

By Laws of Greater Bethel Missionary Baptist Church, Inc.

ARTICLE 1. NAME

This Church shall be known as Greater Bethel Missionary Baptist Church, Inc.

ARTICLE 2. CORPORATION -

Greater Bethel Missionary Baptist Church, Inc. is a Florida Corporation incorporated on January 19, 1989. The officers/directors of the corporation shall consist of the Pastor, Deacons Ministry, Chairman, and all Trustees.

All corporate powers shall be exercised under the authority of, and the affairs of the corporation shall be managed under the direction of the Deacons Ministry except as may otherwise be provided herein, or by Florida Statutes Chapters 607 and 617, or by the Articles of Incorporation.

The Church shall keep correct and complete books and records of accounts and shall keep minutes of the proceedings of its Church Business meetings and Trustee Ministry as required by law.

Unless modified by resolution of the Church Business meeting not later than four (4) months after the close of the fiscal year, the Church shall prepare:

A balance sheet showing in reasonable detail the financial condition of the Church as of the close of its calendar year, and a profit and loss statement showing the results of the Church operations during the past calendar year.

ARTICLE 3. THE CHURCH PURPOSE

Greater Bethel Missionary Baptist Church, Inc., is a congregation of baptized believers in Jesus Christ, united together for the worship of almighty God and for the extension of His kingdom throughout the Earth; to acknowledge Jesus Christ as the Savior, Lord, Sole Law Giver; to take the Bible alone as the standard by which all matters of belief and conduct are to be decided.

We are organized as a Church exclusively for charitable, religious, and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Revenue Law), for such purposes including, but not limited to, the proclaiming of the Gospel of the Lord Jesus Christ; the establishing and maintaining of religious worship; the educating of believers in a manner consistent with the requirements of Holy Scripture; and the maintaining of missionary activities in the United States and any foreign country.

ARTICLE 4. STATEMENT OF FAITH

SECTION 4.01 -STATEMENT OF FAITH

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- A. The Holy Scriptures.** We believe the Old and New Testament Scriptures are the verbally and plenary inspired Word of God. The Scriptures are inerrant, infallible and God-breathed and are, therefore, the final authority for faith and life. The sixty-six books of the Old and New Testaments are the complete and divine revelation of God to Man. The Scriptures shall be interpreted according to their normal grammatical-historical meaning, and all issues of interpretation and meaning shall be determined by the pastor. The King James Version of the Bible shall be the official and only translation used by the church. (2 Tim. 3:16-17; 2 Pet. 1:20-21)
- B. Dispensationalism.** We believe that the Scriptures interpreted in their natural, literal sense reveal divinely determined dispensations or rules of life that define man's responsibilities in successive ages. These dispensations are not ways of salvation, but rather are divinely ordered stewardships by which God directs man according to His purpose. Three of these dispensations-the law, the church, and the kingdom-are the subjects of detailed revelation in Scripture. (Gen. 1:28; 1 Cor. 9:17; 2 Cor. 3:9-18; Gal. 3:13-25; Eph. 1:10; 3:2-10; Col. 1:24-25, 27; Rev. 20:2-6)
- C. The Godhead.** We believe in one triune God, eternally existing in three persons-Father, Son, and Holy Spirit- each co-eternal in being, co-identical in nature, coequal in power and glory, and having the same attributes and perfections. (Deut. 6:4; Matt. 28:19; John 14:10, 26; 2 Cor. 13:14)
- D. The Person and Work of Christ.**
1. 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, in order that He might reveal God and redeem sinful men. (Isa. 7:14; 9:6; Luke 1:35; John 1:1-2, 14; 2 Cor. 5:19-21; Gal. 4:4-5; Phil. 2:5-8)
 2. We believe that the Lord Jesus Christ accomplished our redemption through His death on the cross as a representative, vicarious, substitutionary sacrifice, and that our justification is made sure by His literal, physical resurrection from the dead. (Acts 2: 18-36; Rom. 3:24-25; Eph. 1:7; 1 Pet. 2:24; 1 Peter 1:3-5)
 3. We believe that the Lord Jesus Christ ascended to Heaven and is now exalted at the right hand of God where, as our High Priest, He fulfills the ministry of Representative, intercessor, and Advocate. (Acts 1:9-10; Rom. 8:14; Heb. 9:24; 7:25; 1 John 2:1-2)
- E. The Person and Work of the Holy Spirit.**
1. We believe that the Holy Spirit is a person who convicts the world of sin, of righteousness, and of judgment; and, that He is the Supernatural Agent in regeneration, baptizing all believers into the body of Christ, indwelling and sealing them unto the day of redemption. (John 16:8-11; Rom. 8:9; 1 Cor. 12:12-14; 2 Cor. 3:6; Eph. 1:13-14)
 2. We believe that He is the divine Teacher who assists believers to understand and appropriate the Scriptures and that it is the privilege and duty of all the saved to be filled with the Spirit. (Eph. 1:17-18; 5:18; 1 John 2:20, 27)

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3. We believe that God is sovereign in the bestowal of spiritual gifts to every believer. God uniquely uses evangelists, pastors, and teachers to equip believers in the church to do the work of the ministry. (Rom. 12:3-8; 1 Cor. 12:4-11, 28; Eph. 4:7-12)
4. We believe that the sign gifts of the Holy Spirit, such as speaking in tongues and the gift of healing, were temporary. Speaking in tongues was never the common or necessary sign of the baptism or filling of the Holy Spirit. Ultimate deliverance of the body from sickness or death awaits the consummation of our salvation in the resurrection, although God frequently chooses to answer the prayers of believers for physical healing. (1 Cor. 1:22; 13:8; 14:21-22)

F. The Total Depravity of Man. We believe that man was created in the image and likeness of God; but that in Adam's sin the human race fell, inherited a sinful nature, and became alienated from God. Man is totally depraved and, of himself, utterly unable to remedy his lost condition. (Gen. 1:26-27; Rom. 3:22-23; 5:12; 6:23; Eph. 2:1-3; 4:17-19)

G. Salvation. We believe that salvation is the gift of God brought to man by grace and received by personal faith in the Lord Jesus Christ, who shed His blood on Calvary for the forgiveness of our sins. We believe that all sins, except blasphemy of the Holy Spirit, are forgivable. (Matt. 12:31-32; John 1:12; Eph. 1:7; 2:8-10; 1 Pet. 1:18-19; 1 John 1:9)

H. The Eternal Security and Assurance of Believers.

1. We believe that once a person is saved, he is kept by God's power and remains secure in Christ forever. (John 6:37-40; 10:27-30; Rom. 8:1; 8:38-39; 1 Cor. 1:4-8; 1 Pet. 1:4-5)
2. We believe that it is the privilege of believers to rejoice in the assurance of their salvation through the testimony of God's Word; which, however, clearly forbids the use of Christian liberty as an occasion to the flesh. (Rom. 13:13-14; Gal. 5:13; Titus 2:11-15)

