

**BYLAWS
FOR
ROSWELL STREET BAPTIST CHURCH
OF
MARIETTA, GEORGIA**

PREAMBLE

For the more certain preservation and security of the principles of our faith, and to the end that this body may be governed in an orderly manner, and for the purpose of preserving the liberties inherent in each individual member of Roswell Street Baptist Church of Marietta, Georgia, (the “Church”) and the freedom of action of this body with respect to its relation to other churches of like faith and order, we do declare and establish these Bylaws.

ARTICLE 1

NAME AND PURPOSE

SECTION 1. NAME

This Church shall be known as the **ROSWELL STREET BAPTIST CHURCH OF MARIETTA, GEORGIA.**

SECTION 2. PURPOSE

The Church is formed to support public worship and to proclaim the Gospel of Jesus Christ through such ministries as may be determined by the Church.

ARTICLE II

CHURCH GOVERNMENT AND MEMBERSHIP

SECTION 1. GOVERNMENT

This sovereign Baptist Church under the Lordship of Jesus Christ retains unto itself the exclusive right to temporal life of this Church. The membership reserves the exclusive right to determine who shall be members of this Church and the condition of such membership. The government of this Church shall be vested solely in the body of believers who compose it as an autonomous group. It shall be receptive to the programs and cooperative efforts, which are common among Baptist churches. The Church may adopt its own standards and qualifications and various auxiliaries, organizations and committees, as it may deem just and proper, consistent, however, with the principles and standards as reflected by the Word of God. Every member of the Church who holds an office

of responsibility in any phase of Church life and activity shall be responsible to the Church. The Church is subject to the control of no other ecclesiastical body.

As far as may be consistent with the principles and teaching of God's Word, this Church shall cooperate with and have representation in the denominational causes sponsored by Southern Baptists including the Southern Baptist Convention, Georgia Baptist General Convention, Noonday Baptist Association, and other affiliated auxiliaries and causes afforded them at such conventions or religious meetings. The Senior Pastor and elected messengers shall represent the Church at any such conventions or religious meetings, and can speak authoritatively for the Church when such power has been given them previously by vote of the Church. It shall be their duty and obligation to represent this Church in the promotion of Christ's Kingdom at all such meetings.

As to the Doctrine of this Church, it shall receive the Scriptures as its sole authority in matters of faith and practice. It shall adopt articles of faith and a Church Covenant which shall be in essential accord with the belief of Baptist Churches, which shall reflect the true understanding of Christian truth as contained in the Holy Scripture and condensed in "*The Baptist Faith and Message*", dated June 14, 2000.

SECTION 2. CANDIDACY

Any person may become a candidate for membership in the Church. All candidates desiring to become members shall be presented to the Church at any regular Church service in any of the following ways as an act of worship:

- (1) **By Faith:** Any person publicly confessing personal faith in the Lord Jesus Christ giving evidences of a regenerate heart and adopting the Covenant and the views of faith and practice held by the Church, after being baptized may be admitted into the fellowship of the Church.
- (2) **By Statement:** Those who have been baptized by immersion in water upon profession of faith but who, because of loss of records or similarly unavoidable circumstances have no regular letter of dismissal, may be received into membership if they give satisfactory evidence of a regenerate heart, Christian conduct and scriptural faith. Any person who for good reason cannot present or promise a letter, may, upon statement of previous profession of faith and baptism by immersion in water, be admitted after appropriate inquiry by the Senior Pastor or his designee.
- (3) **By Immersion:** Those who have an authentic faith in the Lord Jesus Christ and desire to join this Church from another denomination are invited to join by baptism by immersion in water.
- (4) **By Letter:** Members from other Baptist churches may be received into membership by letter of dismissal from their respective churches.

- (5) By Restoration: Any member whose name has been erased from the Church roll may be restored according to the steps in Article II, Section 7.

Should there be any dissent as to any candidate becoming a member of the Church, the affirmative vote of three-fourths of those Church members present at the Church service shall be required.

