

## ABCUSA MATTHEW 25 GRANT APPLICATION

A generous donor has given a sum of money through American Baptist Churches USA to be used for programs that address “housing, feeding, education and health with regard to the less fortunate.” The donor’s primary concern is to help ameliorate poverty. ABCUSA will distribute grants of up to \$5,000 semi-annually as long as the generosity of this donor continues. A panel will select recipients largely based on the degree to which the funds will be used to directly assist persons in poverty. Ministries must be in relationship with American Baptist Churches USA to be eligible to apply.

1. General Information:

Organization Name: **North Baptist Church – Ottawa, Kansas**

Affiliation with ABCUSA: **Central Region**

Address: **413 East Wilson, Po Box 117, Ottawa, Kansas 66067**

Phone: **785-242-5111**

Federal Tax ID#48-0608907

Contact person: **Pastor Kim Wilcox** email: [pastorkimwilcox@gmail.com](mailto:pastorkimwilcox@gmail.com)

2. Please submit with your application a copy of:

- Your mission statement
- Your most recent annual report or audited financial statement

3. How do you plan to use the requested funds? How will the funds specifically assist individuals battling poverty and its effects? (Please submit on separate sheet. Maximum of one page.)

4. Total cost of the project: **\$12,000.00** (*if only once a month meals are provided*)

5. Amount being requested from the ABCUSA Matthew 25 Grant: **\$10,000.00** (\$5000 from the April distribution and \$5000 from the October distribution. We understand that this may not be possible, but we also know that “With God – All Things Are Possible.”

6. Your other funding source(s): Our own Church Budget, Wal-Mart (we have to people who work at Wal-Mart and volunteer their time for this project)

I certify that all the information submitted with this application is true and correct, and that we will use any granted funds as described. We will supply a 1-page report on the use of the funds and a photo within six months of receipt of the grant.

(Signed) *Kim A. Wilcox, Pastor, North Baptist Church* Date *2-28-13*

Printed Name/Title: Kim A. Wilcox – Pastor, North Baptist Church

**Please note:**

- Incomplete applications will not be considered.
- Recipients agree to share their stories via the ABCUSA website.
- Application deadline is March 1 for grants distributed on April 15; Sept. 1 for grants distributed on Oct. 15

- Completed applications should be sent to:  
Mission Resource Development  
American Baptist Churches USA  
P.O. Box 851  
Valley Forge, PA 19482-0851  
Or emailed to: [Beth.Fogg@abc-usa.org](mailto:Beth.Fogg@abc-usa.org)

## ABCUSA MATTHEW 25 GRANT APPLICATION

How do you plan to use the requested funds?

How will the funds specifically assist individuals battling poverty and its effects?

Beginning at the January 24, 2010 North Baptist Church Annual Business Meeting under New Business, then pastor Robert Loudon asked those attending the Business meeting what they were good at. The responses were cooking and eating. Pastor Robert suggested a *Free Meal* once a month for anyone who would like to attend. The result of that meal would be interaction with neighbors and the community. The discussion of the Free Meals included not selling or taking free-will offerings. It was decided that a project manager or committee should be in place before it went any farther.

Beginning on the Fourth Friday of March 2010 (March 26<sup>th</sup>) the first *Free Meal* was provided to the community. At that meal about 45 people were served and the name *Free Food Fourth Friday* began. The last Friday of the month was decided upon, because most people are low on or out of money by the end of the month and this provides a hot free meal for individuals and/or families.

Since that date the numbers have continued to rise, as well as the cost for providing the *Free Meal* to the community. As recently as the fall of 2012, 250 people were served on two different occasions. The Budget of North Baptist Church is very limited, but we have added \$2000 to serve as a Mission in providing funds to our neighbors here in Ottawa, Kansas and surrounding area. We also have two people who are members of North Baptist Church, who also work at Wal-Mart Distribution. Because of their volunteer efforts toward the program, Wal-Mart gives \$2000 a year to help provide funding for the Free Food Fourth Friday. With our Church budget of \$2000 and Wal-Mart's generous donation of \$2000 a year we have a total of \$4000 going towards the meals.

Last year as you can see we spent \$5240.40 on Free Food Fourth Friday's with an increase in numbers at the end of the year. We expect not only an increase in the number of people who participate in the Free Meals, but we also expect an increase in the cost for serving the meals.

The Free Meals that North Baptist Church of Ottawa, Kansas provides to this community is for anyone who would like to come and eat. At the January Free Food Fourth Friday, we had four new families who had never been to the meal before. Because of inclement weather here in Ottawa (Snow Storm) the free food Fourth Friday that so many families depend upon had to be canceled, as this whole area of the State of Kansas was shut down and crippled by the Snow. The Free Food Fourth Friday meal at the end of March 2013 will be the 3<sup>rd</sup> Birthday of this opportunity of serving our community.

We have not only seen an increase in the cost of Food supplies, but we have also incurred the costs of paper goods (feeding 250 people at a time), gas, electricity and water at the church building.

We would like to continue to provide the free meals to our community and surrounding area, and even the possibility of increasing the Free Meal days to two times a month, but because of funding we may not be able to continue to do what we have been doing.

The area we live in continues to see a high rate of unemployment and families not being able to make it monthly on their income. Again, this meal provides nourishment and fellowship to all who enter our doors at no cost.