I. The Church

1. We believe that the local church, which is the body and the espoused bride of Christ, is solely made up of born-again believers. (1 Cor. 12:12-14; 2 Cor. 11:2; Eph. 1:22-23; 5:25-27)
2. We believe that the establishment and continuance of local churches is clearly taught and defined in the New Testament. (Acts 14:27; 20:17, 28-32; 1 Tim. 3:1-13; Titus 1:5-11)
3. We believe in the autonomy of the local church free of any external authority or controls, and any affiliations, societies, organizations, associations, or agencies

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this church affiliates with to further the objectives stated in the Purpose Statement are not authoritative in matters of church practice or belief. (Acts 13:1-4; 15:19-31; 20:28; Rom. 16:1,4; 1 Cor. 3:9,16; 5:4-7,13; 1 Pet. 5:1-4)

4. We recognize water baptism by immersion and the Lord's Supper as the Scriptural ordinances of obedience for the church in this age. (Matt. 28:19-20; Acts 2:41-42; 8:36-38; 1 Cor. 11:23-26)

J. Separation. We believe that believers should maintain a godly testimony and live in such a way that that their lives do not bring reproach upon their Savior. God commands His people to separate from all religious apostasy, all worldly and sinful pleasures, practices, and associations, and to refrain from all immodest and immoderate appearances, piercings, and bodily markings. We stand against any and all worldly philosophies that seek to destroy or undermine the truth of Biblical Christianity. (Lev. 19:28; Rom. 12:1-2; 14:13; 1 Cor. 6:19-20; 2 Cor. 6:14-7:1; 2 Tim. 3:1-5; 1 John 2:15-17; 2 John 9-11)

K. The Second Coming of Christ. We believe in that *blessed hope*, the personal, imminent return of Christ, Who will rapture His church prior to the seven-year tribulation period. At the end of the Tribulation, Christ will personally and visibly return with His saints, to establish His Earthly Messianic Kingdom, which was promised to the nation of Israel. (Ps. 89:3-4; Dan. 2:31-45; Zech. 14:4-11; 1 Thess. 1:10, 4:13-18; Titus 2:13; Rev. 3:10; 19:11-16; 20:1-6)

L. The Eternal State.

1. We believe in the bodily resurrection of all men, the saved to eternal life, and the unsaved to judgment and everlasting punishment. (Matt. 25:46; John 5:28, 29; 11:25-26; Rev. 20:5-6, 12-13)
2. 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; 2 Cor. 5:8; Phil. 1:23; 3:21; 1 Thess. 4:16-17; Rev. 20:4-6)
3. We believe that the souls of unbelievers remain, after death, in conscious punishment and torment until the second resurrection, when with soul 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 and torment. (Matt. 25:41-46; Mark 9:43-48; Luke 16:19-26; 2 Thess. 1:7-9; Jude 6-7; Rev. 20:11-15)

M. The Personality of Satan. We believe that Satan is a person, the author of sin and the cause of the Fall of Man; that he is the open and declared enemy of God and man; and that he shall be eternally punished in the Lake of Fire. (Job 1:6-7; Isa. 14:12-17; Matt. 4:2-11; 25:41; Rev. 20:10)

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N. Creation. We believe that the Genesis account of creation is neither allegory nor myth, but a literal, historical account of God's creation of the universe in six literal, 24-hour periods. We reject evolution, the Gap Theory, the Day-Age Theory, and Theistic Evolution as unscriptural theories of origin. (Gen. 1-2; Ex. 20: 11)

O. Civil Government. We believe that God has ordained and created all authority consisting of three basic institutions: 1) the home, 2) the church, and 3) the state. Every person is subject to these authorities, but all (including the authorities themselves) are answerable to God and governed by His Word. God has given each institution specific Biblical responsibilities and balanced those responsibilities with the understanding that no institution has the right to infringe upon the other. The home, the church, and the state are equal and sovereign in their respective Biblically assigned spheres of responsibility under God. (Rom. 13: 1-7; Eph. 5:22-24; Heb. 13:17; 1 Pet. 2:13-14)

P. Human Sexuality.

We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between one man and one woman. We believe that any form of homosexuality, lesbianism, bisexuality, bestiality, incest, fornication, adultery, and pornography are sinful perversions of God's gift of sex. We believe that God disapproves of and forbids any attempt to alter one's gender by surgery or appearance. (Gen. 2:24; Gen. 19:5, 13; Gen. 26:8-9; Lev. 18:1-30; Rom. 1: 26-29; 1 Cor. 5:1; 6:9; 1 Thess. 4:1-8; Heb. 13:4)

We believe that the only Scriptural marriage is the joining of one man and one woman. (Gen. 2:24; Rom. 7:2; 1 Cor. 7:10; Eph. 5:22-23)

Q. Family Relationships

1. We believe that men and women are spiritually equal in position before God, but that God has ordained distinct and separate spiritual functions for men and women in the home and the church. The husband is to be the leader of the home, and men are to be the leaders (Ministers and Deacons Ministry) of the church. (Gal. 3:28; Col. 3:18; 1 Tim. 2:8-15; 3:4-5, 12)
2. We believe that God has ordained the family as the foundational institution of human society. The husband is to love his wife as Christ loves the church. The wife is to submit herself to the Scriptural leadership of her husband as the church submits to the headship of Christ. Children are a heritage from the Lord. Parents are responsible for teaching their children spiritual and moral values through consistent lifestyle example and appropriate discipline, including Scriptural corporal correction. (Gen. 1:26-28; Ex. 20:12; Deut. 6:4-9; Ps. 127:3-5; Provo 19:18; 22:15; 23:13-14; Mk. 10:6-12; 1 Cor. 7:1-16; Eph. 5:21-33; 6:1-4, Col. 3:18-21; Heb. 13:4; 1 Pet. 3:1-7)

R. Divorce and Remarriage. We believe that God disapproves of and forbids divorce and intends marriage to last until one of the spouses dies. Divorce and remarriage is

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regarded as adultery except on the grounds of fornication. Although divorced and remarried persons or divorced persons may hold positions of service in the church and be greatly used of God for Christian service. (Mal. 2:14-17; Matt. 19:3-12; Rom. 7:1-3; 1 Tim. 3:2, 12; Titus 1:6)