SECTION 3. CLASSES OF MEMBERS

- (1) There shall be two classes of members of the Church.
 - (a) The first class of members shall be referred to as the “active members”. The names of the members of this class shall be put on the active membership roll. This class shall consist of all initial members of the Church as of the date of these Bylaws who are actively involved in the Church, as that term is defined herein, and all members admitted hereafter from time to time, unless such members are transferred to the inactive membership roll.
 - (b) The second class of members shall be referred to as the “inactive members.” The names of the members of this class shall be put on the inactive membership roll. This class shall consist of those members who once were members on the active membership roll, but whose names are transferred from the active membership roll to the inactive membership roll by the Church Clerk, when those members are not “actively involved” in the Church.
- (2) The Church Clerk shall annually, or as the need arises, inspect the active membership roll and identify those members on said roll who have not been “actively involved” in the Church within the last twelve months. Upon identification of those members, the Deacons shall make a thorough attempt to contact these members, seeking to restore them to an active status. Only after these attempts are unsuccessful shall the Church Clerk transfer those members from the active membership roll to the inactive membership roll. The Church Clerk shall attempt to notify the members of this action. The determination by the Church Clerk to transfer a member from the active membership roll to the inactive membership roll shall be final and conclusive, subject to Article II, Section 3(3).

- (3) Any member whose name appears on the inactive membership roll may request that his or her name be transferred to the active membership roll by making such request to the Church Clerk or by evidence given thereof after becoming “actively involved” in the Church again.
- (4) Members in good standing are active members and shall honor, esteem, and love their Senior Pastor. They shall pray for him frequently, and manifest a tender regard for his reputation.

A church member in good standing shall strive to:

- Attend its regular meetings.
- Cultivate personal holiness and family devotion.
- Sustain the public worship of the Almighty God through the ordinances of the Church.
- Contribute a tithe to the necessary expenditures of the Church.
- Spread the Gospel to all nations.
- Give relief to the poor.
- Watch over and counsel one another in the spirit of brotherly love.
- Grow the whole body in Christian knowledge and holiness.
- Govern all actions, conversations, and hearts by the precepts of God.

SECTION 4. RIGHTS OF MEMBERS

- (1) Every member of the Church who is on the active membership roll is entitled to vote at all elections and on all questions submitted to the Church in conference, provided the member is present or special provision has been made by the Church for absentee balloting. Those on the inactive membership roll are not entitled to vote. Cumulative voting shall not be allowed.
- (2) Every member of the Church on the active membership roll is eligible for consideration by the membership as candidates for elective offices. Inactive members are not eligible for such consideration.
- (3) Every member of the Church may participate in the ordinances of the Church.

SECTION 5. TERMINATION OF MEMBERSHIP

Membership shall be terminated in the following ways:

- (1) By death.
- (2) By letter: Letters of dismissal for any member who is in good standing with the Church shall be granted to any sister Baptist church upon proper request for letter from said church. On each letter granted, the Church Clerk may write in the space provided the extent of the member's activity in our program.
- (3) By joining a church of another denomination: It will be the policy of this Church not to issue letters of dismissal to churches of other denominations, but to write a courtesy letter confirming their membership.
- (4) By request for removal by the member(s).
- (5) By exclusion.

SECTION 6. EXCLUSION OF A MEMBER

Should a member exhibit conduct unbecoming a Christian so that the Church and the name of Christ are brought into disrepute, or deny fundamental doctrines of the Church, or hold and disseminate doctrinal views that are unscriptural and hurtful, or cause strife and division among the membership, the Executive Committee of Deacons shall take steps to resolve the matter in accordance with Matthew 18:15-20 and I Corinthians 5.

If the Executive Committee of Deacons determines that exclusion becomes necessary, after due personal notice and a private hearing by the Executive Committee of Deacons and after faithful efforts have been made to bring such member to repentance, membership may be withdrawn upon recommendation of the Executive Committee of Deacons and a majority vote of the members present at a business meeting. The basis for the recommendation shall not be required to be disclosed to the Church.

