

*Grants Creek Missionary  
Baptist Church, Inc.*



**Articles of Incorporation  
&  
Bylaws**

Adopted: July 23, 2006

**This page left blank intentionally.**

1 **BYLAWS OF GRANTS CREEK MISSIONARY BAPTIST CHURCH, INC.**

2  
3 **ARTICLE I. NAME**

4  
5 This Body shall be known as the Grants Creek Missionary Baptist Church,  
6 Inc. of 1401 Old 30 Road, Maysville, Onslow County, North Carolina, 28555.

7  
8 **ARTICLE II. PURPOSE**

9  
10 The purpose of this Body shall be to provide regular opportunities for  
11 public worship; to sustain the ordinances, doctrines and ethics set forth in the  
12 New Testament for the Church of our Lord Jesus Christ; to nurture its members  
13 through a program of Christian education; to channel its offerings to the support  
14 of the objects of the Redeemer's Kingdom; and to preach and propagate among  
15 all people the Gospel of the Revelation of God through Jesus Christ as Savior  
16 and Lord.

17  
18 **ARTICLE III. STATEMENT OF FAITH**

19  
20 The Holy Bible is the inspired Word of God and is the basis for any  
21 statement of faith. This Church subscribes to the doctrinal statement of the latest  
22 version of the *Baptist Faith and Message* as adopted by the Southern Baptist  
23 Convention.

24  
25 **ARTICLE IV. CHURCH COVENANT**

26  
27 Having been led, as we believe by the Spirit of God, to receive the Lord  
28 Jesus Christ as our Savior, and on the profession of our faith, having been  
29 baptized in the name of the Father, and of the Son, and of the Holy Spirit, we do  
30 now, in the presence of God and angels, most solemnly and joyfully enter into  
31 covenant with one another as one body in Christ.

32 We engage, therefore, by the aid of the Holy Spirit to walk together in  
33 Christian love; to strive for the advancement of this Church in knowledge,  
34 holiness, and comfort; to promote its prosperity and spirituality; to sustain its  
35 worship, ordinances, disciplines and doctrines; to give it sacred prominence over  
36 all institutions of human origin; to contribute cheerfully and regularly to the  
37 support of the ministry, the expenses of the Church, the relief of the poor and the  
38 spread of the Gospel through all nations.

39 We also engage to maintain family and private devotions; to bring up our  
40 children in the nurture and admonition of the Lord; to seek the salvation of our  
41 kindred and acquaintances; to walk circumspectly in the world; to be just in our  
42 dealings, faithful in our engagements and exemplary in our deportment; to avoid  
43 all tattling, backbiting and excessive anger; to abstain from the sale of, and use  
44 of destructive drugs and intoxicating drinks as a beverage; to be zealous in our  
45 efforts to advance the Kingdom of our Savior.

46 We further engage to watch over one another in brotherly love; to  
47 remember one another in prayer; to aid one another in sickness and distress; to  
48 cultivate Christian sympathy in feeling and Christian courtesy in speech; to be  
49 slow to take offence, but always ready for reconciliation and mindful of the rules  
50 of our Savior to secure it without delay.

51 We moreover engage that when we remove from this place we will, as  
52 soon as possible, unite with some other Church where we can carry out the spirit  
53 of this Covenant and the principles of God's Word.

54  
55 **ARTICLE V. GOVERNANCE**

56 **Section 1: Congregational Government:** The government of this Church shall  
57 be congregational in nature. The final authority for the operation and  
58 management of the affairs of this corporation, spiritual and temporal, shall be  
59 vested in the membership of the Church, whose authority shall be exercised in  
60 the manner set forth in the Bylaws. Members alone shall have the authority to  
61 adopt and amend Bylaws, approve budgets, receive members and govern and  
62 conduct the affairs of this Church.

63 **Section 2: Autonomy and Affiliations:** This Church is autonomous, yet as a  
64 Southern Baptist Church, it recognizes the privileges of Christian fellowship,  
65 social intercourse and cooperation with other Churches, but it shall at all times be  
66 independent and the final authority for management and operations of all spiritual  
67 and temporal matters shall be vested in the membership of the Church and be  
68 exercised in the manner set forth in these Bylaws. The Church shall seek to  
69 cooperate with the New River Baptist Association, the Baptist State Convention  
70 of North Carolina, the Southern Baptist Convention and any other agency the  
71 membership desires and shall seek to participate in those organizations by  
72 supporting their cause and through duly elected messengers.

73  
74 **Section 3: Withdrawals:** This Church may withdraw from affiliation with the  
75 New River Baptist Association, Baptist State Convention of North Carolina,  
76 and/or the Southern Baptist Convention by a three-fourths majority vote of those  
77 members voting. A vote to withdraw must have a thirty day notice to the  
78 membership stating the reason or reasons for withdrawal. If the result of the vote  
79 is less than three-fourths majority, then the property shall remain vested in that  
80 part of the membership that desires to remain affiliated with the Association  
81 and/or Conventions.

82  
83 **Section 4: Property:** It is agreed that the securing and maintaining of real  
84 property, buildings and equipment by this Church shall be for the sole purpose of  
85 providing facilities for public worship and for engagement upon the missionary,  
86 education and benevolent interests of this Church, of the character and in the  
87 spirit of the Bylaws adopted by this Church.

88  
89 **Section 5: Property Holdings:** If at any time this Church, or any part of its  
90 leadership shall determine to alter the quality of its beliefs and practices so as to  
91 be at variance with the character described in these Bylaws, such decision must  
92 be made in a special business meeting called for the purpose and duly  
93 advertised and publicized for thirty days before the meeting convenes. This  
94 decision must be made by a three-fourths majority vote of those members voting.  
95 If the result of the vote is less than three-fourths majority, the property of this  
96 Church shall remain in that part of the congregation that shall agree to use the  
97 property for which it was purchased and has been to that time maintained.

99  
100  
101  
102  
103  
104  
105  
106  
107  
108  
109  
110  
111  
112  
113  
114  
115  
116  
117  
118  
119  
120  
121  
122  
123  
124  
125  
126  
127  
128  
129  
130  
131  
132  
133  
134  
135  
136  
137  
138  
139  
140  
141  
142  
143  
144  
145  
146

## ARTICLE VI. MEMBERSHIP

**Section 1: Members:** The membership of this Church shall be composed of persons who have accepted Jesus Christ as their personal Savior, who have been baptized by immersion and who have subscribed to the latest version of the Baptist Faith and Message and the Bylaws of this Church. Such persons may be received into the membership by a majority vote of those Church members voting. On the recommendation of the Pastor, the Deacons by unanimous consent may suspend the requirement for immersion baptism as a condition of membership in cases of physical impossibility or severe hardship.

**Section 2: Reception of Members:** Persons may present themselves as a candidate for membership at any regular Church service. At the discretion of the Pastor, the Church may, as set forth in these Bylaws, call itself into special session and vote on the membership of the candidate, or the Pastor may acknowledge the desire and postpone the vote until some subsequent meeting. A person may be received for membership by any of the following ways:

- A. By Profession of Faith and Baptism:** An applicant may be received by profession of faith and as a candidate for baptism. After baptism, the new member shall be extended the right hand of fellowship.
- B. By Transfer of Letter:** A member from another Southern Baptist Church of like faith and order, who has received the ordinance of baptism by immersion, may be received by promise of letter of transfer. The new member shall be extended the right hand of fellowship. If such letter cannot be secured within ninety (90) days, the Clerk shall automatically record such member as "received by statement of faith".
- C. By Statement of Faith:** Any person, who professes Christ as Lord and Savior and has been baptized by immersion, may be received by statement of faith. The new member shall be extended the right hand of fellowship.