- S. Abortion.** We believe that human life begins at conception and that the unborn child is a living human being. Abortion constitutes the unjustified, unexcused taking of unborn human life. (Job 3:16; PS. 51:5; 139:14-16; Isa. 44:24; 49:1,5; Jer. 1:5; 20:15-18; Luke 1:44)
- T. Euthanasia.** We believe that the direct taking of an innocent human life is a moral evil, regardless of the intention. Life is a gift of God and must be respected from conception until natural death. (Ex. 20:13, 23:7; Matt. 5:21; Acts 17:28)
- U. Love.** We believe that we should demonstrate love for others, not only toward fellow believers, but also toward those who are not believers, those who oppose us, and those who engage in sinful actions. We are to deal with those who oppose us graciously, gently, patiently, and humbly. God forbids the stirring up of strife, the taking of revenge, or the threat or use of violence as a means of resolving personal conflict or obtaining personal justice. Although God commands us to abhor sinful actions, we are to love and pray for any person who engages in such sinful actions. (Lev. 19:18; Matt. 5:44-48; Luke 6:31; John 13:34-35; Rom. 12:9-10; 17-21; 13:8-10; Phil. 2:2-4; 2 Tim. 2:24-26; Titus 3:2; 1 John 3:17-18)
- V. Lawsuits Between Believers.** We believe that Christians are prohibited from bringing civil lawsuits against other Christians or the church to resolve personal disputes. We believe the church possesses all the resources necessary to resolve personal disputes between members. (1 Cor. 6:1-8; Eph. 4:31-32).
- W. Missions.** We believe that God has given the church a great commission to proclaim the Gospel to all nations so that there might be a great multitude from every nation, tribe, ethnic group, and language group who believe on the Lord Jesus Christ. As ambassadors of Christ we must use all available means to reach all lost souls and not wait for them to come to us. (Matt. 28:19-20; Mark 16:15; Luke 24:46-48; John 20:21; Acts 1:8; 2 Cor. 5:20)
- X. Giving.** We believe that every Christian, as a steward of that portion of God's wealth entrusted to him, is obligated to support financially his local church. We believe that God has established the tithe as a basis for giving, but that every Christian should also give other offerings sacrificially and cheerfully to the support of the church, the relief of those in need, and the spread of the Gospel. We believe that a Christian relinquishes all rights to direct the use of his tithe or offering once the gift has been made. (Gen. 14:20; Prov. 3:9-10; Acts 4:34-37; 1 Cor. 16:2; 2 Cor. 9:6-7; Gal. 6:6; Eph. 4:28; 1 Tim. 5:17-18; 1 John 3:17, Mal. 3:10)

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SECTION 4.02 - AUTHORITY OF STATEMENT OF FAITH

The Statement of Faith does not exhaust the extent of our faith. The Bible itself is the sole and final source of all that we believe. We do believe, however, that the foregoing Statement of Faith accurately represents the teachings of the Bible and, therefore, is binding up on all members. All literature, whether print or electronic, used in the church shall be in complete agreement with the Statement of Faith.

SECTION 4.03 DEFINITIONS

A. FINANCIAL COMMITMENT - The commitment of an active member to pay tithes/offerings/pledge in a stated amount according to one's own means and ability.

B. MINISTRIES - Voluntary Church groups can be established by recommendation of the Pastor and Deacons Ministry and the approval by the Church Business Meeting, consisting of active members.

Such groups shall include, but not be limited to, Brotherhood Ministry, Bulletin Board Ministry, Deacon Ministry, Deaconess Ministry, Floral & Beautification Ministry, Food Ministry, G. T. Martin Missionary Ministry, Health Care & Nurses Ministry, Male Chorus Ministry, Senior Citizens Ministry, Ministry, S.H.A.R.E. Ministry, Sunday School Ministry, Trustees Ministry, Ushers #1 Ministry, Ushers #2 Ministry, Ushers #3 Ministry, Youth Ministry, Willing Workers Ministry, Enrich Marriage Ministry, Liturgical Dance Ministry, Audio/Visual Ministry, Sanctuary Choir Ministry, Women's Ministry and Historical Ministry.

C. CHURCH - Greater Bethel Missionary Baptist Church, Inc.

D. BAPTISM – A person who confesses Jesus Christ as Lord and Savior and is baptized by immersion.

E. CHURCH BUSINESS MEETING - A meeting of the Church membership called as provided herein.

F. CHURCH ARCHIVES - The records of the Church.

G. CONFLICT OF INTEREST - A clash between Church interest and the private pecuniary interest of an individual.

H. EMERGENCY - A sudden, urgent, unforeseen occurrence or an occasion requiring immediate action usually affecting the health, safety and welfare of persons. Convenience is not sufficient.

I. MISSION FUNDS - Monies specifically budgeted for the donation to persons in need.

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- J. QUORUM** – The quorum for all Church Business meetings shall be twenty-five (25) active members of the Church except as otherwise provided herein. A lesser quorum is at least fifteen (15) active members assembled to vote on matters of a routine nature.

The quorum for Ministry meetings shall be majority of the members, excluding vacancies.

ARTICLE 5. THE CHURCH COVENANT/ORDINANCES

The ordinances shall be baptism and the Lord's Supper.

- A. The Lord's Supper shall be observed on the first Sunday of each month. Preceding the Lord's Supper, the Church Covenant shall be read.

ARTICLE 6. MEMBERSHIP

SECTION 6.01 - QUALIFICATIONS FOR MEMBERSHIP

Those seeking membership must, through their actions, words, lifestyle and affiliations, evidence a genuine experience of regeneration through faith in and acceptance of the Lord Jesus Christ as their personal Savior. They must renounce sin and endeavor to live a consecrated life wholly unto the Lord. Candidates for membership will be required to attend a New Members Class led by the Pastor, Deacons Ministry and Deaconess Ministry in which they will study the Statement of Faith, the bylaws of this Church, general Church practices, and expectations of members

- A. By baptism (immersion) at this local Church following a profession of faith as a believer in Christ Jesus as their personal Savior;
- B. By letter of transfer from another Bible-believing Church of like faith and practice, or other written statement of good standing from the prior Church if the applicant has been baptized by immersion subsequent to a profession of faith;
- C. By Christian Experience – a believer who has formerly been a member of a Baptist church, but for a sufficient reason cannot present a letter from that church but is in accord with the views of faith and principles of this church, may be received upon statement experience.
- D. By restoration, if having been removed from membership, upon majority vote of the congregation after satisfactorily showing evidence of repentance to the Pastor and the Deacons Ministry.

SECTION 6.02 - THREE CATEGORIES OF MEMBERSHIP

Membership in the Church is important and valuable. Membership affords certain rights, responsibilities and privileges to the members of the church. This section outlines the church's three categories of membership. Any dispute regarding an assigned membership category will be resolved by the Pastor and Deacons Ministry, and they shall report this at the next Church Business Meeting.

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ACTIVE MEMBER

An "Active Member" is qualified to vote in all business meetings of the church; eligible to hold an elective office; and eligible to receive financial assistance from the church in the case of hardship, at the discretion of the Pastor and Deacons Ministry. Any individual who meets all the following criteria shall be considered an "Active Member":

1. Meets the scriptural and Church requirements for membership as outlined in Section 6.01 of this Article.
2. Regularly attends worship service, unless physically unable to do so.
3. Consistently contributes to the Church treasury.

INACTIVE MEMBER

An "Inactive Member" is not qualified to vote in the business meetings of the Church; is not eligible to hold an elective office; is eligible to receive financial assistance from the church in the case of hardship, at the discretion of the Pastor and Deacons Ministry. An individual who meets **any one** of the following criteria shall be considered an "Inactive Member":

1. Has moved away from the community, but has not yet transferred his or her membership to another church;
2. Has for any cause, except physical inability, been absent from regularly attending worship service for a period of 180 days or more; or
3. Has not contributed to the Church treasury for a period of 180 days or more.