Thank you for your consideration in this matter,

Pastor Kim Wilcox  
North Baptist Church – Ottawa, Kansas

# North Baptist Church

## Mission & Vision

[Statement of Faith](#) | [Church Constitution](#)

The purpose of North Baptist Church is the advancement of the Kingdom of Jesus Christ through worship, evangelism, spiritual growth, Christian Education, Christian social concern, fellowship, and mission outreach.

### Statement of Faith

[Scripture](#) | [God](#) | [Humankind](#) | [Justification](#) | [Regeneration](#) | [Baptism](#) | [Priesthood of Believers](#) | [The Church](#) | [Ordinances](#) | [Human Destiny](#) | [Evangelism](#) | [Sexuality](#)

Because we believe in Jesus Christ as our Lord and Savior, and because we accept the distinctive convictions of the Baptist people, we affirm the following distinctive's which need emphasis at the present time:

#### **1. The Authority of Scripture**

The Holy Bible is the inspired, authoritative and infallible Word of God and is our sole authority in all matters of faith and practice.

#### **2. God**

There is only one true and living God, Who is manifested in three eternal and co-equal persons; Father, Son and Holy Spirit. God possesses holiness, omnipotence, omniscience, omnipresent, love, mercy, and all other perfections. All humankind owes to Him supreme faith and obedience.

#### **3. Humankind**

Humankind has been created in the image of God, but through Adam's fall is now sinful, lost and condemned. By deliberate choice all participate in sin, which is open rebellion to God's law. Notwithstanding the fall, all human life through creation has value and dignity.

#### **4. Justification by Faith**

Human beings can be forgiven of sin and justified solely through the redeeming work of Jesus Christ, Who died for sinners and rose again from the dead. Only by repentance from sin and faith in Jesus Christ the Lord can acceptance with God be attained.

#### **5. Regeneration**

We believe in the right and competency of each individual soul to approach God in faith for salvation through Jesus Christ. Regeneration is the work of the Holy Spirit by which the believer receives a new nature from God. Christian growth, or sanctification, is the continuation of the new life principle which begins in the new birth.

#### **6. Baptism**

We believe in a church membership composed of believers who have been baptized by immersion in accordance with our understanding of the New Testament.

## **7. Priesthood of All Believers**

We believe that each individual believer in Jesus Christ has the authority and competency to approach God in prayer and worship without any intermediary except Christ. Christ is the only priest necessary for any believer, and all Christians comprise a kingdom of priests.

## **8. The Church**

The church in its widest sense includes all believers of all ages in Jesus Christ. The church is manifested visibly in the local body of baptized believers who covenant together to worship, observe the ordinances, and evangelize. We believe in the independence of the local congregation under the Lordship of its Head, Jesus Christ, and the responsible cooperation of that congregation with other Baptist churches and all other churches that make up the historic and worldwide church of the Lord Jesus Christ.

## **9. The Ordinances**

We believe in three ordinances of the church: baptism, the Lord's Supper (communion), and the laying on of hands (for ordination to the gospel ministry and for healing -- accompanied by anointing oil). We further believe that these ordinances carry no efficacy in themselves, but they are physical steps of obedience and expressions of faith and obedience by believers in Jesus Christ.

## **10. Human Destiny**

We believe in the personal return of Jesus Christ, at which time He will raise the dead and judge all people. Believers will enjoy an eternal state of blessedness with God, while unbelievers will experience eternal separation from God.

## **11. Evangelism, Missions, and Social Concern**

The church has been called to preach the gospel so that individual people can receive salvation. The church also has the obligation to take the gospel to every person and nation of the world. Also, the church is to become involved in the improvement of society by advocating biblical principles which militate against poverty, racism, violence, and all forms of injustice against mankind.

## **12. Human Sexuality**

God's design is that man and woman will be joined together in a perpetual monogamous relationship, or live in celibate singleness. The practice of premarital sex, adultery or homosexuality is incompatible with biblical teaching.

Because we believe in Jesus Christ as our Lord and Savior, and because we accept distinctive historic convictions of the Baptist people, which simply state are:

1. The right and competency of each individual soul to approach God in faith for salvation through Christ;
  2. A church membership composed of believers who have been baptized by immersion in accordance with our understanding of the New Testament;
  3. The spiritual authority of the Bible in all matters of faith and practice;
  4. The independence of a local congregation under the Lordship of its Head, Jesus Christ, and the responsible cooperation of that congregation with other Baptist Churches;
  5. The principle of spiritual freedom, which calls for separation of Church and State; and
  6. The obligation to take the Gospel to every creature and nation of the world.
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## ***Church Constitution and By-Laws***

*Revised February 10, 2008*

This constitution and these By-laws were unanimously adopted by the North Baptist Church of Ottawa, Kansas, May 22, 1983.

Revised: January 27, 1985; September 21, 1986; January 25, 1989; September 27, 1989; October 16, 1995; December 13, 2004; February 5, 2006; February 10, 2008..