**Section 3: Procedures:**

- A. Spiritual Watchcare:** All new members shall receive the right hand of fellowship and be under the watchcare of the Church for a period of sixty (60) days during which those members may not vote during any business meeting nor hold any elected position.
- B. Membership Orientation:** It is strongly recommended that all new members, whether by profession of faith and baptism, transfer of letter, or statement of faith, attend a membership orientation program.

147 **Section 4: Rights of Members:**

- 148
- 149 **A. Voting:** Except as otherwise set forth herein, every member is entitled
- 150 to vote at all elections and on all motions submitted to the membership.
- 151
- 152 **B. Holding Office:** Except as otherwise set forth herein, every member is
- 153 eligible for consideration by the membership as a candidate for elective
- 154 offices in the Church.
- 155
- 156 **C. Records:** Members shall have access to the principal records of the
- 157 Church including minutes of its governing body and principal financial
- 158 reports. However, consistent with Southern Baptist doctrine and practice,
- 159 these rights shall not include the right to review or inspect individual
- 160 donor records or personnel files.

161

162 **Section 5: Active Members:** Members are expected to be faithful in all duties

163 essential to the Christian life, to attend the services of the Church regularly, to

164 give regularly and systematically to its support and kingdom causes and to share

165 in its organized work. All shut-in members are considered active members.

166

167 **Section 6: Inactive Members:** The Deacons shall review the membership rolls

168 of the Church no less than every three years. For those persons who, without

169 good cause, have not participated in the life of the Church in the past six months,

170 the Deacons shall seek to make personal contact and determine the reasons for

171 their inactivity and encourage them in their relationship with the Church. In the

172 event such persons cannot be contacted, or the persons indicate a desire to be

173 placed on an inactive roll, or the Deacons believe an inactive status would be

174 appropriate, the Deacons may recommend to the Church that those persons be

175 placed on an inactive roll. The Church by majority vote may then place such

176 persons on the inactive roll. Persons on the inactive roll will be categorized as

177 resident inactive or non-resident inactive. Persons on the inactive roll shall not be

178 entitled to vote on any matter before the Church nor hold any elected office.

179 Persons will be removed from the inactive roll and returned to the regular Church

180 roll if the person returns and actively supports the Church for a period of six

181 weeks.

182

183 **Section 7: Termination of Membership:** A person has no voice in the

184 government of this Church once their membership is terminated. When a name

185 is dropped from our roll by termination of membership, that name is lined out.

186 The Church Clerk will give dates and reason on the Church roll and report it at a

187 regular business meeting. Membership of this Church can be terminated in the

188 following ways:

- 189
- 190 **A. Transfer of Letter:** Letters of transfer may be granted for members
- 191 wishing to unite with any Southern Baptist Church. Because of the
- 192 timing of quarterly meetings, the Church Clerk has the authority to grant
- 193 the letter of transfer without coming before this Church in conference.
- 194
- 195 **B. Exclusion of Membership:** In the event of persistent breach of a
- 196 member's covenant vows, the membership, after due notice and

197 opportunity of hearing, and every possible kindly effort to make such  
198 action unnecessary, may upon majority vote terminate the membership  
199 status of a person in this Church for reasons it considers sufficient to  
200 warrant such action.

201

202 **C. Removal from Roll:** Any member may request their name be removed  
203 from the Church roll by making a written request to the Church.

204

205

## ARTICLE VII. MEETINGS

206

### ***Section 1: Types of Meetings:***

207

208

209 **A. Services:** This Church is to hold regular meetings for worship, teaching,  
210 and fellowship on Sundays and on Wednesday evenings at such times  
211 recommended by the Pastor and Deacons and approved by the Church.  
212 The Lord's Supper shall be observed at least quarterly as determined by  
213 the Pastor or Deacons. Additional observances of The Lord's Supper  
214 may be at the discretion of the Pastor in cooperation with the Deacons.

215

216 **B. Annual Meeting:** The Church shall hold one annual meeting, called by  
217 the Board of Directors, for the purpose of presenting the status of the  
218 corporation. No new business may be transacted at this meeting other  
219 than for the purpose of validating the state of the corporation. The  
220 annual meeting shall be held on the first (1<sup>st</sup>) Sunday in December. The  
221 annual meeting shall be moderated by the Chairperson of the Deacons.

222

223 **C. Regular Business Meetings:** The Church shall hold quarterly business  
224 meetings in the months of February, May, August and November. The  
225 meetings are to be moderated by the Pastor or in his absence, the  
226 Chairperson or Vice-Chairperson of the Deacons. At the regular  
227 business meetings, there shall be a prepared written agenda. The  
228 agenda shall include a hymn, scripture reading, and prayer to begin the  
229 meeting. The minutes of the last meeting or meetings, monthly  
230 Treasurer's report, Clerk's report and departmental reports shall be  
231 presented. A period of time will be allowed for presentation, discussion  
232 and action on any old business. Any new business that needs to come  
233 before the congregation shall be advised to the Moderator or  
234 Chairperson of the Deacons to be considered for the agenda no less  
235 than ten days before the date of the regular meeting. The Moderator in  
236 consultation with the Chairperson of the Deacons will refer items of  
237 business to appropriate committees or Deacons. Any new business not  
238 on the agenda may not be discussed or acted upon without consent of  
239 three-fourths majority of the members voting.

240

241 **D. Special Business Meetings:** Special business meetings may be called  
242 to handle business that may be of an urgent nature or that may not be  
243 effectively handled at a regular business meeting. The meetings are to  
244 be moderated by the Pastor or in his absence, the Chairperson or Vice-  
245 Chairperson of the Deacons. No business shall be transacted at a  
246 special business meeting except that for which the meeting was called.

247 A seven day notice must be given to the congregation stating the time  
248 and purpose for any special business meeting. Special business  
249 meetings may be called in one of the following ways:  
250 1. The Pastor or the Deacons in consultation with each other may call  
251 for a special business meeting as deemed necessary.  
252 2. A member, at any time, has the right to petition the Chairperson of  
253 the Deacons to call a special meeting stating the reasons why such a  
254 meeting should be called. When the petition is made, the Deacons  
255 will evaluate the request and, upon approval, will call a special  
256 meeting.  
257 3. A committee may call for a special business meeting by notifying the  
258 Pastor or the Deacons.  
259 4. The Pastor may call an immediate special business meeting during  
260 any service for the express purpose of the reception of new members  
261 into the Church.