An Inactive Member who desires to use the church facilities for a marriage service, funeral service, baby dedications, and/or use of the Rev. Oscar Johnson Fellowship Hall will incur applicable fees as established by the Trustee Ministry and approved by the Joint Ministry and Church Business Meeting.

WATCH CARE MEMBER

A "Watch Care Member" has all the rights and privileges of an Active Member, with the exception of attending and voting in the business meetings of the Church. An individual who meets all the following criteria shall be considered a "Watch Care Member":

1. Currently holds membership in another church;
2. Temporarily resides in the Greater Bethel Church community; and
3. Wishes to be under the care of the Greater Bethel Missionary Baptist Church.

SECTION 6.03 - DISCIPLINE OF A MEMBER

- A. There shall be a discipline committee consisting of the Pastor and the Deacons Ministry. These men shall have sole authority to determine if an individual deviate from the Statement of Faith and has violated the Church covenant. If the Pastor or a Deacon is the subject of a disciplinary matter, he shall not sit as a member of the discipline committee (Pastor and Deacons Ministry). The Pastor and Deacon shall be entitled to the same steps as other Church members and be subject to the same

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discipline.

- B. Members are expected to demonstrate special loyalty and concern for one another. When a member becomes aware of an offense of such magnitude that it hinders the spiritual growth and testimony of an individual in the local Church or the body as a whole, he is to go alone to the offending party and seek to restore his brother. Before he goes, he should first examine himself. When he goes, he should go with a spirit of humility and have the goal of restoration.
- C. If reconciliation is not reached, a second member, either a Deacon or the Pastor, is to accompany the one seeking to resolve the matter. This second step should also be preceded by self-examination and exercised in a spirit of humility with the goal of restoration.
- D. If the matter remains unresolved after the steps outlined in subsections (B) and (C) have been taken, the disciplinary committee (Pastor and Deacons Ministry), as the Church Representatives Biblically responsible for putting down murmuring, shall hear the matter. If the matter is not resolved during the hearing before the disciplinary committee (Pastor and Deacons Ministry), the committee shall recommend to the members of the Church that they, after self-examination, make an effort personally to go to the offending member and seek that member's restoration.
- E. If the matter is still unresolved after the steps outlined in subsections (B), (C), and (D) have been taken, such members who refuse to repent and be restored are to be removed from the membership of the Church upon a majority vote of the membership present at a meeting called for the purpose of considering disciplinary action. The member subject to disciplinary action is not entitled to vote on his/her own discipline.
- F. No matter may be heard by the disciplinary committee (Pastor and Deacons Ministry) or the Church unless the steps outlined in subsections (B) and (C) have been taken, except in the case of a public offense
- G. If an unrepentant offending party is removed from the Church membership that party must immediately return any property belonging to the Church.
- H. The procedures provided in this section are based on Matt. 18:15-20; Rom. 16:17 -18; I Cor. 5:1-13; 2 Cor. 2:1-11; Gal. 6:1; I Thess. 5:14; 2 Thess. 3:6,10-15; 1 Tim. 5:19-20; and Titus 3:10-11.

SECTION 6.04 -TRANSFER OF MEMBERSHIP

Members not under the disciplinary process of Section 5.02 may request that letters of transfer be sent to another Church. Members under disciplinary action can resign at any time, but no letter of transfer or written statement of good standing will be issued upon such resignation, except at the discretion of the Pastor or Chairman of Deacons Ministry in the absence of a Pastor.

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SECTION 6.05 - INACTIVE STATUS

- A. A quarterly report will be given by the Deacons Ministry to the Church body during the quarterly business meeting of members being added to the inactive list.
- B. A member shall be removed from the Church membership, after attempts to contact the individual have gone without any response, 90 days after being added to the Inactive Status. The recommendation will be made by the Deacons Ministry during the quarterly business meeting.
- C. No member of this Church may hold membership in another Church. The membership of any individual may be terminated if the member unites in membership with another Church.
- D. If any individual actively engages in secretive discussions and/or intentionally organized secretive meetings in a concerted effort to overthrow the present leadership, they shall be brought before the Pastor and Deacons Ministry.

ARTICLE 7. AFFILIATIONS

The Church is authorized to and has voluntarily elected to affiliate with other denominational organizations while retaining the right of self-government in all phases of its spiritual and temporal life.

ARTICLE 8. ORDINANCES

- A. BAPTISM shall be by immersion and is administered at the request of the believer in Christ as an act of obedience to Jesus Christ.
- B. THE LORD'S SUPPER is the partaking by believers of the elements symbolizing the blood and body of Christ.

ARTICLE 9. ORGANIZATION

OFFICERS

- A. The officers of the Church shall be: Pastor, Deacons Ministry, Trustee Ministry, Deaconess Ministry, Treasurer, Assistant Treasurer, Clerk, Assistant Clerk, Financial Secretary, and Assistant Financial Secretary.

B. TERM

Except as otherwise provided herein, the positions of Chairman and Vice-Chairman of the ministries shall be eligible for two (2) consecutive two-year terms and shall be eligible to serve in said position after one year out of office.

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C. DUTIES GENERALLY

Each officer shall have such authority and shall perform such duties in the management of the Church as provided herein or as determined by resolution of the Pastor and Deacons Ministry, not inconsistent with these Bylaws.

D. REMOVAL

Any officer elected by the Church Business Meeting may be removed only by vote of the Church Business Meeting unless the Church Business Meeting has authorized the Deacons Ministry to remove the officer.

E. VACANCY

Any vacancy, however occurring, in any Church office shall be filled upon affirmative vote of the Church Business Meeting.

ARTICLE 10. PASTOR, STAFF AND EMPLOYEES

A. PASTOR

The Pastor is Overseer and Spiritual Leader of the Church. The Pastor is accountable to the Church in the exercise of his responsibilities and authority. The Pastor shall serve at the will of the Church pursuant to a written contract which shall be administered on behalf of the Church by the Trustee Ministry.

The pastor shall be moderator of all meetings when present, and when absent, the Chairman of Deacons Ministry or his designee shall preside.

Whenever said Moderator is involved in discussion (meaning the Pastor, Chairman of Deacons Ministry or his designee shall surrender the chair).

1. SPIRITUAL LEADER

The Pastor must be a spiritual leader pursuant to the New Testament teachings subject to the reserve power of the Church (1 Timothy 3), which includes, but is not limited to the following duties:

- a. Plan and lead regular worship services including preaching the gospel
- b. Train and equip the members for service
- c. Administer ordinances of the gospel (Baptism and the Lord's Supper)
- d. Make visitations
- e. Give Christian benevolence and fellowship
- f. Interpret the Church programs
- g. Administer the Lord's Supper
- h. Provide for religious training of the entire congregation
- i. Teach and work with officers
- j. Perform marriage and funeral services.
- k. Make worthwhile plans and be a non-voting member of all committees, except in case of a tie vote.
- l. Encourage and promote programs to spread the Gospel of Jesus Christ and the

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objectives above.