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## ***Church Constitution North Baptist Church***

Because we believe in Jesus Christ as our Lord and Savior, and because we accept the distinctive historic convictions of the Baptist people, which simply stated are:

1. The right and competency of each individual soul to approach God in faith for salvation through Christ;
2. A church membership composed of believers who have been baptized by immersion in accordance with our understanding of the New Testament;
3. The sole authority of the Bible in all matters of faith and practice;
4. The independence of a local congregation under the Lordship of its Head, Jesus Christ, and the responsible cooperation of that congregation with other Baptist Churches;
5. The principle of spiritual freedom, which calls for separation of Church and State; and

6. The obligation to take the Gospel to every individual in the world; we therefore band ourselves together as a body of baptized believers in Jesus Christ, and adopt for our government and plan of worship and service the following articles.

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## **ARTICLE I NAME**

The name of this organization shall be the North Baptist Church of Ottawa, Kansas.

## **ARTICLE II PURPOSE**

The purpose of this Church shall be the advancement of the Kingdom of Jesus Christ through worship, evangelism, spiritual growth, Christian education, Christian social concern, fellowship and mission outreach.

## **ARTICLE III DENOMINATIONAL AFFILIATIONS**

This church shall be affiliated with the American Baptist Churches of the East Central Area, The American Baptist Churches of the Central Region, The American Baptist Evangelicals, and The American Baptist Churches of the U.S.A.

## **ARTICLE IV PROPERTY**

The title to all property belonging to the Church is vested in the trustees, whose election shall be by the members.

## **ARTICLE V MEMBERSHIP**

Membership in this Church will consist of those who profess faith in Jesus Christ as Lord and Savior and who adopt the faith and practices of the Church in accordance with the by-laws.

## **ARTICLE VI GOVERNMENT**

### **Section 1:**

The government of this Church is vested in the membership. The by-laws adopted by that membership shall make up the rules governing the Church, which shall be accomplished by elected officers, boards and committees.

## **Section 2: Officers**

The officers of this Church shall be:

1. Pastor
2. Other Ministerial Staff
3. Moderator
4. Clerk
5. Treasurer
6. Financial Secretary
7. Assistant Financial Secretary
8. Church School Superintendent
9. Assistant Church School Superintendent
10. Historian

## **Section 3: Boards**

The Boards of this Church shall be:

1. Deacons
2. Deaconesses
3. Trustees
4. Christian Education

## **Section 4: Standing Committees**

The Standing Committees of this Church shall be:

1. Music and Worship
2. Nominating
3. Finance
4. Christian Hospitality
5. Ushers

## **Section 5: Special or Temporary Committees**

1. Staff Selection
2. Auditing
3. Other Committees or Task Forces as needed

## **Section 6: Executive Council**

There shall be an Executive council composed of the following members:

1. Moderator
2. Pastor
3. Church Clerk
4. Church Treasurer
5. Members of the Ministerial Staff
6. Church School Superintendent
7. Chairman of the Board of Deacons
8. Chairman of the Board of Deaconesses
9. Chairman of the Board of Trustees
10. Chairman of the Board of Christian Education
11. Chairman of the Finance Committee



## **Section 7: Affiliated Groups**

Groups such as: the American Baptist Women's Ministries, the American Baptist Men and the American Baptist Youth may be formed for specific purposes.

## **ARTICLE VII FISCAL YEAR**

The fiscal year shall be January 1 through December 31.

## **ARTICLE VIII MEETINGS**

### **Section 1: Meetings for Worship**

The church shall meet regularly for morning and evening worship and for prayer services during the week. The Board of Deacons and/or the Board of Deaconesses may approve exceptions to regularly scheduled meetings.

### **Section 2: Meeting for business**

Regular, annual, and special meetings to conduct the business of the Church will be held as provided in the by-laws. Meetings shall be conducted according to Robert's Rules of Order unless otherwise provided in the by-laws.

## **ARTICLE IX AMENDMENTS**

This constitution may be amended at any regular business meeting with the approval of two-thirds of the members present and voting, provided that a first reading be made two (2) months previous.

This Constitution shall be in full force and effect on and after its adoption by the Church. The changes in offices, committees, and boards shall take effect at the first election following adoption.

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## ***By-Laws North Baptist Church***

## **ARTICLE I NAME**

The name of this organization shall be the North Baptist Church of Ottawa, Kansas.

## **ARTICLE II PURPOSE**

The purpose of this Church shall be the advancement of the Kingdom of Jesus Christ through worship, evangelism, spiritual growth, Christian education, Christian social concern, fellowship and mission outreach.

### **ARTICLE III DENOMINATIONAL AFFILIATIONS**

This church shall be affiliated with the American Baptist Churches of the East Central Area, The American Baptist Churches of the Central Region, The American Baptist Evangelicals and the American Baptist Churches of the U.S.A.

### **ARTICLE IV PROPERTY**

The title to all property belonging to the Church is vested in the trustees, whose election shall be by the members.

### **ARTICLE V MEMBERSHIP**

Membership in this Church will consist of those who profess faith in Jesus Christ as Lord and Savior and who adopt the faith and practices of the Church in accordance with the by-laws.

#### **Section 1: Duties of Members:**

The Church has the right to and does expect each member to further the objectives of the church by:

- a. Regularly attending Sunday services and other activities as far as reasonably possible;
- b. Regularly giving to the financial support of the church and its mission;
- c. Regularly fulfilling such duties and responsibilities as they are selected to perform in the mission of the church; and
- d. Continuing, upon leaving from this church, to give it financial support and to communicate with it at least once a quarter, until they have joined another church, which they should do as soon as practical.