SECTION 7. RESTORATION OF A MEMBER

The Church may restore to membership any person previously excluded, upon the request of the excluded person, and after giving satisfactory evidence of renewed Christian character. This evidence shall include a confession of the error committed by the excluded person and shall require an appropriate inquiry by the Senior Pastor or his designee.

It shall be the practice of the Church to emphasize to its members that every reasonable measure will be taken to assist any troubled member. The attitude of members toward one another shall be guided by a concern for redemption rather than punishment.

SECTION 8. MEETING OF MEMBERS

(1) **Worship Services:** Public services for worship shall be held on Sunday morning, Sunday evening, and Wednesday evening of each week. Other public services for worship may be held on such other occasions as are deemed best for the advancement of the cause of Christ by direction of the Senior Pastor or as determined by a majority vote of members present at any regular or special business meeting of the Church.

(2) **Business Meeting:** The regular meeting of the members for the transaction of the business and affairs of the Church shall be held annually for the purpose of electing officers, approving the budget, hearing reports, and for consideration of such other matters as may be properly due attention.

Special business meetings of the Church may be called at any time by the Senior Pastor, the Chairman of Deacons, or by having at least one-tenth of the active membership roll at such a special conference meeting. A special business meeting can be held at any time after one (1) week notice to each active member or the notice of the special business meeting has been published in *The Herald* or its successor publication, or the Order of Service, specifying the time and place at which such meeting is to be held and stating the nature of the matters to be considered.

(3) **Place of Meetings:** The regular or special business meetings of the Church or any other meeting of the Church at which time the vote of the Church is sought on any matter, shall be held at some location within the Church properties located at 774 Roswell Street, Marietta, Georgia, unless otherwise specified in connection with a special business meeting called in accordance with Section 8(2).

(4) **Meetings of Missions:** No meeting of the members of a Mission or Missions of the Church shall ever constitute either a regular or special conference meeting of the Church. No vote on any matter pertaining to any of the affairs of the Church shall ever be taken at any meeting of the members of the Mission or Missions of the Church other than their vote on the admission of a member to the Church as provided hereinbefore. A member of a mission of the Church, being a member of the Church, shall have the right to attend and vote at any regular or special business meeting held by the Church in accordance with these Bylaws.

- (5) Quorum of Members: The members present at any regular Sunday or Wednesday service shall constitute a quorum. The active members present at a business meeting, after notice as prescribed in Section 8(2) shall constitute a quorum.
- (6) The Senior Pastor shall serve as the Moderator and shall preside at all business meetings of the Church. In the event of his absence, the Chairman of Deacons shall preside. In his absence, another member of the Executive Committee of Deacons shall preside.
- (7) The Church shall exercise the following rules of procedure in all business meetings:
 - All resolutions presented for action shall be submitted in writing to the Church Clerk and shall be read to the Church at the appropriate time. Resolution containing more than one (1) distinct proposition shall, upon request, be divided and voted on separately.
 - All persons speaking in the meeting shall rise and respectfully address the Moderator.
 - The current Robert's Rule of Order shall be the governing rules. However, all rules of order may be suspended by a majority vote of those present.
 - No member shall speak more than twice on any one subject until all others have had an opportunity to express their views. Upon the offering of an amendment, the speaker shall limit the remarks to the amendment.
 - Members having occasion to speak shall do so in the spirit of proper Christian courtesy.

ARTICLE III

CHURCH OFFICERS AND TRUSTEES

All officers of the Church shall be members in good standing and are elected to perform the administrative and business-related functions of the Church. The Church year shall be January 1ST through December 31ST. The officers of this Church shall be the Senior Pastor, the Pastoral Deacons, a Church Clerk, a Treasurer, and the Trustees.

SECTION 1. SENIOR PASTOR

The Pastor is responsible for leading the Church to function as a New Testament church. The Pastor will lead the congregation, the organizations, and the Church staff to perform their tasks.

The Pastor is the undershepherd of Christ Jesus, the head of the Church, and thus the Pastor holds the primary responsibility to Christ Jesus for the Church in the realm of its activity in the promotion of Christ's Kingdom on earth.