- m. Encourage and promote Bible study, worship, prayer, spiritual development, discipleship, training, witnessing, stewardship, and all elements of the Church covenant.
- n. Community involvement on behalf of the Church
- o. Submit at each annual meeting of the Church, programs of service, including new programs and/or activities.

2. OVERSEER AND SPIRITUAL LEADER

As Overseer and Spiritual Leader, the Pastor will:

- a. Formulate and present to the Deacons Ministry for approval by the Church a general program to guide the Church's spiritual work and its material welfare at least annually, simultaneously with presentation of the budget.
- b. Implement the approved program and any approved modification
- c. Manage and oversee the day-to-day business affairs of the Church.
- d. Work with the Deacons Ministry, Deaconesses Ministry, Trustees Ministry, Sunday School, committees, staff, members and officers to accomplish the purposes of the Church
- e. Supervise all Church staff and contracted employees
- f. With the advice and assistance of the Joint Ministry, recommend to the Deacons Ministry, ministerial staff positions, duties, salaries, tenures, and persons to fill same, for ultimate determination by the Church
- g. Be an advisory member of all committees and organizations of the Church
- h. Provide job descriptions and assign duties to all Church staff and employees
- i. Report to the Deacons Ministry monthly and to the Church at least quarterly on the condition of the Church.

3. SILENCE

If the Pastor fails to carry out recommendations of the Church, he is to be silenced by the Church via the Deacons Ministry. The length of the period of silence is to be determined by the Deacons Ministry. In the event of an emergency, a special meeting of the Deacons Ministry may be called and if necessary, brought to the Church. No Pastor shall offer an invitation to another Pastor without consultation with and approval from the Deacons Ministry and announce this to the Church body.

4. QUALIFICATIONS, SELECTION, AND TENURE

The qualifications for Pastor are:

- a. A Christian, a trained minister who lives by example
- b. A wise, able and instructing teacher
- c. A faithful, prudent, devout, spiritual, truthful, honest, reliable, holy man
- d. A peacemaker, a respectable person, a diligent, dedicated, intelligent, patient, dignified man.
- e. He must present evidence that he is or will become an ordained minister.

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5. ANNUAL EVALUATION

Recommendation for continued service shall be made to the Church Business Meeting through the Deacons Ministry.

The Pastor may be investigated by the Deacons Ministry upon receipt of evidence indicating violation of these bylaws and removed by a majority vote of active members present and voting, provided there is a quorum.

6. VACANCY OF PASTOR

Whenever a vacancy of the pastorate occurs; the chairman of the Deacons Ministry shall announce it to the membership and a Pastoral Search Committee shall be established to select a Pastor. The committee shall consist of seven persons:

- Two Deacons (selected by the Deacons Ministry)
- One Trustee (selected by the Trustees Ministry)
- One Deaconess (selected by the Deaconess Ministry)
- Three members (selected from the membership, not including associate ministers) at a Church Business Meeting.

The committee will make a canvass of available ministers and investigate those whom they assume suitable. The name and credentials of three candidates shall be presented to the Deacons Ministry by the Chairperson of the Pastoral Search Committee and recommended to the Church. If the Deacons concurs, Church Call Meeting, shall be held to elect the Pastor. Announcement of the meeting must be made on three consecutive Sunday's during the worship service and on OneCall before the meeting.

A candidate must receive two-thirds (2/3) of all votes active members present and voting to be elected as pastor. If no candidate receives two-thirds (2/3) of votes cast, the candidate with the majority of votes cast shall be elected as pastor. Voting shall be supervised by the Hillsborough County Supervisor of Elections.

7. TERMINATION OF PASTOR

The length of call is for an unlimited period, so long as the Pastor and Church agree. The Pastor further agrees to accept the provisions in the By-Laws of the Church, whereby the pastoral relationship may be terminated either by Pastor or Church upon given notice as may be mutually agreed upon by both parties. The termination of the Pastor by the Church shall be by two-thirds (2/3) of members present and voting at the time of the vote.

The Church looks forward too many years of the Pastor's ministry with the congregation under God's blessing. Nevertheless, it is regarded as prudent to provide a basis for severance payment in the unlikely event the Pastor is terminated by the Church. Upon separation with up to five (5) years of service, the Pastor would receive three (3) months of salary. Upon separation and with more than five (5) years of service, the Pastor would receive five (5) months of salary.

8. PROHIBITED ACTIVITIES

The Pastor is prohibited from the following activities:

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- a. Excessive begging
- b. Pastor to Pastor financial agreements
- c. Spending monies except as authorized herein
- d. Incurring debts and making purchases without permission, except as authorized herein.
- e. Exercising punitive power
- f. Exercising veto power
- g. Signing checks
- h. Signing or keeping legal papers or key to the safe deposit box
- i. Changing programs to suit his personal wishes.
- j. Prohibited from opening any line of credit (credit cards, lines of credit loans...)

B. ASSOCIATE MINISTERS

The Associate Ministers shall assist the Pastor in the performance of his duties as specified herein.

1. SPIRITUAL DUTIES

The Associate Ministers shall assist the Pastor lead the Church spiritually pursuant to the New Testament teachings subject to the reserved power of the Church (1 Timothy 3), which includes, but is not limited to the following duties:

- a. Assist the Pastor in all areas of the Pastor's work as requested
- b. Assist in prayer worship services
- c. Lead in planning, conducting and evaluating a comprehensive evangelism and discipleship ministry
- d. Oversee the Youth ministry
- e. Counseling members and others if requested
- f. Study to know the Word of God and His Will.
- g. Study scriptural words, their meaning, sound pronunciation and usage.
- h. Meet bi-monthly with the Pastor in a planning session.
- i. Meet with Joint Ministry.
- j. Meet with such other persons as directed.

C. CHURCH CLERK

The Church Clerk shall be the custodian of the Church records. The Clerk shall be elected at each annual meeting and is eligible for two (2) consecutive two-year terms and shall be eligible to serve in said position after one year out of the office.

The Clerk shall have the following responsibilities:

1. Maintaining a Church Membership Book containing the name and address of each member
2. Issuing letters of dismissal
3. Taking minutes of the Annual Business Meetings, the Quarterly Business

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Meetings, the Annual Budget Meetings, and Special Business Meetings/Pastoral Call Meetings and filing within ten (10) days of the meeting one copy in the Church Minutes Book, one copy with the Clerk, one copy with the Pastor, and at least two copies with both the Deacons Ministry and Trustees Ministry

4. Maintaining the Church minutes book and keeping accurate records of Church history.
5. Processing candidate requests for membership
6. Drafting resolutions and ensuring receivership by the Funeral home.
7. Offering services to bereaved families including attendance at the funeral.
8. Attending to all correspondence and keeping timely Church records
9. Preparing Church Bulletins for Sunday worship service
10. Preparing the agenda for all meetings specified in Article 14 herein.

ASSISTANT CLERK

The Assistant Church Clerk shall perform the same functions in the absence of the official clerk and give whatever assistance necessary in carrying out the duties of the clerk.