262  
263 **E. Other Meetings:** Other meetings of the Church or of authorized groups  
264 within the Church shall be set according to the needs of the  
265 congregation.  
266

267 **Section 2: Order of Business:** The latest revision of Robert's Rules of Law  
268 and Order shall be the standard to govern and maintain order at all meetings of  
269 business conducted by this Church. The Church shall elect annually a  
270 Parliamentarian who is knowledgeable in parliamentary procedure to facilitate all  
271 questions of order.  
272

273 **Section 3: Minutes:** The Clerk shall keep minutes of each business meeting  
274 and preserve them when approved as a part of a permanent Church record. A  
275 copy of the minutes shall be kept in the Church office.  
276

277 **Section 4: Voting:** All business transacted during any and all meetings shall be  
278 voted on. The Church shall not use proxy or absentee voting as methods  
279 afforded to members for voting. Unless otherwise specified in these Bylaws, the  
280 methods of voting and counting votes to be used by the Church are described  
281 below.

- 282 **A. Voice Vote:** A vote of members saying "aye" or "nay". The Moderator  
283 shall determine the majority vote.
- 284 **B. Rising Vote:** A vote of members by a show of hands. The Church Clerk  
285 shall assist the Moderator in counting the votes.
- 286 **C. Secret Ballot:** A written vote by members. The votes shall be counted  
287 by no less than three members appointed by the Moderator. These  
288 members shall not be in consideration or immediate family members of  
289 those under consideration.

290  
291 **ARTICLE VIII. CHURCH OFFICERS**  
292

293 **Section 1:** The ordained officers of the Church shall consist of the Pastor and  
294 the Deacons. There shall be other vocational leadership as needed such as:  
295 Clerk, Treasurer, and any others that may be needed to give efficiency in  
296 operation. All officers shall be elected by the Church and must be a member in



297 good standing. All officers will serve their term continuously beginning  
298 September 1 and ending August 31.

299

## 300 **Section 2: Pastor**

301

302 **A. Calling of a Pastor:** When a vacancy occurs, the Church shall elect a  
303 Pastor Search Committee in accordance with the guidelines set forth in  
304 Article XII (Special Committees), Section 1 (Pastor Search Committee).  
305 The Pastor Search Committee has sole authority to seek out and  
306 nominate, as Pastor, a minister of the Gospel whose Christian character  
307 qualifies him for the office as Pastor of this Church. The Pastor Search  
308 Committee will have sole control over all contact, communication and  
309 activities with a prospective candidate until that candidate is called by  
310 the Church. A vote shall take place immediately following a prospective  
311 candidate's trial sermon. This shall take place during a Sunday morning  
312 worship service at a called conference specifically set for that purpose of  
313 which at least seven days notice has been given to the membership. No  
314 other candidates may be nominated or considered from the floor of the  
315 Church. The vote to call a Pastor shall be made by secret ballot with an  
316 affirmative vote of three-fourths of those members voting being  
317 necessary to constitute a call. Should the man recommended by the  
318 Pastor Search Committee fail to receive the necessary three-fourths  
319 majority, the Church shall instruct the Committee to seek another man  
320 for consideration and the meeting shall be dismissed without debate.

321

322 **B. Duties of the Pastor:** The Pastor is the leader of Pastoral ministries in  
323 the Church and is responsible for leading the Church to function as a  
324 cooperating Southern Baptist Church, according to the principles of the  
325 New Testament.

- 326 1. He shall have charge of the welfare and general oversight of the  
327 Church.
- 328 2. He will lead the congregation, the organizations and the Church staff  
329 to perform their spiritual tasks.
- 330 3. He will lead the Church in worship, visitations and witness,  
331 proclaiming the gospel to believers and unbelievers. He shall  
332 minister to members of the Church and community.
- 333 4. He shall conduct religious services on stated and special occasions  
334 and administer the ordinances.
- 335 5. He shall have special charge of the pulpit ministry of the Church,  
336 arrange for pulpit supply when he is absent and arrange for workers  
337 to assist in revival meetings and other special meetings.
- 338 6. He shall moderate all regular and special business meetings except  
339 on matters involving the salary or tenure of the Pastor in which the  
340 Chairperson or Vice-Chairperson of the Deacons shall preside.
- 341 7. He shall be a voting member, but not a chairperson, of all  
342 organizations, departments, and committees.
- 343 8. He shall call special meetings of the Deacons or any committee by  
344 notifying the chairperson thereof.

345

346 **C. Salary of the Pastor:** The initial salary and benefits of a new Pastor will  
347 be determined by the Pastor Search Committee and Finance Committee  
348 within the salary guidelines recommended by the Baptist State  
349 Convention of North Carolina. Subsequent salary and benefit packages  
350 for the Pastor will be determined by the Finance Committee in the  
351 annual budget.

352  
353 **D. Absence of the Pastor:** The Church shall provide a supply Pastor for  
354 up to two revivals per year. These revivals will not be held in  
355 consecutive weeks. Additional revivals by the Pastor in other Churches  
356 shall require approval of the Deacons and the Pastor shall be  
357 responsible for providing for the supply Pastor during the additional  
358 absences. If the Pastor is away from the pulpit on Church business, the  
359 Church shall pay for the supply Pastor in the Pastor's absence.

360  
361 **E. Resignation of the Pastor:** In case the Pastor wishes to resign, he is  
362 to give the Church thirty days notice, in writing, to be presented at a  
363 Sunday service. The Pastor's compensation and service to the Church  
364 are to continue for the said thirty days or as otherwise mutually agreed.  
365 In case the Church requests the Pastor's resignation by majority Church  
366 vote, he is to be given notice that his compensation and benefits cease  
367 in thirty days. The Church has the final say as to whether he is allowed  
368 in the pulpit during his thirty day notice.

### 369 370 **Section 3: Deacons**

371  
372 **A. Call of the Deacons:** There shall be at least three (3) Deacons for the  
373 first one hundred (100) members of the Church and as many beyond  
374 that number for additional members as deemed necessary to carry on  
375 the business of the Church. They shall be elected from among the  
376 members who have proven themselves to be Deacon material and have  
377 scriptural qualifications for Deacons as given in 1 Timothy 3:8-13 and  
378 Acts 6:1-6. Deacons shall at all times consider themselves servants of  
379 the Church and seek to carry out the will of the Church in the spirit of a  
380 servant of Jesus Christ and the Church. Deacons are to be in sympathy  
381 and complete support of all Church programs. No member shall be  
382 eligible as a Deacon of this Church until they have been a member of  
383 this Church for a period of one year. New converts shall not be eligible  
384 to serve as a Deacon for a period of two years.