#### **Section 2: Reception of Members**

Persons may be received into full membership of the Church at any business meeting with consent of the membership present and voting on one of the following ways:

- a. By Baptism. Any person, after professing faith in Jesus Christ, may be received into membership after submitting to believer's baptism by immersion.
- b. By Letter. Members in full and regular standing from other Christian churches may be received into membership upon a satisfactory statement of Christian faith and experience, provided that baptism is in accordance with that prescribed by this church.
- c. By Experience. Any believer having been previously baptized by immersion may be received upon a satisfactory statement of Christian faith and experience.
- d. By Restoration. Any person whose name has been removed from the membership roll may by making satisfactory explanation to the Board of Deacons and/or Deaconesses in consultation with the Pastor be restored to membership.

e. In the event of extreme disability, a person may be received into full membership by the Board of Deacons and/or Deaconesses in consultation with the Pastor.

### **Section 3: Student Members**

Members of other churches but residing in the Ottawa area while attending school may enroll as student members without severing connections with their home churches. A statement of membership in the home church, signed by the pastor or the church clerk, will be sufficient evidence of their relationship. Such student members shall be privileged to participate in the religious and social activities of this Church, and may serve in all capacities. However, they shall not be eligible to vote at any business meetings.

### **Section 4: Dismissal of Members**

Members may be dismissed by any of the following ways:

- a. By letter. Members who are in good standing shall, upon their request, be granted letters of dismissal.
- b. By death.
- c. By other church affiliation. A member's name is automatically removed from the roll when joining any other church.
- d. By resignation. Any member may resign from membership by delivering a letter to the pastor stating his desire to resign.
- e. Upon recommendation of the Boards of Deacons and Deaconesses, as outlined in the By-laws, Article 5, Section 5.

### **Section 5: Discipline**

In cases of grievance between members, the scriptural procedure outlined in Matthew 18:15-17 shall be first followed. If the matter is not then resolved, it shall be referred to the Boards of Deacons and Deaconesses; and, if not settled then, it shall be presented to the church for consideration.

If a member conducts himself/herself in such a manner as to bring reproach upon the church, then the church through the Boards of Deacons and Deaconesses shall seek to restore that member to the path of duty. Failure at this point, non-restoration can then result in a recommendation for dismissal from the church. Any charge of this kind must be stated in writing, made a matter of record and voted upon by the church in a regular or special business meeting.

### **Section 6: Inactive Members**

Any member who shall indicate a lack of interest in the church by failure to attend, failure to give financial support, or failure to communicate with the church for a period of six months shall not be regarded in good standing unless a reason satisfactory to the Board of Deacons and Board of Deaconesses is known or given within sixty days after the boards have mailed a formal notice of such delinquency to the member's last known address. Failing to give such reason, the members' own neglect and disregard of covenant obligations shall be construed as their intentional withdrawal from fellowship, and their names shall be placed on the inactive list.

Inactive members shall forfeit all rights and privileges of membership during the time they are so designated and shall not be counted as members in official reports. Inactive members may renew their active membership by regular attendance and support, in which case the Board of Deacons and Board of Deaconesses will note this and inform the church clerk to restore them to active status.

## **ARTICLE VI GOVERNMENT**

### **Section 1: Election and Terms of Office**

#### **(1) Officers**

The Officers – as listed in Article VI, Section 2, of the Constitution – shall be elected annually, with the exception of the Pastor and other Ministerial Staff, who shall be elected indefinitely. Officers can be elected for no more than three consecutive years.

#### **(2) Boards and Standing Committees**

All members of Boards and Standing Committees as listed in Article VI, Sections 3 and 4 shall be elected for terms of 3 years, 1/3 being elected each year. No member of any Board or Committee shall serve in the same office for more than 1 consecutive term. Ex-officio members of any Board or Committee will not be granted the privilege to vote.

#### **(3) Special Committees**

The election of Special Committees shall be defined in the description of that Committee.

#### **(4) Vacancies**

Should any officer, board or committee member, fail to perform the duties pertaining to the office, board or committee, for a period of three consecutive months, the respective board or committee, shall recommend to the executive council that the office, board or committee be declared vacant. In the case of an officer, the Moderator shall make the recommendation. Upon a majority vote of the executive council, the vacancy shall be referred to the nominating committee.

### **Section 2: Duties of Officers**

#### **(1) Pastor and other Ministerial Staff**

The Pastor and other Ministerial Staff shall be called upon the recommendation of the Staff Selection Committee – as provided in Article VI, Section 5 of these By-Laws – and by an affirmative vote of  $\frac{3}{4}$  of the members present. They shall serve a continuing term, it being understood and agreed that either the Pastor (or other Ministerial Staff) or the congregation shall give at least a 30-day written notice of desire to terminate the agreement.

The removal of a Pastor or other Ministerial Staff may be accomplished at any business meeting, provided that the congregation shall be given at least a two-week notice of such meeting and informed of the time, place and purpose of such meeting. The vote to remove a Pastor or other Ministerial Staff shall be a majority vote of the members present and voting.