D. TREASURER

The Church treasurer shall be the custodian of all the Church funds. The Treasurer shall be elected at each annual meeting and is eligible for two (2) consecutive two-year terms and shall be eligible to serve in said position after one year out of the office.

The treasurer shall have the following duties:

1. Maintain safe custody of, disburse and account for, all Church funds
2. Co-sign Church checks
3. Present Treasurer's reports to the Church Business Meeting, and upon request of the Deacons Ministry and the Trustees Ministry.
4. Ensure that all Treasurer's deposit receipts are the same as the Financial Secretary's report.
5. Deposit all monies into the Church account
6. Retain a bond value at least for \$5,000.

E. FINANCIAL SECRETARY

The Financial Secretary, having working knowledge of simple bookkeeping shall keep financial records of all Church monies. The Financial Secretary shall be elected at each annual meeting and is eligible for two (2) consecutive two-year terms and shall be eligible to serve in said position after one year out of the office.

The Financial Secretary shall have the following duties:

1. Prepare monthly, quarterly and annual financial reports as required by these bylaws and by law.
2. Submit records to be audited every two years to a Certified Public Accountant or reputable accounting firm.
3. Present reports at Church meetings

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4. Report to the Trustees Ministry and Treasurer as requested
5. Prepare a Contribution Statement for all members by the first Sunday in February.

F. ASSISTANT FINANCIAL SECRETARY

The Assistant Financial Secretary shall assist the Financial Secretary in the performance of his/her duties.

ARTICLE 11. MINISTRIES

DEACONS MINISTRY

1. DUTIES

There shall be a Deacons Ministry. They shall be ordained to their work according to Acts 6:1-8 and 1 Timothy 3:8-13.

The Deacons Ministry shall assist the pastor in developing the spiritual life of the men and boys of the church for the best possible service. They shall inquire after those who absent themselves from the church services, watch for and welcome strangers, assist candidates for baptism, and the preparation for the Lord's Supper. The Deacons Ministry shall assist the pastor in visiting the members, in the care of the sick, needy and distressed members of the church.

The Deacons Ministry shall have the following duties and responsibilities:

- a. Assist the Pastor in conducting worship and celebrating the Lord's Supper
- b. Encourage family worship
- c. Administer ordinances
- d. Care for and distribute mission funds
- e. Visit the sick and shut-ins
- f. Give counsel to those in need
- g. Build and maintain Christian fellowship
- h. Investigate the spiritual condition of Church members
- i. Support the Pulpit whenever it is vacant and hold Deacon's meetings
- j. Support Church programs
- k. Cooperate with other officials and members of the Church
- l. Attend Church Business Meeting, Sunday School and worship services regularly
- m. Conduct disciplinary proceedings against the Pastor in the event of indisputable evidence of non-Christian or non-ministerial conduct as outlined in the Statement of Faith. If a satisfactory agreement cannot be reached, the Deacon Ministry will submit recommendations to the Church regarding the matter.

2. QUALIFICATIONS, SELECTION, AND REMOVAL

A. QUALIFICATION

A Deacon is a person who:

Has been a member of this Church for at least one year

One who has been ordained by this Church, or who has been ordained by another Baptist

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Church affiliated with (Baptist convention) and is requalified by this Church according to New Testament requirements and approval by a favorable vote of the Church.

B. SELECTION

Deacons Ministry shall be selected as needed by a combination of the Church and the officials of the Church. Prospective Deacons shall be nominated by the Church membership. The Deacons Ministry shall screen, place on trial for at least 6 months, interview, and train prospective Deacons before they are presented to the Church Business Meeting for approval.

C. REMOVAL

The Deacons Ministry may request the resignation of a Deacon who has been found unworthy to serve. All charges against him shall be discussed in an informal hearing between the allegedly unworthy Deacon, the Deacons Ministry and the Pastor; said hearing shall allow the accused to face his accuser and to bring forth witnesses. Should a Deacon refuse to participate in the hearing, the matter of his unworthiness shall be brought before the Church Business Meeting for action.

3. OFFICERS

The officers shall consist of a chairman, vice-chairman, secretary. Additional officers may be elected as needed. The elections of new officers will be held at a regular meeting. The new officers take office on January 1st.

4. TENURE

A Deacon's tenure shall be as long as he is physically able to serve.

5. DUTIES

A. PASTORAL MINISTRY

The primary responsibility of a Deacon is serving the Church and its pastoral ministries including:

1. Proclaiming the gospel to believers and unbelievers
2. Care for the Church members and other persons in the community
3. Leading the Church to engage in fellowship, worship, witness, education, ministry, and application
4. Leading the Church in performing its tasks
5. Assisting the Pastor in performing his role as spiritual leader.

B. MANAGEMENT AND MINISTRIES

Subject to the power reserved by the Church, the Deacons Ministry share responsibilities for the spiritual life of the Church with the Pastor. The Deacons Ministry has responsibility for the spiritual affairs except for areas specifically delegated to the Pastor.

6. NUMBER OF DEACONS MINISTRY

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There shall be a proportionate number of Deacons according to the membership.

7. LIMITATION OF POWERS OF DEACONS MINISTRY

The Deacons Ministry shall be prohibited from exercising those powers expressed in Article 10 (prohibited activities).

8. MISSION FUNDS

The Deacons Ministry shall establish written guidelines for the administration and distribution of Mission Funds and report this information at the annual business meeting of the Church.

C. DEACONESSES MINISTRY

The Deaconess Ministry shall assist the pastor in developing the spiritual life of the women and girls of the church for the best possible service. They shall inquire after those who absent themselves from the church services, watch for and welcome strangers, assist candidates for baptism, care for the baptismal robes and the preparation for the Lord's Supper. The Deaconess Ministry shall assist the pastor and Deacons Ministry in visiting the members, in the care of the sick, needy and distressed members of the church.

A Deaconess is a person who is a Christian, truthful, honest, reliable, respectful, dedicated woman possessing the same qualifications as the Deacons Ministry.

1. DUTIES

The Deaconess Ministry shall have the following duties:

- a. Help care for and distribute mission funds
- b. Visit the sick and shut-ins
- c. Build and maintain Christian fellowship
- d. Assist the Deacons Ministry in the spiritual aspects of the Church
- e. Prepare the Lord's Supper and baptisms
- f. Regularly attend Church services and conferences

2. QUALIFICATION, SELECTION AND REMOVAL

- a. **QUALIFICATION** - the Deaconesses should be Christian, truthful, honest, reliable, respectful, and have good character.
- b. **SELECTION** - Deaconesses shall be selected as needed by a combination of the Church and the officials of the Church. Prospective Deaconesses shall be nominated by the Church membership. Deaconesses are selected in the same manner as Deacons Ministry by the Church Business Meeting and can be dismissed in the same manner. The Deaconesses shall screen, place on trial for at least six (6) months, interview, and train prospective Deaconesses before they are presented to the Church for approval.
- c. **REMOVAL** - the Deaconess Ministry may request the resignation of a Deaconess who has been found unworthy to serve. All charges against her shall be discussed

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in an informal hearing between the allegedly unworthy Deaconess, the Deaconess Ministry and the Pastor. Said hearing shall allow the accused to face her accuser and to bring forth witness. Should a Deaconess refuse to participate in the hearing, the matter of her unworthiness shall be brought before the Church Business Meeting for action.