385  
386 **B. Organization of the Deacons:** The Deacons shall elect a Chairperson,  
387 Vice-Chairperson, and such other officers as needed. The Deacons are  
388 to have regularly scheduled meetings. Special Deacons' meetings may  
389 be called by the Chairperson of the Deacons or the Pastor as deemed  
390 necessary. The meetings are to be moderated by the Chairperson or  
391 vice-Chairperson of the Deacons. In the absence of both, the remaining  
392 Deacons shall elect a moderator they deem wise and acceptable. The  
393 Chairperson of the Deacons for the preceding year shall preside over the  
394 first meeting of the new Diaconate for the purpose of electing a new  
395 chairperson. Deacons shall keep the will of the Church and consider the

396 Church as the authority to accept or reject any proposals the Pastor and  
397 Deacons may make. All authority is centered in the Church.  
398

- 399 **C. Duties of the Deacons:** Deacons shall at all times consider themselves  
400 as servants of the Church. With the Pastor, and as the Holy Spirit may  
401 direct, they shall serve the Church in its Pastoral ministries as follows:  
402 1. Proclaim the Gospel to believers and unbelievers.  
403 2. Care for Church members and other persons in the community.  
404 3. Assist the Pastor in the visitation of delinquent members, the sick and  
405 first time visitors.  
406 4. Lead the Church to engage in a fellowship of worship, witness,  
407 education and ministry.  
408 5. Lead the Church in performing its tasks with the Pastor as the Holy  
409 Spirit may direct.  
410 6. Assist the Pastor in the observance of the ordinances.  
411 7. Possess and display moral and spiritual leadership by supporting  
412 every phase of the Church program.  
413 8. Provide conflict resolution services for Church and Church staff.  
414 9. Determine and maintain a list of resident and non-resident members  
415 including addresses and phone numbers.  
416 10. Determine and maintain a list of active and inactive members  
417 including addresses and phone numbers.  
418 11. Communicate changes in status of members (i.e. active/inactive,  
419 resident/non-resident) to the Church Clerk.  
420 12. Secure a supply Pastor in the event that the Pastor becomes  
421 incapacitated.  
422 13. Perform the corporate duties of the Board of Directors.  
423 14. Organize opening and closing of church facilities for services and  
424 special events.  
425

426 **D. Nomination of the Deacons:** On the first Sunday in July after the  
427 morning worship service, blank slips of paper will be passed out with  
428 spaces for members to write in names of candidates for Deacons. The  
429 number of candidate nominations allowed will be equal to the number of  
430 Deacon positions needed. Ballots with more nominations than equal to  
431 the number of positions needed will be invalid, but those with less than  
432 the number needed will be considered valid. The ballots shall be  
433 counted by the active Deacons present at the time of the nominations.  
434 The Secretary of the Deacons will record the results. Individuals  
435 receiving the highest number of nominations shall be interviewed by the  
436 Pastor and active Deacons to determine if they are eligible and willing to  
437 serve faithfully.  
438

439 **E. Election of Deacons:** A final ballot will be prepared listing those  
440 candidates found qualified and receiving the highest number of  
441 nominations. The number of candidates on the ballot shall be  
442 determined by placing two more names than needed (i.e. If two (2)  
443 positions are needed then four (4) names will appear on the ballot). If for  
444 any reason there are not sufficient names to fill the ballot properly, then  
445 the ballot will contain only those found qualified. The last Sunday in July

446 immediately following the morning worship service, voting will be done  
447 by secret ballot. Members are allowed to vote for the number of  
448 positions available. No write-in votes will be allowed. The candidates  
449 with the highest votes, sufficient to fill the positions needed, will be  
450 declared elected. Ballots with more votes than equal to the number of  
451 positions needed will be invalid, but those with less than the number  
452 needed will be considered valid. The ballots shall be counted by the  
453 active Deacons present at the time of the vote. The Secretary of the  
454 Deacons will record the results. The elected candidates will be  
455 announced at the following worship service.  
456

457 **F. Rotation of the Deacons:** The Diaconate shall consist of the number of  
458 persons deemed necessary by the Deacons and approved by the  
459 Church. They shall serve a three (3) year term as a Deacon with a one  
460 (1) year interval between the conclusion of one term and the beginning  
461 of another. In the event a Deacon dies, resigns, or is otherwise removed  
462 from the active Deacons, they shall be replaced in the following manner:  
463 from the vote of the previous election, the person receiving the next  
464 highest number of votes to the last person elected will be considered  
465 elected to fill the unexpired term. If this person serves one year or less,  
466 then they are eligible for immediate re-election.  
467

#### 468 **Section 4: Board of Directors:**

469  
470 **A. Composition and Capacity:** The currently serving members of the  
471 Deacons shall, meeting and acting together, constitute the Board of  
472 Directors of this Church. The Board of Directors shall change by and in  
473 the same procedure as for the terms of members of the Deacons so that  
474 the Board of Directors shall perpetually be the same as the Deacons. In  
475 their capacity as directors, they shall have the duties and responsibilities  
476 attendant to directors, subject however to the limitations set forth in the  
477 Charter and Bylaws. Consistent with our spiritual principles, Baptist polity  
478 and long-term practice, the congregation as a whole retains the authority  
479 to govern the affairs, spiritual and temporal, of the Church.  
480

481 **B. Corporate Officers:** The Chairperson of the Deacons shall, whenever  
482 required by law or practice, serve as the President of the corporation,  
483 having however only such express powers as are granted by the  
484 congregation, and having no power to bind the corporation in any matter  
485 or act for it without such authorization. In a similar manner and subject to  
486 the same limitations, the Vice-Chairperson of the Deacons shall be  
487 authorized to act as the Vice-President.  
488

#### 489 **C. Duties of the Board of Directors:**

- 490 1. Be familiar with the efforts being put forth for the progress of the  
491 Church.
- 492 2. Familiarize themselves with the Articles of Incorporation and provide  
493 that all Church property and entities are protected through  
494 incorporation.
- 495 3. Become familiar with laws concerning incorporation.

- 496  
497  
498  
499
4. Hold in trust the title to all Church property.
  5. Sign all papers and titles.
  6. Represent the Church in all legal matters with the state.

500 **D. Limitation of Power:**

- 501  
502  
503  
504  
505  
506  
507  
508  
509  
510  
511  
512  
513  
514  
515  
516  
517
1. The Board of Directors shall have no power to buy, sell, mortgage, lease or transfer any property of the Church without a vote of the Church authorizing such action
  2. The Board of Directors shall have no control over the use of Church property except by vote of the Church
  3. The Board of Directors shall not have any power to block any move of expansion nor change of the Church if the Church membership has authorized said expansion or change.
  4. The Board of Directors shall not have power, except as expressly authorized by the congregation, to install or remove officers or staff.
  5. The Board of Directors shall not have power, except as expressly authorized by the congregation, to amend the Bylaws or Charter.
  6. The Board of Directors shall not have power, except as expressly authorized by the congregation, to bind the corporation to any contract.

518 **Section 5: Church Clerk:** The Clerk and an Assistant Clerk shall be elected  
519 annually. All books, records, and accounts kept by the Clerk shall be considered  
520 the property of the Church and shall be filed in the Church files when the Clerk  
521 has finished with them. This may be done monthly or yearly.

522  
523 **A. Duties of the Church Clerk:**

- 524  
525  
526  
527  
528  
529  
530  
531  
532  
533  
534  
535  
536  
537  
538  
539  
540  
541  
542  
543  
544
1. Attend or be represented by the Assistant Church Clerk at all Church business meetings.
  2. Keep accurate records of all regular and special business meetings.
  3. Present the minutes of all regular and special business meetings at each regular business meetings.
  4. Prepare the annual associational letter.
  5. Preserve a true history of the Church in the minutes that are entered in the record book
  6. Keep an accurate roll of the Church membership with dates and methods of receiving or termination of members. The Clerk is to be careful to enter the correct names of girls and ladies who change their names by marriage.
  7. Give a report of additions to the Church by baptism, by letter of transfer, or by statement of faith at all regular Church business meetings.
  8. Issue letters of transfer as authorized by the Church. Report all letters of transfer at all regular Church business meetings.
  9. Give the Church Secretary a list of new members to have placed in the bulletin the following Sunday.
  10. Serve as a member, but not as chairperson, of the Nominating Committee.