The Pastor shall be the spiritual leader of the Church and an ex-officio member of all standing and special committees and boards.

The duties and job descriptions of other Ministerial Staff shall be drawn up by and appropriate special committee at the time of their election. All Associate Pastors on staff, shall be ex-officio members of all standing and special committees and boards excluding the Staff Selection Committee.

## **(2) Moderator**

The Moderator shall preside over all business sessions of the Church, have such other duties as ordinarily apply to the presiding officer, chair the Executive Council and serve as and ex-officio member of all standing and special committees and boards.

In the absence of the Moderator, the immediate past Moderator shall preside over all business sessions of the church. In her/his absence, the Chairman of the Board of Deacons shall preside.

## **(3) Clerk**

The Clerk shall maintain records of all business meetings of the Church and sign all official communications and documents of the Church.

## **(4) Treasurer**

The Treasurer shall be a member of the Finance Committee and shall disburse the funds of the Church under the direction of that Committee.

## **(5) Financial Secretary**

The Financial Secretary shall be a member of the Finance Committee and shall collect all monies contributed, keeping records of individual giving and rendering statements to all givers of record.

He/She shall deposit such collections weekly in the bank designated by the Board of Trustees and render a statement thereof to the Treasurer.

## **(6) Assistant Financial Secretary**

The Assistant Financial Secretary shall serve in the absence of the Financial Secretary but not as a member of the Finance Committee.

## **(7) Church School Superintendent**

The Church School Superintendent shall be the supervisor of the Church School, the teaching personnel, and the course of study. He/She shall be a member of the Board of Christian Education.

## **(8) Assistant Church School Superintendent**

The Assistant Church School Superintendent shall serve in the absence of the Superintendent and may serve in any cooperative capacity at the discretion of the Church School Superintendent. He/She shall be a member of the Board of Christian Education.

## **(9) Historian**

The Historian shall keep the historical records of the church.

## **Section 3: Duties of Boards**

### **(1) Board of Deacons**

The Board of Deacons shall consist of nine (9) members. It shall arrange its own organization. Its duties shall include the following:

- a. Promote the spiritual interests of the Church;
- b. Administer the ordinances;
- c. Promote and oversee missionary interests at all levels;
- d. Promote programs involving social welfare;
- e. Promote Pastoral relations by:
  1. Consulting with the Pastor in matters pertaining to relationships within the Church, especially those between individual members or groups of members and the Pastor;
  2. Being available to the membership to hear their concerns;
  3. Conveying concerns deemed advisable to the Pastor and;
  4. Being available to the Pastor to hear and advise about special concerns he/she may have.
- f. Lead or arrange for leadership of church meetings in the absence of the Pastor;
- g. Have general supervision of the church membership concerning welfare and Church records in conjunction with the Board of Deaconesses; and
- h. Make recommendations on candidates for ministerial license.

### **(2) Board of Deaconesses**

The Board of Deaconesses shall consist of nine (9) members. It shall arrange its own organization. Its duties shall include the following:

- a. Promote the spiritual interests of the Church;
- b. Assist in administering the ordinances;
- c. Promote and oversee missionary interests at all levels;
- d. Promote programs involving social welfare;
- e. Have general supervision of the Church members concerning welfare and Church records in conjunction with the Board of Deacons;
- f. Promote Pastoral relations by:
  1. Consulting with the Pastor in matters pertaining to relationships within the Church, especially those between individual members or groups of members and the Pastor;
  2. Being available to the membership to hear their concerns;
  3. Conveying concerns deemed advisable to the Pastor and;
  4. Being available to the Pastor to hear and advise about special concerns he/she may have.

### **(3) Board of Trustees**

The Board of Trustees shall consist of nine (9) members. It shall arrange its own organization.

It shall, subject to the will of the church, be the custodian of the church property and transact the legal business of the church in compliance with the Articles of Incorporation.

It shall assume the responsibility for maintenance and upkeep of the church building and furnishings.

It shall designate the depositories for the funds of the church.

It shall recommend to the Church salaries and conditions of employment for all support staff personnel.

#### **(4) Board of Christian Education**

The Board of Christian Education shall consist of eight (8) members, including the Church School Superintendent and the Assistant Church School Superintendent . It shall form its own organization so that the following positions are filled:

- a. Chairman of the Board
- b. Chairman of Children's Work
- c. Chairman of Youth Work
- d. Chairman of Adult Work
- e. Chairman of Leadership Education
- f. Chairman of Missionary and Stewardship Education

This board is responsible for the organization, administration, and supervision of the entire education program of the Church. This responsibility includes approval of all Christian Education workers and the curricula of the Christian Education program.

This Board is responsible for preparing and administrating the educational budget of the Church.

### **Section 4: Duties of Standing Committees**

#### **(1) Music and Worship Committee**

The members of this committee shall consist of three (3) members. They shall be nominated by the Pastor. The Nominating Committee shall present the names of these nominees for this committee in the event of a vacancy in the pastorate. Election will be by the church. The committee shall arrange its own organization.

Its duties shall include the following:

- a. Providing the music ministry of the Church;
- b. Selecting the organist, the pianist, and the choir director; and
- c. Consulting with the Pastor for the regular and special worship services.

#### **(2) Nominating Committee**

The Nominating Committee shall consist of six (6) members elected by the Church. It shall arrange its own organization.