3. OFFICERS

The officers shall consist of chairman, vice-chairman, and secretary. Additional offices may be elected as needed.

4. NUMBER OF DEACONESSSES

There shall be a proportionate number of Deaconess according to the membership.

C. TRUSTEE MINISTRY

The Trustee Ministry shall consist of not more than fifteen (15) active members.

1. DUTIES:

The Trustees Ministry shall perform the following duties:

- a. Custodians of all Church property
- b. Purchasing agents of the Church
- c. Administrators of finance
- d. Sign all Church checks through the chairman, vice-chairman and treasurer.
- e. Regularly attend Church Business meetings.
- f. With the advice and assistance of the Deacons Ministry, make recommendations of salaries, for ultimate approval by the Church Business Meetings.
- g. Request program monies in the event that budgeted receipts are insufficient to fund all programs. Said acquisitions of funds shall be in accordance with procedures set forth herein
- h. Ensure compliance with all laws, particularly Florida Statute Chapter 607 and 617 under Business Corporation.

2. QUALIFICATION, SELECTION AND REMOVAL

- a. **QUALIFICATIONS** - Trustees should have the same qualifications as a Deacon, truthful, honest, respectful, and reliable and dedicated to the Church mission.
- b. **SELECTION** - Trustees are selected by the Church Business Meeting. The Pastor, Trustees Ministry and Deacons Ministry shall screen, interview and process all prospective trustees before they are recommended to the Church Business Meeting for approval. Trustee positions shall be filled at the Annual Business Meeting.
- c. **REMOVAL** - The Trustees Ministry shall use the same procedure established for the Deacons Ministry to dismiss any member found unworthy to serve on the Trustee Ministry.

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3. OFFICERS

The officers shall consist of a chairman, vice-chairman, and secretary.

The vice-chairman shall fill the position of the chairman if the chairman is unable to carry out their term of office. All remaining officer positions shall be voted on when vacated. Additional officers may be elected as needed.

4. DISCIPLINE OF CHURCH OFFICERS

Any officer other than the Pastor who is otherwise covered therein, may be removed, with cause, upon recommendation of the Pastor and Deacons Ministry. The Pastor or Deacons Ministry should meet with the officer first to discuss the requirements of the position, the officer's ability or inability to meet the same, and the purpose behind the request that the officer step down. If the officer agrees that the request is in the best interest of the church and steps down voluntarily, he/she shall be replaced upon a simple majority vote of the members voting on the recommendation of the Pastor and Deacons Ministry. In the event the officer does not consent to the removal, the removal shall require the vote of the majority of the members of Deacons Ministry at a meeting specially called to discuss and vote on the request for removal, and the congregation will be informed at the next Church Business meeting.

FILLING VACANT OFFICERS' POSITIONS

Any vacancy resulting from the death, resignation, removal, and disqualification or otherwise, of any officer shall be filled on the recommendation of the Pastor and Deacons Ministry at a Church Business Meeting. Filling any such vacancy in this manner shall only be to complete the unfulfilled term of the position vacated.

ARTICLE 12. BUDGET, FINANCE, EXPENDITURES AND CONTRACTS

A. BUDGET

The Budget Committee shall submit a written proposed budget to the Church membership at least two weeks in advance of the Annual Budget Meeting to determine the Church budget. The budget shall be in accordance with the Church's income. The budget year shall be from January 1st to the last day in December of the same year.

Opportunity for discussion of the budget shall be provided at a regular Church meeting. **The Trustees shall monitor the administration of the Church budget after its adoption by the Church including recommendations to the Church as to changes, transfers and deletions.** The Trustees shall keep the Church membership fully advised of the Church programs, conditions, affairs and plans.

All matters concerning Church business, administration or policy that may arise from time to time which are not specifically covered herein shall be referred to the Joint Ministry for suitable disposition, unless otherwise directed by the Church. Salaries shall be determined by

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the Church's income and the standard of living.

B. EXPENDITURES

1. PURCHASES

The Trustees Ministry shall establish written purchasing procedures. For purchases more than \$1,000, the Trustees Ministry should receive bids from three entities prior to execution of contracts.

2. BUDGETED EXPENDITURES

The Trustee Ministry is authorized to expend monies as authorized by the budget.

3. NON-BUDGETED EXPENDITURES

Purchases and services not included in the budget which are not emergencies may be purchased not to exceed \$300 per project after approval by the Trustee Ministry. All other expenditures must be approved by the Church Business Meeting in advance except as otherwise provided herein.

Emergency expenditures may be made after approval by the Trustees Ministry and notification of the chairman of the Deacons Ministry and the Pastor.

4. CALENDAR YEAR

The calendar year is from January 1st through December 31st.

5. CASH TRANSACTIONS PROHIBITED

All financial transactions shall be paid with bank draft.

C. CONTRACTS

Written contracts must be entered for expenditures more than \$1,000. To be valid, contracts more than \$1,000 must be for expenditures previously approved by the Church Business meeting and must be signed by at least three officers of the Church, preferably the chairman of the Trustees, the chairman of the Deacons Ministry, and the Pastor. If the above three officers are not available, any three of the following officers may sign contracts for the Church: Pastor, Chairman of the Deacons Ministry, Chairman of the Trustees Ministry, Chairman of the Deaconess Ministry.

D. CHURCH DEBT

Debt obligations that are not part of the routine business of the Church may not be made or increased except by a two-thirds vote of the Church Business Meeting.

ARTICLE 13. COMMITTEES

The composition and duties of committees shall be set out in written procedures established by the Church. Ministries are not considered to be committees for these bylaws.

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A. DUTIES

Committees shall have those duties specified by the bylaws and by the Pastor and Deacons Ministry or the Church.

B. OPERATION

Committees shall meet on call of the Pastor, committee chairman, or the chairman of the Deacons Ministry and shall be presided over by the committee chairman or a temporary chairman elected by the committee. A majority of any committee shall constitute a quorum.

Pastor, Ministers, and Chairman of the Deacons Ministry shall be advisory members of all standing committees and shall be available to meet with and advise committees as necessary, but they shall not be voting members in any standing committee and they shall not be counted in determining a quorum. Membership Committee members shall be appointed or elected from the membership of the Church with at least one Deacon serving on each committee.

A prospective committee member may be nominated by any member of the Church. Nominees shall be notified of their nomination by the Church Clerk before the joint meeting of the Trustees Ministry and Deacons Ministry. If a nominee declines the nomination, his/her name shall not be submitted to the joint meeting for evaluation.

During the joint meeting nominees will be evaluated and recommended for committee membership if approved. Only persons recommended for the committee will be presented to the Church Business Meeting for approval. At the Church Business Meeting, members may nominate persons not previously nominated and screened at the joint meeting as permitted by Roberts Rules of Order.

