the Elders not less than sixty (60) days prior to the annual Church business meeting. Elder nominees must meet the criteria and qualifications set forth in Section 2(A)(4) of this Article.
  - b. Elders shall be elected individually by the members. The approval of seventy-five percent (75%) of the members present at a duly called Church business meeting shall be necessary to elect each Elder
- (3) Responsibilities - The Elders shall be responsible for overseeing and administering the affairs of the congregation, and shall assign responsibilities to officers and respective members of their number to accomplish assigned tasks and offices. Elder oversight and administration shall include, but not be limited to, the following:
  - a. nominate Pastors for consideration and approval by members
  - b. appoint officers of the Church;
  - c. administer employees of the Church;
  - d. nominate Deacons for consideration and approval by the members;
  - e. direct the Deacons;
  - f. nominate Elders for consideration and approval by the members;
  - g. appoint from their number a Chairman of all meetings of the Elders and of the congregation; and
  - h. all other lawful actions in furtherance of the Church's purposes.
- (4) Eligibility - Any man who meets the following criteria may be nominated to serve as an Elder:

- a. satisfy those requirements set forth in I Timothy 3:1-7 and Titus 1: 5-9;
  - b. be twenty-one (21) years of age; and
  - c. be a voting member of the congregation in good standing for at least one year prior to election, or, in the case of a Pastor, commit to become a member upon election as an Elder.
- (5) Removal; Vacancies – Elders may be removed from the office of Elder for unbiblical conduct or abandonment of office, as determined by the Elders. An Elder shall be removed upon a vote of seventy-five percent (75%) of the remaining voting members of the Elder Council present at a duly called meeting. In the event an Elder is removed or resigns before his term expires, the Elders may nominate a qualified member to fill the vacancy for the remainder of the term. Such a nominee shall be brought before the congregation as set forth in Section 2(A)(2)(b) of this Article. In the event the Elders elect to increase the number of Elders on the Council, the Elders shall nominate qualified members to fill the new seats on the Council. Such nominees shall be brought before the congregation as set forth in Section 2(A)(2) of this Article.
- (6) Regular Meetings - Unless otherwise determined by the Chairman, a regular meeting of the Elder Council shall be held monthly on any day designated not less than seven (7) days in advance by the Chairman of the Elders. The Elder Council may provide by resolution the time and place within Marion County or Hamilton County, Indiana for the holding of additional regular meetings of the Council without other notice than the resolution.
- (7) Special Meetings - Special meetings of the Elder Council may be called by or at the request of the Chairman, the President or 25% of the Elder Council. The persons authorized to call special meetings of the Council may fix any place within Marion County or Hamilton County, Indiana as the place for holding any special meeting of the Elder Council.
- (8) Notice - Notice of any special meeting of the Elder Council shall be given to each Elder at least two (2) days previously by written notice delivered personally, faxed, or by email. If notice is sent by postal mail, such notice shall be deposited in the US mail first class or by next-day delivery, not less than seven (7) days before such special meeting. Notice shall be sent to the Elder's last known address as shown by the records of the Church. Any Elder may waive notice of any meeting. The attendance of an Elder at any meeting shall constitute a waiver of notice of such meeting, except where an Elder attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or conducted. Neither the business to be transacted at, nor the purpose of, any regular or special meeting of the Council need be specified in the notice of waiver of notices of such meeting, unless specifically required by law or by these Bylaws.
- (9) Quorum - A majority plus of the Elder Council shall constitute a quorum for the transaction of business at any meeting of the Council; but if less than a majority of the Elders are present at the meeting, a majority of the Elders present may adjourn the meeting from time to time without further notice.
- (10) Manner of Acting - The act of a majority of the Elders present at a meeting at which a quorum is present shall be the act of the Elder Council, unless the act of a greater number



is required by law or by these Bylaws.

(11) Informal Action by Elders - Any action required by law to be taken at a meeting of the Elders, or any action which may be taken at a meeting of Elders, may be taken without a meeting if a consent in writing, setting out the action so taken, shall be signed by all of the Elders.

#### B. Pastors

- (1) The Lead Pastor will be the main preaching pastor and responsible for leading in the development of vision.
- (2) Pastors shall be those men elected by the members and employed by the Church in recognition of their call by God to lead and teach. A Pastor may be elected to serve with regard to a specific role, such as Pastor of Education.
- (3) The Elders will be responsible to find candidates, either from among Church staff or Church membership or external to it, to fill pastoral roles as needed (including the Lead Pastor and any other positions deemed necessary by the Elders). After due process a 75% of the voting Elders shall be required to nominate a candidate for the pastorate to Church members.
- (4) The candidate will become a Pastor upon the approval of seventy-five percent (75%) of the members present at a duly called Church business meeting as set forth in Article VIII, Section 2.
- (5) Any Pastor's term of service will be open ended until terminated by resignation or a 75% vote of the voting Elders at a duly called meeting of the Elder Council for that purpose.
- (6) A Pastor may only become an Elder through the process designated for the nomination and election of Elder as set forth in Section 2(A)(2) of this Article.
- (7) The term of a Pastor as an Elder shall be the same as any other Elder as set forth in Section 2(A)(1) of this Article.