Its duties shall include:

- a. Preparing a ballot of all elective officers to be used at the annual elections, with the exception of the Music and Worship Committee;
- b. Making the ballot public at least one week before elections; and
- c. Nominating officers and members of boards and committees to fill vacancies occurring during the year.

#### **(3) Finance Committee**

The Finance Committee shall consist of the Church Treasurer, the Financial Secretary, and three (3) additional members elected at large by the Church. It shall arrange its own organization.

Its duties shall include:

- a. Preparing the Church budget, after consulting with all boards and groups who have budget requests;
- b. Presenting the budget to the congregation for adoption, which shall be by a majority of the congregation present and voting at any regular or special business meeting called for such adoption;
- c. Organizing fund-raising efforts annually, or as often as necessary, in the light of the financial conditions and obligations;
- d. Directing allocation of funds according to the budget, noting if deficiencies occur in anticipated revenues and establishing an equitable distribution among the various budget categories;
- e. Recommending to the Church salaries and conditions of employment of pastoral staff personnel; and
- f. Supervising for the Church all matters of financial concerns and obligations.



#### **(4) Christian Hospitality Committee**

This committee shall consist of three (3) members elected annually by the Church. It shall organize itself. Its duties shall include:

- a. Providing for the care of the kitchen and its equipment; and
- b. Selecting people to be responsible for Church dinners and other events requiring the serving of food.

#### **(5) Usher Committee**

The Usher Committee shall consist of twelve (12) members, two (2) of whom will be youth when available.

It shall arrange its own organization as follows:

- a. Elect a chairman and vice-chairman.
- b. Meet as a committee monthly.

Duties shall include:

- a. Provide an appropriate number of ushers for all worship services of the church.
- b. Actively greet and welcome all attendees of worship services.
- c. Assist with seating.
- d. Assist with special needs (I.e. People utilizing the elevator.)

The Chairman will coordinate usher training with the Pastor.

#### **(6) Scholarship Committee**

The committee shall consist of five (5) members. Four (4) members shall be elected by the church, each serving a 3-year term. The fifth (5th) member shall be a member of the Board of Trustees, selected by that Board. None of the committee members or their immediate families shall be potential scholarship recipients during their term of office. The purpose of this committee shall be to award all scholarship funds each year. The guidelines for awarding scholarships shall be set up by the committee, and/or the following: the church, the donors, or the estate executors.

The committee shall arrange its own organization.

### **Section 5: Special or Temporary Committees**

#### **(1) Staff Selection Committee**

When a vacancy occurs in the ministerial staff or is created by a new staff position, the selection shall be made by a Staff Selection Committee elected by the Church.

Nominations for this committee shall be made by the Executive Council and shall be submitted by the Moderator to the Church for election at a regular or special business meeting. The committee shall consist of six (6) members, which shall include the Chairman of the Board most closely associated with the position to be filled.

The committee shall serve until the position for which it was created has been filled.

The committee may offer a candidate to the Church for election at any regular or special business meeting, provided that written notice of the time, place, and purpose of the meeting has been given the members at two intervening morning worship services. A vote by ballot of at least three fourths of the members present and voting shall be required to call a Pastor or other ministerial staff.

#### **(2) Auditing Committee**

The Auditing Committee shall be appointed annually by the Church Moderator for the purpose of auditing the books of the Financial Secretary and the Church Treasurer. The Moderator shall designate the Chairman.

**(3) Other Committees or Task Forces** may be appointed as needed. Their appointment shall include a description of their duties.



## Section 6: Executive Council

The members of the Executive Council are listed in Article VI, Section 6, of the Constitution.

The Church Moderator shall serve as Chairman and the Church Clerk as Secretary. The Council shall meet annually and as necessary.

They shall serve as the coordinating body of the Church and their duties shall be:

- a. To act as an advisory board to the Pastor and ministerial staff for Church programming;
- b. To review and evaluate the entire Church program as necessary or desirable; and
- c. To appoint a Staff Selection Committee when the need arises in accordance with Article VI, Section 5, Sub-Section (1).

## Section 7: Affiliated Groups

Groups such as the American Baptist Women's Ministries, the American Baptist Men and the American Baptist Youth may be formed for specific purposes.

The officers, functions, and procedures may be determined by the group itself.

## ARTICLE VII FISCAL YEAR

The fiscal year shall be January 1 through December 31.

## ARTICLE VIII MEETINGS

### Section 1: Meetings for Worship

The Church shall meet regularly for morning and evening worship and for prayer services during the week. Exceptions to regularly scheduled meetings may be approved by the Board of Deacons and/or the Board of Deaconesses.

### Section 2: Meetings for Business

(1) **Regular meetings** to conduct the business of the Church shall be held quarterly, beginning in January of each year. The date of the meeting will be determined by the Moderator in consultation with the Pastor.

(2) **Special business meetings** may be called by the Moderator in consultation with the Executive council on notice given at two intervening morning worship services, stating the time, place and purpose of the meeting.

(3) **Meetings shall be conducted** according to Robert's Rules of Order unless otherwise provided for in the by-laws.

(4) **Privilege to vote** shall be granted to members of good standing at age fifteen (15).