The duties of the Pastor are fourfold: As preacher, to teach the Gospel; as bishop, to superintend the work of the Church; as Pastor, to counsel and shepherd the flock; and as minister, to serve the people for Christ Jesus' sake.

The Pastor shall:

- Preside and preserve order and direction at all meetings of the Church;
- Secure to every member, without partiality, the exercise of the privileges as members;
- Give his views of the law of Christ, as bearing on such cases of discipline as may occur;
- Faithfully use the influence, which justly arises from the character of the office;
- Visit the members of the Church for the purpose of spiritual instruction, admonition and comfort;
- Faithfully warn and reprove those who backslide;
- Faithfully visit the sick;
- Embrace every opportunity to speak to the unsaved;
- “Study to show thyself approved unto God, a workman that needeth not to be ashamed, rightly dividing the word of truth”;
- Receive compensation for his services as the Church, through its Personnel Committee, may determine, and
- Meet all the Scriptural requirements contained in I Timothy 3:1-7.

A Pastor shall be chosen and called by the Church whenever a vacancy occurs. The election shall take place at a meeting called for that purpose, of which at least one week's public notice has been given.

The Pastor may relinquish the office of Pastor by giving at least two weeks written notice to the Church of the resignation.

The Church may declare the office of Pastor to be vacant and the Pastor's employment terminated. Such action shall take place at a meeting called for that purpose, which shall be called as and shall constitute a special business meeting. The meeting may be called upon the joint recommendation of a majority of the Deacons and the Personnel Committee or by written petitions signed by not less than one-fourth of the Church members on the active membership roll. The moderator for this meeting shall be the Chairman of Deacons. The vote to declare the office vacant shall be by secret ballot, and the affirmative vote of two-thirds of the members present shall be necessary to declare the office vacant and the Pastor's employment thereby terminated. Except in instances of gross misconduct by the Pastor, upon the Church declaring the office to be vacant, the Church will compensate the Pastor with no less than one-twelfth of his total annual compensation as determined by the Personnel Committee. The termination shall be immediate and the compensation shall be rendered in not more than thirty days.

SECTION 2. DEACONS

There shall be an active group of Deacons known as Pastoral Deacons, the number consistent with the growth of the Church, each of whom shall be an active Church member in good standing. Additional Deacons may be elected at the will of the Church as the need may arise.

Every Deacon of the Church is expected to seek out and occupy a chosen place of service in the Church program in addition to performing services as a Deacon. All Deacons shall actively support, with time and finances, the work of the Lord through the various ministries of the Church. All Deacons shall attend all business meetings of the Church as a matter of example and service.

All Deacons shall attend all Church worship services and perform assigned duties incidental to the conduct of those worship services.

The Church shall elect the number of Deacons desired by the Church, using the spiritual qualifications outlined in Acts 6:1-6 and I Timothy 3:8-13 as their guide, choosing those who have been active members in good standing of the Church for at least one (1) year.

Three (3) months prior to the election of Deacons, the Chairman of Deacons and the Senior Pastor shall designate a Committee of Pastoral Deacons to screen and nominate a slate of qualified individuals greater than the vacancies needing to be filled. The Church membership shall submit candidates for nomination no less than one (1) month prior to election.

Election of Deacons shall be by secret ballot requiring the affirmative vote of the majority of the Church members present at a business meeting.

The administrative term of office for each elected Deacon shall be three (3) years, except where the election is to fill an un-expired term. Deacons elected to serve who have not previously been ordained by the Church or another Baptist church shall be reviewed by an appointed

ordination council for the Church. The Senior Pastor and Chairman of Deacons shall arrange for this ordination council. The ordination service for these Deacons shall be held prior to the first Sunday of their new term of office.

The officers of the Deacons will be the Chairman, Vice-Chairman, and Secretary. They shall be elected annually by the Deacons and shall be known as the Executive Committee of Deacons. The Chairman, and in his absence, the Vice-Chairman or Secretary, shall preside at all Deacon meetings. The Secretary shall keep accurate record of all proceedings. The Senior Pastor shall be notified of all Deacon meetings and invited to attend.