545 11. Train the Assistant Church Clerk in all aspects of the duties of the  
546 Church Clerk.

547

548 **B. Duties of the Assistant Church Clerk:**

- 549 1. Assist the Church Clerk in all of their duties.  
550 2. Be prepared to perform the duties of the Church Clerk in the absence  
551 of the Church Clerk.

552

553 **Section 6: Treasurer:** The Treasurer, with an Assistant Treasurer shall be  
554 elected annually. All books, records, and accounts kept by the Treasurer shall  
555 be considered the property of the Church and shall be filed in the Church files  
556 when the Treasurer has finished with them. This may be done monthly or yearly.

557

558 **A. Duties of the Treasurer:**

- 559 1. Attend or be represented by the Assistant Treasurer at all Church  
560 business meetings.  
561 2. Receive, keep in the bank, and disburse by check, upon authority  
562 from the Church or Finance Committee, monies that are entrusted to  
563 their safekeeping.  
564 3. Keep at all times an itemized account of all receipts and  
565 disbursements.  
566 4. Render a regular account to the Church quarterly at the regular  
567 business meeting.  
568 5. Make a note on all checks in proper place, the purpose of each check  
569 written.  
570 6. Make all records available to the Finance Committee for auditing  
571 purposes as authorized by the Church.  
572 7. In cooperation with the Finance Committee, secure bonding in an  
573 appropriate and agreed upon amount.  
574 8. Serve as a member, but not as chairperson, of the Finance  
575 Committee.  
576 9. Train the Assistant Treasurer in all aspects of the duties of the  
577 Treasurer.

578

579 **B. Duties of the Assistant Treasurer:**

- 580 1. Assist the Treasurer in all of their work.  
581 2. Serve as a non-voting member of the Finance Committee.  
582 3. Be prepared to perform the duties of the Treasurer in the absence of  
583 the Treasurer.

584

585 **Section 7: Financial Secretary:** The Financial Secretary is to be elected  
586 annually.

587

588 **A. Duties of the Financial Secretary:**

- 589 1. Keep accurate records of all identified gifts to the Church.  
590 2. The Financial Secretary is responsible for compiling and signing the  
591 individual contribution receipts that come through the Church for tax  
592 purposes.

593

594

## ARTICLE IX. CHURCH ORGANIZATIONS

The Church shall maintain programs of Bible teaching, Church membership training, Church leader training, new member orientation, mission education, action and support, and music education, training and performance. All organizations related to the Church programs shall be under Church control. All Directors are to be elected by the Church and report regularly to the Church. All Directors will serve their term continuously beginning September 1 and ending August 31. All programs and activities are 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.

### **Section 1: Sunday School**

**A. Purpose:** Outreach and Bible training are the purposes of Sunday School. The tasks of Sunday School are to teach Biblical revelation, reach persons for Christ and Church membership, perform the functions of worship, witnessing, education and ministry and interpret information regarding the work of the Church and denomination. The Sunday School shall be in accordance with the plans and methods of the Sunday School Division of Lifeway Christian Resources of the Southern Baptist Convention subject to the approval of the Church. The Sunday School shall be organized by department and/or classes as appropriate for all ages.

**B. Sunday School Director:** The Sunday School Director shall be elected annually. The duties are:

1. Have general oversight of the entire Sunday School organization.
2. Acquaint themselves with the best methods of Christian education and endeavor to adopt them in Sunday School.
3. Encourage the Sunday School staff to take courses of instruction offered by the Southern Baptist Convention, Baptist State Convention of North Carolina or New River Baptist Association.
4. See that a full and accurate report is maintained of all appropriate records.
5. Delegate service on required committees as necessary to the Assistant Sunday School Director or other designee.
6. Serve as a member of the Nominating Committee to advise, suggest, and recommend teacher and officer placements and replacements.
7. Serve as a member of the Finance Committee.
8. Assist in the selection, ordering and receiving of the Sunday School literature
9. Train the Assistant Sunday School Director in all duties of the Sunday School Director.
10. Serve as a member of the following councils: (The Sunday School Director may delegate service on these councils as necessary to the Assistant Sunday School Director.)
  - a. Church Council

- 644 **C. Assistant Sunday School Director:** The Assistant Sunday School  
645 Director shall be elected annually. The duties are:  
646 1. Assist the Sunday School Director in all of their duties.  
647 2. Be prepared to assume the duties of the Sunday School Director in  
648 their absence.  
649
- 650 **D. Sunday School Secretary:** The Sunday School Secretary shall be  
651 elected annually. The duty of the Sunday School Secretary is to keep  
652 accurate records of attendance and offerings of the Sunday School.  
653

654 **Section 2: Brotherhood**  
655

- 656 **A. Purpose:** The Brotherhood shall be the Church's organization for  
657 mission education, mission action and mission support for men, young  
658 men and boys. The tasks shall be to teach missions, engage in mission  
659 action, support world missions through prayer and giving and to provide  
660 and interpret information regarding the work of the Church and the  
661 Southern Baptist denomination.  
662
- 663 **B. Brotherhood Director:** The Brotherhood Director shall be elected  
664 annually. The duties shall be:  
665 1. Promote the work of the Brotherhood as outlined by the North  
666 American Mission Board and the Southern Baptist Convention.  
667 2. Seek to enlist men and boys of the Church in active programs that  
668 enhance spiritual growth and mission education.  
669 3. Encourage involvement in mission action projects.  
670 4. Shall plan Baptist Men's Day and secure appropriate speakers for  
671 those services in cooperation with the Pastor.  
672 5. Serve as a member of the Nominating Committee to advise, suggest,  
673 and recommend prospective leaders of the divisions of the  
674 Brotherhood.  
675 6. Serve as a member of the Finance Committee.  
676 7. Serve as a member of the following councils: (The Brotherhood  
677 Director may delegate service on these councils as necessary to the  
678 Assistant Brotherhood Director.)  
679 a. Mission Action Council  
680 b. Church Council  
681 c. Youth Council  
682
- 683 **C. Assistant Brotherhood Director:** The Assistant Brotherhood Director  
684 shall be elected annually. The duties are:  
685 1. Assist the Brotherhood Director in all of their duties.  
686 2. Be prepared to assume the duties of the Brotherhood Director in their  
687 absence.  
688
- 689 **D. Divisions:** The divisions of the Brotherhood shall include:  
690 1. Baptist Men  
691 2. Challengers  
692 3. Royal Ambassadors  
693



694 **E. Other Officers:** The Brotherhood shall have such officers and  
695 organizations as the program requires.  
696

697 **Section 3: Women's Missionary Union**  
698

699 **B. Purpose:** The Women's Missionary Union shall be the mission  
700 education, mission action and mission support organization of the  
701 Church for women, young women, girls and preschool children. The  
702 tasks shall be to teach missions, engage in mission action, support world  
703 missions through prayer and giving and provide and interpret information  
704 regarding the work of the Church and the Southern Baptist  
705 denomination.  
706

707 **C. Women's Missionary Union Director:** The Women's Missionary Union  
708 Director shall be elected annually. The duties shall be:

- 709 1. Promote the work of the Women's Missionary Union as outlined by  
710 the Women's Missionary Union.
  - 711 2. Seek to enlist women, young women, girls, and preschool children in  
712 active programs that enhance spiritual growth and mission education.
  - 713 3. Encourage involvement in mission action projects.
  - 714 4. Shall plan Baptist Women's Day and secure appropriate speakers for  
715 those services in cooperation with the Pastor.
  - 716 5. Serve as a member of the Nominating Committee to advise, suggest,  
717 and recommend prospective leaders of the divisions of the Women's  
718 Missionary Union.
  - 719 6. Serve as a member of the Finance Committee.
  - 720 7. Serve as a member of the following councils: (The WMU Director  
721 may delegate service on these councils as necessary to the Assistant  
722 WMU Director.)
    - 723 a. Mission Action Council
    - 724 b. Church Council
    - 725 c. Youth Council
- 726

727 **D. Assistant WMU Director:** The Assistant WMU Director shall be elected  
728 annually. The duties are:

- 729 1. Assist the WMU Director in all of their duties.
- 730 2. Be prepared to assume the duties of the WMU Director in their  
731 absence.  
732

733 **E. Divisions:** The divisions of the Women's Missionary Union shall  
734 include:

- 735 1. Women On Missions
- 736 2. Youth On Missions
- 737 3. Acteens
- 738 4. Girls In Action
- 739 5. Mission Friends  
740

741 **F. Other Officers:** The Women's Missionary Union shall have such  
742 officers and organizations as the program requires.  
743

744 **Section 4: Music Ministry**

745  
746  
747  
748  
749  
750  
751  
752  
753  
754  
755  
756  
757  
758  
759  
760  
761  
762  
763  
764  
765  
766  
767  
768  
769  
770  
771  
772  
773  
774  
775  
776  
777  
778  
779  
780  
781  
782  
783  
784  
785  
786  
787  
788  
789  
790  
791  
792

- A. Purpose:** The Church Music program shall provide worshipful music at all services.
  
- B. Director of Music:** The Director of Music may be a salaried or elected position of Church leadership. The duties shall be:
  - 1. Cooperate with the Pastor and other leaders in the selection of suitable music and the devising of suitable music programs for all occasions where such services are needed.
  - 2. Direct the choir or choirs in practice and public singing.
  - 3. Oversee Church musicians to play for all Church services or secure a substitute in their absence.
  - 4. Oversee all audio and video equipment and their operators.
  - 5. Serve as a member of the Audio-Visual Committee.
  - 6. Serve as a member of the Nominating Committee.
  - 7. Serve as a member of the Finance Committee.
  - 8. Serve as a member of the following councils: (The Director of Music may delegate service on these councils as necessary to the Assistant Director of Music.)
    - a. Church Council
  
- C. Assistant Director of Music:** The Assistant Director of Music shall be elected annually. The duties are:
  - 1. Assist the Director of Music in all of their duties.
  - 2. Be prepared to assume the duties of the Director of Music in their absence.
  
- D. Election of the Director of Music:** If the Director of Music is salaried, a Ministry Support Search Committee shall be elected with the duty to recommend to the Church a qualified candidate for the position of Director of Music. The committee shall follow the guidelines for the Ministry Support Search Committee in the Policy and Procedure Manual. If the Director of Music is not salaried, then the position shall be elected by the Church annually.
  
- E. Resignation of a Salaried Director of Music:** If the Director of Music wishes to resign, the individual is to give the Church thirty days notice, in writing, to be presented at a Sunday service. The Director of Music's compensation and service to the Church are to continue for the said thirty days or as otherwise mutually agreed. In case the Church requests the Director of Music's resignation by majority Church vote, the individual is to be given notice that compensation and benefits will cease in thirty days. The Church has the final say as to whether the individual is allowed to perform the assigned duties during the thirty day notice.
  
- F. Church Musicians:** The Church musicians shall play for all worship services and assist the Director of Music in a suitable program of music.

793 **G. Other Officers:** The Church Music Program shall have such officers  
794 and organizations as the program requires.  
795

796 **Section 5: Youth Ministry**  
797

798 **A. Purpose:** The Youth Ministry shall have as a primary goal the salvation  
799 in Jesus Christ of all youth. It shall promote a spiritual lifestyle and  
800 spiritual discipline for all our youth.  
801

802 **B. Director of Youth:** The Director of Youth may be a salaried or elected  
803 position of Church leadership. The duties shall be:

- 804 1. Plan, direct, coordinate, promote, and evaluate Christian activities  
805 and programs for youth including retreats, workshops, fellowships,  
806 visitation, counseling, and mission trips.
- 807 2. Work closely with the Pastor on all activities/programs that affect the  
808 welfare of the youth.
- 809 3. Work closely with the Youth Council and other committees/individuals  
810 that affect the welfare of the youth.
- 811 4. Keep abreast of children/youth educational techniques, programs,  
812 and materials to help ensure a relevant and meaningful ministry.
- 813 5. In cooperation with the Youth Council, prepare and submit to the  
814 Finance Committee budget requests for youth work each fiscal year.
- 815 6. Assist with all youth fundraisers.
- 816 7. Serve as a member, but not as chairperson, of the Youth Council.
- 817 8. Serve as a member of the Church Council.  
818

819 **C. Election of the Director of Youth:** If the Director of Youth is a salaried  
820 position, a Ministry Support Search Committee shall be elected with the  
821 duty to recommend to the Church a qualified candidate for the position of  
822 Director of Youth. The committee shall follow the guidelines for the  
823 Ministry Support Search Committee in the Policy and Procedure Manual.  
824 If the Church does not have a salaried Director of Youth, then the  
825 position shall be elected annually.  
826

827 **D. Resignation of a Salaried Director of Youth:** If the Director of Youth  
828 wishes to resign, the individual is to give the Church thirty days notice, in  
829 writing, to be presented at a Sunday service. The Director of Youth's  
830 compensation and service to the Church are to continue for the said  
831 thirty days or as otherwise mutually agreed. In case the Church  
832 requests the Director of Youth's resignation by majority Church vote, the  
833 individual is to be given notice that compensation and benefits will cease  
834 in thirty days. The Church has the final say as to whether the individual  
835 is allowed to perform the assigned duties during the thirty day notice.  
836

837 **ARTICLE X. COUNCILS**

838 The Church shall elect such councils as may be deemed necessary to carry on  
839 the various phases of the Church program efficiently and effectively. The Church  
840 shall at all times have the following councils serving for a full year: Mission  
841 Action Council, Church Council, Youth Council and any other council that may be  
842 set up to serve for a special purpose. All council members will serve their term

843 continuously beginning September 1 and ending August 31 unless otherwise  
844 specified by these Bylaws.

845

846 **Section 1: Church Council**

847

848 **A. Purpose:** The Church Council shall coordinate and promote all  
849 activities sanctioned, sponsored or supported by the Church with  
850 advisory powers only. Specifically, the Church Council shall coordinate  
851 scheduling of Church activities to prevent duplication of effort and  
852 conflicts in scheduling. The Church Council shall meet as deemed  
853 necessary.