#### C. Deacons

- (1) Number and Term - The Deacons shall be elected, by a 75% vote of the members of the Church present at a duly called Church business meeting, in sufficient number to provide for the needs of the Church membership, shall serve for a term of three (3) years, and be eligible for reelection. In addition to nomination by the Elders as provided in this Article V, Deacons may be nominated by not fewer than 5 members of the Church who have signed a nominating petition and presented the petition to the Elders not less than sixty (60) days prior to the annual Church business meeting.
- (2) To be qualified to be nominated and serve as a Deacon, each nominee and Deacon must:
  - a. meet the requirements of I Timothy 3:8-13;
  - b. be willing to accept instruction, training and oversight from the Elders; and

- c. be at least twenty-one (21) years of age and a voting member in good standing for at least one (1) year.
- (3) Responsibilities - The Deacons will be servants of the Church under the authority of the Elders. The Elders will give them direction and areas of responsibility. These areas may include:
- a. caring for the needs of the people; and
  - b. caring for the physical property of the Church.
- (4) Removal; Vacancies - Deacons may be removed from office for unbiblical conduct or abandonment of office as determined by a 75% vote of the voting members of the Elder Council present at a duly called meeting, or as determined by the President and upon written notice from the President to the removed Deacon. In the event a Deacon is removed or resigns before his or her term expires, the Elders may, at the discretion of the Elders, nominate a qualified member to fill the vacancy, which nominee shall be brought before the congregation pursuant to Section 2(C)(1) of this Article.

### *Section 3 - Officers*

A. Appointment; Removal - The officers of the Church shall be its President, Secretary and Treasurer, and such Vice Presidents and deputy secretaries and deputy treasurers as the Elders shall from time to time appoint, to have the authority and perform the duties prescribed by the Elder Council. All officers of the Church shall be appointed by the Council of Elders from among the members of the Church who are in good standing. One person may hold two or more offices and each officer shall serve until his or her successor has been appointed, unless the officer is no longer a member, no longer a member in good standing, or it is in the best interests of the Church to remove the officer, as determined by the Elders, in which event the officer shall be removed from office immediately. The Elders shall appoint qualified members to fill any vacancies in the offices of the Church.

B. Lead Pastor - Candidates for the position of Lead Pastor shall receive a memorandum of engagement that sets forth the candidate's duties, responsibilities, range of benefits and other material terms of employment. The memorandum of engagement shall first be approved by a 75% vote of the voting members of the Elder Council present at a duly called Elder meeting and then be made available to the congregation within a reasonable period of time before the members vote on the question of whether or not to employ the Lead Pastor. Subsequent modifications may be made in the memorandum of engagement by the Elders, provided that any material modifications shall be presented to the congregation in any business meeting. The material modifications shall be deemed approved by the congregation upon a vote of seventy-five percent (75%) percent of the members present at a duly called meeting.

C. President - The Lead Pastor of the Church shall serve as the President. In the absence of a Lead Pastor, the Elders shall appoint a President from among the Elders.

The President shall be the principal executive officer of the Church and shall in general supervise and control all of the business and affairs of the Church. He may sign, with the secretary or any other proper officer of the Church authorized by the Elders, any deeds, mortgages, bonds, contracts, or other instruments that the Elder Council has authorized to be executed, except in cases where the signing and execution shall be expressly delegated by the Elder Council or by these Bylaws or by statute to some other officer or agent of the Church; and in general he shall perform all duties incident to the office of President and such other duties as may be prescribed by the Council of Elders.

D. Vice-President - The Vice-President shall perform all duties incumbent upon the President during the absence or disability of the President and perform such other duties as this code of By-laws may require or the Council of Elders may prescribe.

E. Treasurer - The Treasurer shall have charge and custody of and be responsible for all funds and securities of the Church, receive and give receipts for money due and payable to the Church from any source, and deposit all such moneys in the name of the Church in such banks, trust companies or other depositories as shall be determined by the Church. The Treasurer shall, in general, perform all the duties incident to the office of Treasurer, and such other duties as may be assigned to him or her by the President or by the Elder Council.

F. Secretary - The Secretary shall keep the minutes of the meeting of the Elder Council in books provided for that purpose, see that all notices are given in accordance with the provisions of these By-laws or as required by law, be custodian of the corporate records, and in general perform all duties incident to the office of Secretary and such other duties as may be assigned by the President or by the Elder Council.

G. Assistant Treasurers and Assistant Secretaries - The assistant Treasurers and assistant Secretaries, in general, shall perform the duties assigned to them by the Treasurer or the Secretary, the President, and the Elder Council.

## **ARTICLE VI - FINANCES**

### *Section 1 - Fiscal Year*

The fiscal year shall coincide with the calendar year.