In accordance with the New Testament, Deacons are to be servants of the Church. The ministry of the Deacon is to serve with the Senior Pastor and shall be to carry out God's work in the Church and in the community.

Deacons shall be willing to serve in such a capacity as to be fully conscious of the divine purpose and duties of the Deacon, serving at all times as the counsel and advisor for the Senior Pastor in matters pertaining to the welfare of the Church and its members.

Deacons shall seek to know the moral, physical, and spiritual needs of the Church membership and shall serve the Church in relieving, encouraging, and developing all who are in such need.

Deacons shall assist the Senior Pastor in ministering to those who are sick in the membership.

Deacons shall visit new members, assisting in the healthy assimilation of these into the fellowship.

Deacons shall lead the Church to be mission-minded and provide leadership in the carrying of the Gospel to those within their influences.

Deacons shall review the budget proposed by the Budget Planning Committee.

SECTION 3. CHURCH CLERK

The Church shall elect annually a Clerk as its clerical officer, who shall serve until a successor has been elected.

The Church Clerk shall be responsible for keeping a suitable record of all official actions of the Church as well as recording minutes of all Church business meetings. The Clerk or Assistant must be present at all business meetings to record the results of all matters voted upon.

In regular meetings, the Clerk shall record information on applicants for Church membership and other decisions.

In business meetings, the Clerk shall record all actions voted on by the Church and follow through on all necessary correspondence related to those actions.

The Clerk shall be responsible for keeping a register of names of members with dates of admission, dismissal, death, or erasure making up both an active and an inactive membership roll. The Clerk shall keep a record of baptisms and application of new members. The Clerk shall issue letters of dismissal. The Clerk shall keep all communications in report form. The Clerk shall give required notice for all meetings where notice is necessary.

The Clerk shall prepare the annual letter of the Church for the local Baptist Association.

The Clerk shall preserve the records for present and future use and shall be the official correspondent with other Baptist churches.

The Clerk shall make periodic reports to the Deacons and/or the Church giving detailed information pertaining to the church membership roll.

The Clerk shall assist the Moderator in the preparation of the agenda for Church business meetings.

All Church records are Church property, and shall be kept in the Church office where an office is maintained.

SECTION 4. TREASURER

The Church shall elect annually a Church Treasurer as its financial officer who shall serve until a successor has been elected. It shall be the duty of the Treasurer to ensure that all funds and items of value are properly received, preserved, and disbursed according to the authorized financial policies of the Church.

The Treasurer shall render to the Church periodic financial reports as deemed appropriate by the Finance Committee.

The Treasurer shall ensure that the Church's financial records be audited annually by an independent public accountant. A copy of this report shall be held on record in the Church library.

SECTION 5. TRUSTEES

The Church shall elect a Board of Trustees consisting of twelve (12) members, each of whom shall be a member in good standing who is elected for a term of three (3) years. These terms shall be staggered so that four (4) new trustees begin their terms as the terms of those who have served three (3) years are ending. Having served a full three (3) year term, a member shall not be eligible for re-election thereto until the passage of one (1) year.

Any member having served less than two (2) years of an un-expired term shall be eligible for re-election to a full three-year term. Any member having served for two (2) years or more of an un-expired term shall not be eligible for re-election until the passage of one (1) year.

At the beginning of each Church year, the Board of Trustees shall elect from their members a Chairman, a Vice-Chairman, and a Secretary. In the event of a vacancy in either of these offices, it shall be filled promptly by the Board from its membership. Said Executive Trustees shall hold in trust all property of the Church and shall execute all deeds, debentures, mortgages, liens, transfers, leases, and other legal document for and on behalf of the Church, but shall have no authority or privilege to buy, sell, mortgage, lease, transfer, or encumber any real estate or property of the Church without a specific vote of the Church authorizing such action.

All Executive Trustees are authorized to sign necessary legal documents for the Church.