## Section 3: Quorum

A quorum for regular or special business meetings shall be twenty-five (25); except for the calling or dismissing of ministerial staff, fifty (50); and for changing the denomination affiliations of the church, one-third of the active membership.

## ARTICLE IX AMENDMENTS

These By-Laws may be amended at any regularly business meeting with the approval of two-thirds of the members present and voting, provided that a first reading be made two (2) months previous.

These by-Laws shall be in full force and effect on and after their adoption by the Church. The changes in offices, committees, and boards shall take effect at the first election following adoption.

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[North Baptist Church](#) | 413 E. Wilson | P.O. Box 117 | Ottawa, KS 66067 | (785) 242-5111 | [northbaptist@sbcglobal.com](mailto:northbaptist@sbcglobal.com)

## Service Times

**Sunday School**  
**9:15 am**  
(for all ages)

**Morning Worship Service**  
**10:30 am**

**Youth Group**  
**Sunday's @ 12:00 – 2:00 pm**  
(Middle School to College age)

**Mid-Week Prayer & Bible Study**  
**Wednesday Night**  
**7:00 pm**

**Free Food Fourth Friday**  
**5:00 – 7:00 pm**

You are invited to come and join  
us on the fourth Friday  
for a *Free Dinner*.

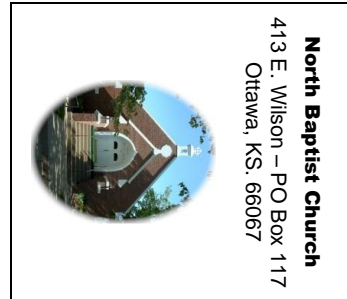
This is a ministry provided by our  
church to the people of Ottawa  
and the surrounding area.

Beginning at 5:00 pm and  
lasting until 7:00 pm, a meal is  
provided that is absolutely free.

Come and go as you please.  
Each month has a different menu.

So, make plans now to  
Join us, on the Fourth Friday  
of every month!

**Plus many other opportunities!**



# North Baptist Church Ottawa, Kansas



Where Everyone is Treated like FAMILY

**413 E. Wilson**

**PO Box 117**

**Ottawa, Kansas 66067**

**(785) 242-5111**

Website:

[www.ottawanorthbaptist.org](http://www.ottawanorthbaptist.org)

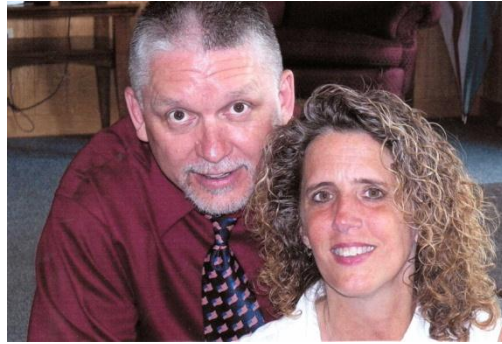
Email: [northbaptist@sbcglobal.net](mailto:northbaptist@sbcglobal.net)

# North Baptist Church

## Our History

In 1886, the First Baptist Church of Ottawa, Kansas, started a mission Sunday school in North Ottawa at the corner of Logan and Hickory. The mission grew until it became the Second Baptist Church in 1888. Six years later, the church name was changed to reflect its geographic location in the town: North Baptist Church. In addition, in 1894 a new church building was constructed at Red Jacket and Cedar Streets. Soon, the building was not large enough and in 1921, a gymnasium-educational building was built behind the church. Another move was forthcoming. Because the Ottawa Board of Education needed the property at Red Jacket and Cedar to build Lincoln Elementary School, the church purchased land for a new location. On July 7, 1949, North Baptist Church voted to purchase six lots at Wilson and Oak. The lots were home to overgrown weeds and a goat pasture, but became a sheepfold with the first worship service held in the basement Fellowship hall on July 22, 1951.

Over the years North Baptist has licensed several Ottawa University and Central Baptist Seminary students to preach. Through the passage of time, an early morning Easter service was started in 1977, followed with breakfast cooked by the men. The annual congregation-wide Thanksgiving dinner began in 1982. Through those same years, the church has been active in hospital visitation, Christmas Eve communion, and mission work through the American Baptist Women and Men.



**Pastor Kim & Shelley Wilcox**



*Where Everyone is Treated Like Family*



**Karen Wooge - Church Secretary**  
*Church Office Hours M-F 9am – 1pm*

In addition, many volunteers serve our Lord by being a deacon, deaconess, trustee, or serving on a committee in many other areas. Our church is blessed with people willing to serve.

We believe every single person, and every single family, has been brought and placed here by God's will for His purpose. Our responsibility, then, is to love and nurture every one with the hope they are being formed into the image of Christ. Celebrate the unique gifts each of us bring to the church FAMILY.

Just as the Apostle Paul wrote in 2 Timothy 4:7 about finishing his course, North Baptist Church has a course to complete. The purpose of this church shall be the advancement of the Kingdom of Jesus Christ through worship, evangelism, spiritual growth, Christian education, Christian social concern, fellowship, and mission. We are disciples of our Lord Jesus Christ. We must go until heaven returns, preach until all know, and work until He comes. We must reach our world for Jesus Christ. We must leave North Baptist Church in the same shape we found her. Nay, we must improve her according to God's will for the next generation to come, before He comes. And, come quickly Lord Jesus Christ from whom all blessings flow.