854

855 **B. Composition:** This body shall be composed of the

856

1. Pastor

857

2. Chairperson of the Deacons

858

3. Sunday School Director

859

4. Brotherhood Director

860

5. Woman's Missionary Union Director

861

6. Director of Music

862

7. Director of Youth

863

8. Church Secretary

864

9. VBS Director

865

866 **Section 2: Mission Action Council**

867

868 **A. Purpose:** The Mission Action Council shall help organize and support  
869 missions of the Church or any organization of the Church.

870

871 **B. Composition:** The council shall consist of six (6) members.

872

1. Two (2) Church members at large.

873

2. Brotherhood Director

874

3. Women's Missionary Union Director

875

4. Chairperson of the Deacons

876

5. Pastor (may not serve as chairperson)

877

878 **C. Duties of the Mission Action Council:**

879

1. To investigate any reports of special needs or requests for assistance  
880 in time of financial distress. The council shall attempt to verify stated  
881 needs by conducting personal interviews whenever possible.

882

2. To make maximum use of available community and Church  
883 resources in meeting needs. The council may make direct payment  
884 of financial obligations such as but not limited to electric bills,  
885 telephone bills, grocery bills, etc of the needy party.

886

3. To aid in organizing and supporting various mission projects of  
887 organizations of the Church such as but not limited to mission trips,  
888 hurricane relief efforts, etc.

889

4. Endeavor to meet the spiritual needs, as well as physical needs, of  
890 all that they serve.

891 5. Determine monetary goals for special missions offerings throughout  
892 the Church year.

893  
894 **D. Funding:** The council shall operate from an established Mission Action  
895 Fund. The fund shall be supported by monies budgeted yearly by the  
896 Finance Committee, individual contributions designated for the fund, and  
897 monies derived from fund-raisers designated for mission work.  
898

899 **Section 3: Youth Council**

900  
901 **A. Purpose:** The Youth Council will give guidance to both volunteer and  
902 salaried staff in all matters relating to the youth and children's  
903 organizations of the Church.  
904

905 **B. Composition:** The council shall be composed of the following eight (8)  
906 members:

- 907 1. Brotherhood Director
- 908 2. WMU Director
- 909 3. Challengers Director or Challengers Leader
- 910 4. Acteens Director or Acteens Leader
- 911 5. Two (2) parents of active youth nominated by the Nominating  
912 Committee and elected by the Church. These parents should not be  
913 from the same immediate household.
- 914 6. Pastor (may not serve as chairperson)
- 915 7. Director of Youth (may not serve as chairperson)

916  
917 **C. Duties of the Youth Council:**

- 918 1. In cooperation with the Youth Director, plan, coordinate, and conduct  
919 an ongoing youth ministry.
- 920 2. Advise and make suggestions to the Director of Youth and others  
921 concerning activities of the youth and youth programs in the Church.
- 922 3. Oversee the budget and savings account designated for youth and  
923 children's ministries.
- 924 4. Promote, organize, and oversee fundraisers to support youth and  
925 children's ministries
- 926 5. Consult with the Pastor and Deacons regarding any matter that may  
927 give rise to criticism of the youth group or the Church.
- 928 6. Meet regularly as needed, but at least once a quarter.

929  
930 **D. Funding:** The council shall operate from an established Youth Fund. The  
931 fund shall be supported by monies budgeted yearly by the Finance  
932 Committee, individual contributions designated for the fund, and monies  
933 derived from fund-raisers designated for youth.  
934

935 **ARTICLE XI. STANDING COMMITTEES**

936  
937 The Church shall elect such standing committees as may be deemed necessary  
938 to carry on the various phases of the Church program efficiently and effectively.  
939 The Church shall at all times have the following committees serving for a full  
940 year: Nominating Committee, Finance Committee and any other committee that

941 may be set up to serve for a special purpose. All standing committee members  
942 will serve their term continuously beginning September 1 and ending August 31  
943 unless otherwise specified by these Bylaws.

944

945 **Section 1: Nominating Committee**

946

947 **A. Purpose:** Throughout the year, this committee shall have the  
948 responsibility of nominating Church members to serve in the various  
949 capacities and positions of the Church and its organizations.

950

951 **B. Composition:** The committee shall be comprised of nine (9) members:

952

1. Three (3) members at large from the Church membership

953

2. Sunday School Director

954

3. Brotherhood Director

955

4. Women's Missionary Union Director

956

5. Director of Music

957

6. Church Clerk (may not serve as chairperson)

958

7. Pastor (may not serve as chairperson)

959

960

**C. Election Process:**

961

1. The Nominating Committee election process shall begin in May at the  
962 regular business meeting. The Church shall nominate members at  
963 large from the floor of the Church for the Nominating Committee. In  
964 the event that more than three (3) nominations are made from the  
965 floor, the Church shall vote by secret ballot.

966

2. The three (3) members elected will meet and nominate directors  
967 (Sunday School Director, Brotherhood Director, Women's Missionary  
968 Union Director and Director of Music) and the Church Clerk to fill the  
969 remaining positions on the committee. All effort shall be made to  
970 elect the remaining members at a called business meeting within two  
971 (2) weeks of the May business meeting.

972

3. In the event that one person heads two (2) departments, then other  
973 members will be nominated from the floor of the Church until the  
974 committee reaches a total of nine (9) persons including the Pastor.

975

4. The committee shall not select a chairperson until all nine (9) persons  
976 are elected to the committee.

977

978

**D. Service:** The Nominating Committee shall serve the Church from June  
979 1st thru May 31st. Any vacancies occurring after June 1<sup>st</sup> shall be filled  
980 by the newly elected committee.

981

982

**E. Duties of the Nominating Committee:**

983

1. Nominate active Church members to positions as outlined in the  
984 Bylaws and Policy and Procedure Manual.

985

2. Present to the Church a full report listing the members nominated for  
986 various positions.

987

988

**F. Nominating Committee Report Action:** Any person may nominate  
989 from the floor in addition to those made by the Nominating Committee. If

990 two (2) or more persons are nominated for the same office or position,  
991 voting shall be by secret ballot.

992

993 **Section 2: Finance Committee**

994

995 **A. Purpose:** This committee, with the Pastor, oversees the financial  
996 welfare of the Church.

997

998 **B. Fiscal Year:** The fiscal year shall be from January 1<sup>st</sup> to December 31<sup>st</sup>.

999

1000 **C. Composition:** The Finance Committee shall be comprised of nine (9)  
1001 members:

1002

1. Two (2) members at large from the Church membership

1003

2. One (1) Deacon elected by the Deacons

1004

3. Sunday School Director

1005

4. Brotherhood Director

1006

5. Women's Missionary Union Director

1007

6. Director of Music

1008

7. Church Treasurer (may not serve as chairperson)

1009

8. Pastor (may not serve as chairperson)

1010

1011

**D. Duties of the Finance Committee:**

1012

1. Prepare an annual budget and present it to the Church by the first  
(1<sup>st</sup>) Sunday in December.

1013

2. See that all money is properly spent.

1014

3. Make plans for raising money when it is needed.

1015

4. See that proper distribution of money is made as ordered by the  
Church so that the Treasury is protected by making  
recommendations when the Treasury is able to stand any  
expenditure that may arise.

1016

1017

1018

1019

5. Determine the compensation for a supply preacher, a visiting  
evangelist, and/or an interim Pastor as part of the annual Finance  
Committee report.