The Board of Trustees shall hold meetings as needed with the Chairman, or in his absence the Vice-Chairman or other designated member presiding. Minutes of such meetings shall be kept by the Secretary or other designated member. The Board of Trustees may organize itself through the appointment of sub-committees as necessary and through the delegation of responsibilities to appropriate staff in order to expedite and accomplish its purposes and responsibilities.

Duties and responsibilities of the Board of Trustees:

1. Provide advice and consent to the Church staff and congregation in the securing of “not normally budgeted” items for the facility or for property improvement.
2. Determine and plan for execution of “highest and best use” of all current and future Church property and facilities.
3. Coordinate with and support designated staff members to ensure excellence in stewardship of all Church property.
4. Review and recommend all requests for the purchase of major new equipment to the Finance Committee.
5. Ensure the provision of adequate property, casualty, and liability insurance coverage.

ARTICLE IV

CHURCH PROGRAM ORGANIZATIONS

The Church shall maintain programs of Bible teaching, mission member training, Church leader training, new member orientation, mission education, action, mission support, and music education, training, and performance. All organizations related to the Church program shall be under Church control, all officers of these programs being subject to the approval of the Senior Pastor or his staff designee, and all program activities subject to Church coordination and approval. The Church shall provide the human resources, the physical resources, and the financial resources for the appropriate advancement of these programs.

The Senior Pastor and staff shall serve in the recruitment and selection of all leadership positions of church program organizations.

ARTICLE V

CHURCH STAFF

SECTION 1. MINISTERIAL STAFF

The ministerial staff shall be called and employed as the Church determines the need for such offices. A job description shall be written when the need for a staff member is determined. The Senior Pastor is responsible to the church for the ministerial staff's performance and efficiency.

Each employed staff member shall serve until the relationship is terminated by the staff member's relinquishment or the Church's declaration as hereinbelow provided. A staff member may relinquish the position by giving at least two weeks' notice at the time of resignation. Under extreme circumstance, the Senior Pastor, with the advice and consent of the Personnel Committee, may declare the position to be vacant and the staff member's employment terminated. The Executive Committee of the Deacons shall be notified of this action as soon as is practical. Except in instances of gross misconduct by the staff member, upon declaring the office to be vacant, the Church will compensate the staff member with no less than one-twelfth of his total annual compensation as determined by the Personnel Committee. The termination shall be immediate and the compensation shall be rendered in not more than thirty days.

SECTION 2. NON-MINISTERIAL STAFF

Non-ministerial staff members shall be employed as the Church determines the need for such offices. A job description shall be written when the need for the employee is determined. A supervisory staff member is responsible for the employee's performance and efficiency.

The Personnel Committee shall have the authority to terminate the service of non-ministerial staff members upon the recommendation of the supervisory staff member. The Personnel Committee may delegate authority to appropriate staff in order to expedite and accomplish its purpose and responsibilities.

ARTICLE VI

CHURCH COMMITTEES

Committees shall serve at the discretion of the Church as needed by the church in the fulfillment of its ministry responsibility. The church reserves the right at any time and in such manner as it may determine to appoint any committee, which the Church may deem necessary.

All Committee members shall be active members in good standing. Unless otherwise noted, the recommendations for membership on each church committee shall be made by the Advisory Council and approved by the church at the annual business meeting.

The terms for all Committees, unless otherwise noted, shall coincide with the Church fiscal year.

All committees, unless otherwise noted, shall be rotated annually. One third shall be elected annually to three (3) year committees and one half shall be elected annually to two (2) year committees.

Each Committee shall choose its own Chairperson.

The Senior Pastor or his staff designee and the Chairman of Deacons or Vice Chairman of Deacons shall be ex-officio members of each committee except as noted hereinbelow in Section 1 – Advisory Council. Committees shall be either standing or non-standing committees.

SECTION 1. STANDING COMMITTEES

(1) ADVISORY COUNCIL

The Advisory Council shall be comprised of the Senior Pastor or his staff designee, the current Deacon Chairman, the prior Deacon Chairman, the Finance Committee Chairman, the Personnel Committee Chairman, and the Chairman of the Trustees. Their term of office shall run concurrently with the times they serve the Church in their designated office.