### *Section 2 - Disbursements*

- A. All monies shall be disbursed by check, except amounts of fifty (\$50) dollars or less, which may be paid out of a petty cash fund accounted for by vouchers.
- B. Items requiring expenditures over four thousand dollars (\$4,000) not covered by the budget approved by the members (the "Financial Budget") shall be approved by a majority of the members present during a duly called business meeting.
- C. Items requiring expenditures less than four thousand dollars (\$4,000) not covered by the Financial

Budget shall be approved by a majority vote of the voting Elders present at a duly called meeting.

#### *Section 3 - Funds*

- A. Most funds for the Church shall be raised by voluntary tithes and offerings.
- B. Special accounts created by vote of the members may be funded by loans, mortgages, or bonds.
- C. The Church will engage a qualified accounting firm or otherwise qualified individual to conduct an audit or a financial review at the conclusion of each fiscal year. The Treasurer will arrange for the audit.

#### *Section 4 - Allocation of Funds*

The Church will designate not less than ten percent (10%) and strive toward fifty percent (50%) of its general fund giving for benevolent and missionary work.

#### *Section 5 - Budgeted Staff Positions*

The Church may only hire staff to the extent its budget includes funds for such a position. The members shall vote to adopt the Financial Budget at the Church's annual meeting and material revisions to the Financial Budget shall be adopted upon the vote of the members at a specially called meeting or a regularly scheduled service. Full-time paid staff (director level or above) other than full time Pastors who must be approved by the members shall be first approved by the Elder Council. All other positions included in the budget will be recruited and approved by the appropriate person(s) on staff.

### **ARTICLE VII - MINISTRIES**

Ministries may be formed as deemed appropriate by the Elders to carry out the ministry and fellowship of the Church. Such ministries as Sunday School, Awana, youth groups, flock groups, and others established from time to time, shall report to and be under the supervision of the Elder Council and its designees.

### **ARTICLE VIII - CHURCH BUSINESS MEETINGS**

Church business may be conducted any time the Church meets as stipulated below. The teaching of the Word of God shall govern the conduct of business in all sessions. Where the Bible is silent, **Robert's Rules of Order** shall be the guide.

#### *Section 1 - Annual Business Meeting*

- A. The annual business meeting of the Church shall be held during a Sunday service in November.
- B. The meeting shall be for the election of Elders and Deacons, the approval of the Financial Budget for

the next fiscal year, and any other business that shall be on the agenda published at least two (2) Sundays prior to the meeting.

- C. The meeting must be preceded by formal announcement from the pulpit on at least two Sundays prior to the date of the meeting and the date must appear in printed or electronic media for at least two (2) Sundays prior to the date of the meeting.

#### *Section 2 - Business Meetings*

Subject to Article IX, special business meetings may be called by the Elders at any time, or by petition of at least five per cent (5%) of those members eligible to vote at a business meeting, with notification at least two weeks prior to the date of the meeting, which notification shall include the proposed agenda for the meeting. Notification for a special business meeting shall be issued in the same manner it would be issued for the annual business meeting.

#### *Section 3 - Limited Business Meetings*

Limited business meetings for the sole purpose of voting new members into the congregation may be convened during any regular church service without prior notification.

#### *Section 4 - Eligible Voters*

The voting age shall be eighteen (18) years or older except in cases where the law may require the voter to be of legal age.

#### *Section 5 - Quorums*

A quorum shall be the members present at a duly called Church business [meeting with that number being no less than 10 voting members](#). Notification of a business meeting must be issued via a formal announcement from the pulpit on at least two Sundays prior to the date of the meeting and the date must appear in the Sunday bulletin and the Church website for at least two (2) Sundays prior to the date of the meeting. Absentee ballots will be available upon request of a voting member.

### **ARTICLE IX - AMENDMENTS**

- A. The Confession of Faith and the Bylaws of Nehemiah Bible Church can be amended only during a duly called annual or special business meeting as set forth in Article VIII, Section 2.
- B. Copies of the proposed amendment(s) or change(s) must be provided for each voting member of the Church two (2) weeks prior to the business meeting.
- C. The approval of seventy-five percent (75%) of members present at a duly called Church business meeting shall be required for passing any amendments.

## **ARTICLE X - INDEMNITY CLAUSE**

Members of the Church shall agree not to pursue civil litigation against the Church corporation, its members, its officers, its paid staff, its Elders, its Deacons, or its Pastors. This provision will not prevent a member from pursuing a claim for personal injury against an insurance company.

## **ARTICLE XI - DISSOLUTION CLAUSE**

In the event of the dissolution of the Church corporation, all of its debts shall be fully satisfied before any assets are otherwise disbursed. None of its net assets or holdings shall be divided among members or other individuals but shall be irrevocably designated by congregational vote prior to dissolution to such not-for-profit religious corporations as are in agreement with the letter and spirit of the Bylaws, Confession of Faith adopted by this Church and in conformity with the requirements of Section 501(c)(3) of the United States Internal Revenue Service Code of 1954. In the event a quorum of members is not achieved after two (2) attempts for the purpose of voting on matters under this Article XI, then the Elders shall designate the distribution of the Church assets and holdings.