C. TERM

Committees shall be terminated by the Pastor or his designee after completion of the committee's assigned task or project.

D. VACANCIES

As committee members cease to participate in committee activities, they need not be replaced. However, if members are replaced, said replacements shall be done in accordance with the above mention procedures.

E. EXPENDITURES

All expenditures shall be in accordance with the provisions of Article 12. All proposed expenditures under the Church budget or requested funds for a purpose not provided for in the Church budget, shall be first received and acted upon by the **committee supervising the activity involved and referred** with recommendations to the **finance committee** for approval of disbursement or for recommendation to the Trustees Ministry.

F. BUDGET COMMITTEE

The committee shall consist of a maximum of nine (9) persons with two (2) from the Trustee Ministry one (1) Deacons Ministry as selected by their respective ministry, five (5) persons from various ministries, and one (1) persons from the membership at large.

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ARTICLE 14. MEETINGS

SECTION 14.01 -MEETINGS FOR PUBLIC WORSHIP

Unless otherwise determined by the Pastor, the Church shall meet each Sunday morning for public worship and at least once during the week for Bible study and prayer.

SECTION 14.02-MEETINGS FOR CHURCH ADMINISTRATION

- A. The annual Church administration meeting, for the election of officers and the transaction of other business, shall be held on the first Wednesday in December following the first Sunday. A regular quorum shall consist of the active members present. Public notice of the meeting shall be given from the pulpit for two successive Sunday s immediately preceding the meeting.
- B. The moderator will use Robert's Rules of Order for All Church meetings. The moderator is the final authority on questions of procedure, and his decision is final and controlling. The following order shall be observed at the regular Church administration meetings:
 - 1. Devotions & prayer
 - 2. Reading of minutes
 - 3. Financial report
 - 4. Treasurer report
 - 5. Recommendations
 - 6. Unfinished Business Review
 - 7. New Business Review
 - 8. Informational reporting
 - 9. Adjournment
 - 10. Benediction
- C. All recommendations must be presented to the Joint Ministry for discussion and approval prior to the Church Business Meeting. All recommendations of the Joint Ministry will be read by its secretary.
- D. For any meeting under this article, the moderator and Deacons Ministry, shall have full and unilateral authority to require nonmembers to leave the meeting room and to order the immediate removal of any member or other person present who is deemed by the moderator to be disruptive to the proceedings by act or presence. If the moderator and Deacons Ministry determines that compliance with his order of removal is unsatisfactory, the moderator and Deacons Ministry may revoke the disruptive person's right to remain on the premises in accordance with Section 3.03(C) and treat the person as a trespasser.

SECTION 14.03-MEETINGS GENERAL

WORSHIP

- a. Public service shall be held each Sunday

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- b. The Lord's Supper will be celebrated on the first Sunday of each month
- c. Baptismal services are scheduled as needed
- d. Candidates for membership will be received into the Church at each meeting of the Church
- e. No official meeting shall be called during or after worship service without approval of the Deacons Ministry prior to that service.

B. MID-WEEK SERVICES

- a. Weekly meeting for prayer, worship and study.
- b. Other religious meetings may be called at the discretion of the Church officials.

C. ANNUAL BUSINESS MEETING

Annual Business Meetings for the conducting of Church business will be held on the Wednesday after the first Sunday in December at 7:00pm for the purpose of:

Electing the

Church Clerk

Treasurer

Financial Secretary

Trustees

Confirming office of the Pastor

Confirming of Associate Ministers

Deacons Ministry

Deaconess Ministry

Notice of the Annual Business Meeting shall be given for two consecutive weeks preceding the meeting by publication in the Church Bulletin, posting on the Church bulletin board, and announcement at the Sunday Worship Service.

All officers will be installed on the last Sunday of each calendar year.

D. QUARTERLY BUSINESS MEETING

All committees, groups, etc., shall meet quarterly or in special call meetings.

E. QUARTERLY JOINT MINISTRY MEETING

The Pastor, Deacons Ministry and the Trustees Ministry shall meet quarterly in a joint ministry meeting.

F. SPECIAL BUSINESS MEETING/PASTORAL CALL MEETING

Special meetings may be announced from the pulpit whenever requested by Church officers.

G. ANNUAL BUDGET MEETING

The annual Budget Meeting will be conducted at 7:00 pm on the Wednesday prior to the first Sunday in December for the purpose of approving the Annual Budget. If new debt is added to the budget, it shall be approved in the manner set forth in Article 1 2.

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H. INITIATION OF AGENDA MATERIAL

All business is to begin in either the Deacons Ministry or the Trustee Ministry, or both, however provided herein. After reaching either ministry, the matter shall be evaluated pro and con then framed in a recommendation with comments for or against the matter. The matter shall then be sent to the Church Business Meeting for acceptance or rejection.

I. PARLIAMENTARY PROCEDURES

1. The Robert's Rules of Order will be used in conducting the business of the Church, except when different procedures are set forth herein.

2. VOTE APPROVAL/DISAPPROVAL

Any matter voted on shall be considered "approved" when a majority (>50%) of active members present votes affirmatively on a matter. A matter is deemed "disapproved" when there is a lack of an affirmative majority vote.

3. RECONSIDER, RESCIND, REPEAL, OR ANNUL

Any matter approved at a meeting in which a lesser quorum of the Church Business Meeting existed at the time of the vote may be reconsidered, rescinded, repealed or annulled at the scheduled Business Meetings provided that a regular quorum is present.

A matter is deemed reconsidered if two-thirds (2/3) of the member present vote in favor of said action. A matter is deemed rescinded, repealed, or annulled if a majority of the members present vote in favor of said action.

ARTICLE 15. GENERAL PROVISIONS

A. AMENDMENTS

These bylaws may be amended by a two-thirds (2/3) vote of all active members present at a duly noticed meeting.

The request must be in writing accompanied by three or more names of active members. The request must describe the section or sections to be amended and must state therein why the sections(s) should be amended. The Clerk must read the proposed By-Laws. At the third reading of the proposed amendment(s) at a Church business meeting, the proposed change may be approved by a two-thirds (2/3) majority of active members present and voting.

B. CONTINUATION IN OFFICE

Church officers and committee members shall serve until their successors are duly selected and qualified.

C. INTERPRETATION AND OMISSIONS

These rules shall be interpreted and construed to best accomplish the purpose of the Church set out herein. On questions of business not covered by these bylaws, guidance shall be obtained from the Holy Bible.

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D. CHURCH BULLETIN

Significant announcements, including notice of all Church business meetings, shall be in the Church Bulletin and announced over the calling post.

E. VOTING

The affirmative vote of a majority of the regular quorum of active members present is needed to approve any matter. Active members age 18 and above are eligible to vote on business matters.

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APPROVED AND ADOPTED THIS 10th day of OCTOBER 2018.

Deacon Joe Reid
CHAIRMAN, DEACONS MINISTRY

Trustee Mark Adams
CHAIRMAN, TRUSTEES MINISTRY

October 10, 2018