The Advisory Council shall be available to provide counsel to the Senior Pastor.

The Advisory Council shall receive and screen recommendations from the Church for candidates for Committee membership, the Church Clerk, the Treasurer, and Trustees.

Upon a Senior Pastoral vacancy, the Advisory Council shall meet with the Executive Ministerial staff, as defined in the Personnel Policy Manual, and shall formulate an interim plan for ministry. The Interim Pastor shall serve as an ex-officio member of the team.

(2) FINANCE COMMITTEE

The Finance Committee shall be comprised of nine (9) members, eight (8) serving a three (3) year staggered term. Any member having served less than two (2) years of an un-expired term shall be eligible for re-election to a full three (3) year term. Any member having served for two (2) years or more of an un-expired term or for a full three (3) year term shall be eligible for re-election after one (1) year. The Treasurer shall also serve as the ninth (9) member of this committee.

The Finance Committee shall:

- Work with the Business Administrator, who supervises the church's financial activities and programs;
- Cooperate in the annual promotion of the Stewardship program for the Church;
- Analyze expenditures not clearly set forth in the Church budget and, if necessary, bring recommendations concerning such to the Church;
- Review periodic financial reports;
- Review the annual audit report from the independent public accountant, and
- Assist in the establishment and maintenance of a church financial policies and procedures manual.

(3) PERSONNEL COMMITTEE

The Personnel Committee shall be comprised of seven (7) members, serving a two (2) year staggered term. Any members having served less than one (1) year of an un-expired term shall be eligible for re-election to a full two (2) year term. Any member having served more than one (1) year of an un-expired term or for a full two (2) year term shall be eligible for re-election after one (1) year. At least two (2) members shall be female and at least three (3) shall be male.

The Personnel Committee may assist the Senior Pastor and staff in all matters pertaining to employees, and shall present a salary and benefit budget recommendation for all employees to the Budget Planning Committee. The Chairman of the Personnel Committee shall review the salary structure annually.

The Personnel Committee may assist the Senior Pastor and staff in the filling of non-ministerial staff position vacancies. Ministerial staff vacancies shall be recommended by the Personnel Committee and approved by the Church.

The Personnel Committee shall:

- Prayerfully study all personnel matters before official action is taken;
- Assist in the establishment and maintenance of a personnel policy and procedure manual, and
- Recommend to the Church additional ministerial staff positions.

The Personnel Committee and Senior Pastor shall terminate any ministerial staff member, when it is in the interest of the Church, once the Senior Pastor and Personnel Committee have sought to restore a compatible and spiritually productive relationship.

(4) BUDGET PLANNING COMMITTEE

The Budget Planning Committee shall be comprised of the Finance Committee Chairman, the Personnel Committee Chairman, the Chairman of the Trustees, the current Chairman of Deacons, the Chairman-elect of the Deacons, and the Treasurer. Their term of office shall run concurrently with the times they serve the Church in their designated office.

The Budget Planning Committee shall prepare and submit to the Church for approval an inclusive budget for the upcoming year and shall recommend for approval at the annual business meeting.

(5) TELLER COMMITTEE

The Teller Committee shall:

- Be comprised of not less than five (5) members;
- Be appointed by the Business Administrator;
- Meet as often as is necessary to process all funds donated to the Church;
- Keep an accurate accounting of all designations as well as total receipts;
- Deposit all funds immediately in the designated depository;
- Maintain strict safety and security standards in handling of all funds;
- Employ integrity in maintaining contribution and contribution confidentiality, and
- Forward all envelopes and other records to the Business Office for recording and safekeeping.

SECTION 2. NON-STANDING COMMITTEE

(1) PASTOR SEARCH COMMITTEE

The Pastor Search Committee shall be comprised of seven (7) to nine (9) active members in good standing, recommended by the Advisory Council, and elected by the Church.