1020

1021

1022

6. Determine, in cooperation with the Pastor Search Committee, proper  
compensation for a new Pastor.

1023

1024

1025

7. Meet quarterly with the Treasurer to review the financial condition,  
receipts and disbursements, and needs of the Church.

1026

1027

8. Secure an annual professional audit and present it to the Church  
during a regular business meeting.

1028

1029

9. Ensure bonding in an appropriate amount for the Treasurer and all  
Couriers.

1030

1031

1032

**E. Budget Request:** In preparing the annual Church budget, the Finance  
Committee shall call for all chairpersons and department heads to  
submit budget requests to the committee. The Finance Committee shall  
hold one meeting to allow any committee chairpersons and department  
heads, who wish, to address the committee concerning budget requests.

1033

1034

1035

1036

1037

1038

**F. Church Financing:** The Church has adopted the Scriptural plan for  
financing its programs, which shall be the free-will Tithes and Offerings

1039

1040 of the people. The only exception being that fund-raisers will be allowed  
1041 to support Youth and Missions. There will not be any drawings of any  
1042 kind for prizes in the sanctuary.  
1043

1044 **G. Spending Limitation:** Any single expenditure from the Church budget  
1045 equal to or greater than \$2500 shall be approved by the church before  
1046 the purchase. This may be approved in a regular or special business  
1047 meeting. Expenditures from designated funds are exempt from  
1048 spending limitations.  
1049

1050 **Section 3: Other Committees:** The Church shall have the right to form any  
1051 other committees, standing or appointed, whenever the need may arise to serve  
1052 the purposes of the Church. The purpose and duties of other committees will be  
1053 contained in the Church Policy and Procedure Manual.  
1054

## 1055 **ARTICLE XII. SPECIAL COMMITTEES**

1056  
1057 The Church shall elect special committees to serve specific purposes as  
1058 necessary. Special committees are not elected on an annual basis. Members of  
1059 special committees serve on the committee until the full function of the committee  
1060 has been performed.  
1061

### 1062 **Section 1: Pastor Search Committee**

1063  
1064 **A. Purpose:** When a Pastoral vacancy occurs in the Church, the  
1065 committee shall be charged with praying and seeking a man for  
1066 consideration as Pastor of the Church.  
1067

1068 **B. Composition:** The committee shall consist of:

- 1069 1. Five (5) members at large from the Church membership.
- 1070 2. One (1) alternate.  
1071

1072 **C. Guidelines:** The committee shall:

- 1073 1. Have sole authority in the choice of a candidate to be presented to  
1074 the Church.
- 1075 2. Secure an interim Pastor to fill the pulpit during the search period.
  - 1076 a. The Pastor Search Committee will seek qualified interim Pastors  
1077 through the New River Baptist Association.
  - 1078 b. The Pastor Search Committee will review the spiritual condition of  
1079 the Church with the interim Pastor every three months. The  
1080 committee will then decide the continuance of the relationship  
1081 between the interim Pastor and the Church.
  - 1082 c. If an interim Pastor decides to be considered as a prospective  
1083 candidate, he shall resign his interim duties and the Pastor  
1084 Search Committee shall secure another interim Pastor.
- 1085 3. Work with only one candidate at a time and ensure that the candidate  
1086 is working only with our committee.
- 1087 4. Investigate prospective candidates using available resources (i.e.  
1088 background checks, etc)



- 1089           5. Work with the Finance Committee in determining salary and benefit  
1090 packages for a prospective candidate.  
1091           6. Utilize the latest resources of the New River Baptist Association and  
1092 the North Carolina Baptist Convention in defining operational  
1093 procedures of the committee.  
1094

### 1095           **ARTICLE XIII. GENERAL AND MISCELLANEOUS PROVISIONS**

1096  
1097           **Section 1: License:** The Pastor should be advised when a member of this  
1098 Church feels called into the ministry.  
1099

- 1100           **A.** An interview shall be arranged between the Pastor, the Deacons and the  
1101 prospective candidate.  
1102  
1103           **B.** Upon completion of a satisfactory interview, the Chairperson of the  
1104 Deacons will present him to the Church at a regular business meeting.  
1105  
1106           **C.** The Church must express its approval by a secret ballot vote of a  
1107 majority of its members present at the time of the vote.  
1108  
1109           **D.** The Church Clerk may furnish the member with a copy of the minutes or  
1110 a certificate of license as his credentials. This license is not an  
1111 ordination and does not give the recipient the right to administer the  
1112 ordinances or perform marriages.  
1113

1114           **Section 2: Ordination:** In the event this Church has been requested to ordain a  
1115 member who has been called as a Pastor of a Southern Baptist Church or who is  
1116 entering some other ministry field which requires ordination, the following  
1117 procedure will be followed:  
1118

- 1119           **A.** The candidate should advise the Pastor of his request. The Pastor will  
1120 arrange an interview with the Deacons and the candidate for ordination.  
1121 Upon completion of a satisfactory interview, the Chairperson of the  
1122 Deacons will contact the local Baptist Associational Ordination  
1123 Committee.  
1124  
1125           **B.** The local Baptist Association Ordination Committee, if there is one, will  
1126 examine the candidate concerning his fitness for the ministry. In the  
1127 event it is not possible to obtain the approval of the local Baptist  
1128 Association Ordination Committee and the Church still feels the  
1129 candidate is worthy and qualified, the Church shall invite ordained  
1130 ministers from neighboring Churches to examine the candidate and  
1131 report to the Church. All members of the Ordination Committee shall be  
1132 ministers who are qualified and versed in Baptist Doctrines and the  
1133 Scriptures.  
1134  
1135           **C.** The Church must express its approval by a secret ballot vote of three-  
1136 fourths of its members present at the time of the vote.  
1137  
1138

1139 **ARTICLE XIV. ADOPTION AND AMENDMENTS**  
1140

1141 **Section 1:** These Bylaws shall be considered adopted and in immediate effect if  
1142 and when two-thirds of the members voting at the business meeting at which  
1143 time the vote is taken shall approve the same. The vote shall be taken not less  
1144 than thirty (30) days after the distribution of any Bylaws to the Church.  
1145

1146 **Section 2:** These Bylaws may be amended, altered, or repealed by two-thirds  
1147 vote of the Church members voting at any business meeting of the Church;  
1148 provided, however, that notice and proposal of such amendment, alteration, or  
1149 repeal must be given in writing at least thirty (30) days in advance and such  
1150 notice is in the hands of the Church Clerk during the period of waiting.  
1151

1152 **Section 3:** A copy of these Bylaws shall at all times be kept by the Church Clerk  
1153 among his/her other records and another copy shall be kept in the office of the  
1154 Church. All amendments to or revisions thereof shall, after passage of the  
1155 Church, be attached to this copy with a date given of each revision, alteration, or  
1156 amendment.  
1157

1158 **Section 4:** A copy of these Bylaws shall be given to each Church family and to  
1159 each addition to the Church membership.  
1160

1161  
1162 *The Bylaws were adopted by the Church:*

1163  
1164 **July 23, 2006**  
1165

1166 *This document supersedes all other documents pertaining to the Bylaws of this*  
1167 *Church.*