We at North Baptist Church invite you to come, be our guest and Worship with us.

Would you like to be a part of the FAMILY at North Baptist Church?

If you have any questions, or are in need of prayer, please call the church office at (785) 242-5111



10:09 AM  
02/05/13  
Cash Basis

**North Baptist Church**  
**Income and Expense**  
January through December 2012

		Jan - Dec 12
Income		
DESIGNATED FUNDS - OUT		
Child Sunday School Supplies		-250.00
Rebate Funds from Country Mart		-309.32
Fourth Friday Funds		-2,812.00
Van Expense - Out		-350.00
Miscellaneous		-1,412.10
LifeCare - Out		-25.00
ABW Special Project - Out		-488.40
OGHS - Out		-350.00
America for Christ - Out		-362.00
Country Mart Gift Cards - Out		-11,925.00
Pastor's Love Gift - Out		-635.00
Retired Minister Offering - Out		-411.34
ABC World Mission - Out		-525.44
ABW Love Gift - Out		-296.57
Total DESIGNATED FUNDS - OUT		-20,152.17
DESIGNATED FUNDS - IN		
Child Sunday School Supplies		250.00
Rebate Funds from Country Mart		309.32
4th Friday Free Food		2,812.00
Van Expense - In		350.00
Miscellaneous		1,544.10
LifeCare - In		25.00
ABW Special Project - In		435.07
Retired Minister Offering - In		465.00
America for Christ - In		362.00
ABW Love Gift - In		296.57
ABC World Mission - In		525.44
OGHS - In		350.00
Pastor's Love Gift - In		635.00
Total DESIGNATED FUNDS - IN		8,359.50
UNDESIGNATED FUNDS		
Country Mart Prepaid Cards		12,000.00
Tithes		84,686.04
Loose		10,043.98
Sunday School		342.28
Total UNDESIGNATED FUNDS		107,072.30
Interest		1,038.21
MEMORIAL FUND		1,125.00
BUILDING FUND		2,600.00
Total Income		100,042.84
Gross Profit		100,042.84
Expense		
DEACONS		
Free Food Fourth Friday		1,238.48
United Missions 3%		4,591.80
His Way Ministries 1.5%		918.37
Bethel Neighbor 1%		918.37
Murrow Indian Home 1.5%		918.37
Bacone College 1%		1,918.37
ABW Work		200.00
Hope House		500.00
Deacon's Fund		86.36
LifeCare Center		1,200.00
Bethel Christian Academy		1,699.92
Conferences & Convention Expen.		70.00
Pulpit Speakers		2,300.00
Total DEACONS		16,560.04

10:09 AM  
02/05/13  
Cash Basis

**North Baptist Church**  
**Income and Expense**  
January through December 2012

	Jan - Dec 12
<b>TRUSTEES</b>	
Maintenance on Parsonage	338.75
Custodial Supplies	130.21
Maintenance	1,462.42
Telephone	
AT&T	741.89
Internet Service	615.04
Total Telephone	1,356.93
Utilities	
Gas	1,195.17
Electric & Water	3,345.55
Total Utilities	4,540.72
Insurance	
Insurance Premium	3,452.50
Total Insurance	3,452.50
Miscellaneous	104.00
Office Machines & Repairs	226.85
Van Expense	244.26
Grounds Maint. & Improvements	1,761.00
Janitorial Salary	11,042.04
Office Supplies & Bulletins	187.01
Memorials	125.00
Postage	70.00
Total TRUSTEES	25,041.69
<b>HOSPITALITY COMMITTEE</b>	
Social Function & Kitchen Suppl	252.39
Total HOSPITALITY COMMITTEE	252.39
<b>BOARD OF CHRISTIAN ED</b>	
Christ. Ed & Literature Supplie	
Supplies- Jr Church/Sun School	1,116.62
Literature-Jr Church/Sun School	90.00
Total Christ. Ed & Literature Supplie	1,206.62
Visual Aids & Library	75.63
Christian Camp Scholarships	250.00
Child Care for Church	80.00
Total BOARD OF CHRISTIAN ED	1,612.25
<b>MUSIC &amp; WORSHIP</b>	
Choir & Music	291.00
Piano, Organ & Musical Maint.	99.00
Total MUSIC & WORSHIP	390.00
<b>FINANCE COMMITTEE</b>	
House Payment	3,972.20
Health Savings Plan	1,000.00
House Related Expenses	37,454.48
Secretary's Salary	10,794.00
Soc Sec & Medicare (ch)	1,670.46
Miscellaneous (Adv., etc)	64.22
Pastor's Salary	18,353.67
M & M Retirement Dues	1,216.02
Health Insurance	7,303.76
Utilities Allowance	3,035.40
Auto Expenses	1,121.96
Pastor's Appreciation Gift	100.00

10:09 AM  
02/05/13  
Cash Basis

**North Baptist Church**  
**Income and Expense**  
January through December 2012

	Jan - Dec 12
Quickbooks Payroll Renewal	295.00
Search Committee Expenses	2,166.39
Total FINANCE COMMITTEE	88,547.56
Total Expense	132,403.93
Net Income	-32,361.09