A Pastor Search Committee shall seek out a suitable Senior Pastor, and its recommendation will constitute a nomination. The Committee shall bring to the consideration of the Church only one name at a time. Election shall be by an affirmative vote of three-fourths of those present being necessary for approval. The Senior Pastor, thus elected, shall serve until the relationship is terminated by his relinquishment or the Church's declaration as hereinbelow provided.

The Pastoral Search Committee shall be responsible for providing pulpit supply during the Pastoral transition.

ARTICLE VII

CHURCH ORDINANCES

SECTION 1. BAPTISM

The Church may receive for Baptism all persons who have received Jesus Christ as their Savior by personal faith, who profess Him publicly at any worship service, and who indicate a commitment to follow Christ as Lord. Baptism shall be by immersion in water. The Senior Pastor, or whomever the Church shall authorize, shall administer Baptism. Baptism shall be administered as an act of worship during any worship service of the Church. A person who professes Christ and is not baptized after a reasonable length of time shall be counseled by the Senior Pastor or his designee. If negative interest is ascertained on the part of the candidate, that person shall be deleted from the list of those awaiting Baptism.

SECTION 2. LORD'S SUPPER

The Lord's Supper is a symbolic act of obedience whereby members, through the bread and the cup, commemorate the death of Jesus Christ and His imminent return.

This Church shall observe the Lord's Supper as scheduled by the Church. The Senior Pastor, ministerial staff, and Deacons shall administer the Lord's Supper. The Deacon Body is responsible for the preparation of the elements.

ARTICLE VIII

CHURCH FINANCES

SECTION 1. BUDGET

The Budget Planning Committee shall prepare and submit to the Church for approval an inclusive budget, indicating by items the amount needed and sought for all expenses. Offering envelopes will be provided for members' use.

It is understood that membership in this Church involves a financial obligation to support the Church and its causes with regular, proportionate gifts. Annually there shall be opportunity provided to secure worthy commitments of financial support from the Church members.

SECTION 2. ACCOUNTING PROCEDURES

All funds received for any and all purposes shall pass through the hands of the Church Treasurer or Business Administrator, and be properly recorded on the books of the Church.

A system of accounting that will adequately provide for the handling of all funds shall be the responsibility of the Business Administrator.

The Finance Committee shall be authorized to select and designate such depository or depositories for the funds and securities of the Church as they shall deem proper. Except as noted in Article III, Section 5, all checks, notes, and contracts of the Church, and all orders for deposit or withdrawal of securities from the designated depository or depositories shall be signed by the Church Treasurer or other Church-authorized persons.

SECTION 3. FISCAL YEAR

The Church fiscal year shall begin on January 1ST and end on December 31ST.

ARTICLE IX

AMENDMENTS

Changes to these Bylaws may be made at any business meeting of the Church provided each amendment shall have been presented in writing at a previous business meeting no less than 30 days prior and copies of the proposed amendment shall have been furnished to each member present at the earlier meeting or upon request. Amendments to the Bylaws shall be adopted by a two-thirds affirmative vote of the eligible Church members present.

Changes to these Bylaws will take effect 90 days following an affirmative vote by the Church.

ARTICLE X

OPERATION AND DISSOLUTION

This Church is organized and operated primarily for the purpose of engaging in religious worship or promoting the spiritual development or well being of individuals. It is to be operated in a way that does not result in the accrual of distributable profits, realization of private gain resulting from payment of compensation in excess of a reasonable allowance for salary or other compensation for services rendered, or realization of any other form of private gain.

The Church pledges its assets for use in performing the organization's religious functions. It directs that on discontinuance of the Church by dissolution or otherwise, the assets are to be transferred to a charitable, educational, religious, or other similar organization that is qualified as a charitable organization under Section 501(c)(3), Internal Revenue Code of 1986, as amended and as determined by the Church.

The undersigned, being the duly elected and qualified Secretary of the Corporation, hereby certifies that the foregoing Bylaws of the Corporation were duly adopted by the Corporation on _____, 20 _____.

Signature

_____, Secretary

Journalistic license is requested to correct any grammatical error in this document.