

Proposed Amendments to the Bylaws

2021 July Business Meeting

Proposal #1

To: Article III, SECTION VI; SENIOR PASTOR, OFFICERS, PROGRAM LEADERS AND COMMITTEES

Proposed Changes: Amend the header to below proposed header, remove paragraph C, and renumber paragraph “D” to paragraph “C” for consistency.

Proposed Article III Header and Section VI Header:

ARTICLE III Senior Pastor—Officers—Committees

SECTION I; SENIOR PASTOR, OFFICERS AND COMMITTEES: (All officers and committee members shall be members of the church in good standing. The Senior Pastor shall become a member as soon as practical after being called.)

Existing Article III Header and Section VI Header:

ARTICLE III Senior Pastor—Officers—Program Leaders—Committees

SECTION VI; SENIOR PASTOR, OFFICERS, PROGRAM LEADERS AND COMMITTEES: (All officers, program leaders and committee members shall be members of the church in good standing. The senior pastor shall become a member as soon as practical after being called.)

Existing Article III Section C:

C. PROGRAM LEADERS

- (1) **SUNDAY SCHOOL DIRECTOR:** The Sunday School director is to work with the minister of education to fulfill the responsibility of planning, conducting and evaluating the work of the Sunday School. He will look to the pastor and minister of education for counsel and leadership in the Sunday School. The director shall be elected yearly at the annual business meeting.
- (2) **WOMEN’S MISSIONARY UNION DIRECTOR:** The WMU director shall have oversight of the entire WMU organization and shall administer it with the aid of council composed of all WMU officers. The director shall be elected yearly at the annual business meeting.
- (3) **BROTHERHOOD DIRECTOR:** The Brotherhood director shall have oversight of the entire Brotherhood organization and shall administer it with the aid of council composed of all brotherhood officers. The director shall be elected yearly at the annual business meeting.
- (4) **DISCIPLESHIP TRAINING DIRECTOR:** The Discipleship Training director is to work with the minister of education to fulfill the responsibility of the discipleship training ministry. He will look to the pastor and minister of education for counsel and leadership. The director shall be elected yearly at the annual business meeting.

Proposal #2

To: Article II

Overview of Changes:

Section I Paragraph A: Changed “held each Lord’s Day, morning and evening, and each Wednesday evening” to “held on the Lord’s Day, as well as additional days as determined by the Senior Pastor.”

Section I Paragraph B: Changed “Sunday School” to “Small Group”

Section I Paragraph C: Removed Paragraph “C Discipleship Training”

Section I Paragraph D: Changed wording on Missions

Section I Paragraph E: Removed section on the brotherhood director

Section I Paragraph F: Specified Senior Pastor

Section II: Lord’s Supper: Changed wording for clarity

Proposed Article II:

ARTICLE II

Organization and Meetings

SECTION I: WORSHIP AND WORK:

A. For worship, preaching and instruction regular meetings for the entire body and for all people shall be held on the Lord’s Day, as well as additional days as determined by the Senior Pastor. These meetings shall be under direction of the Senior Pastor. Special events and evangelistic meetings may be held during any regular meeting and at other times as determined by the Senior Pastor.

B. Small Group meetings are to be conducted for the purpose of bible teaching, fellowship, ministry and outreach. These meetings are to be held regularly on the Lord’s Day or as determined by the ministerial staff.

C. Missions are grounded in the command of Jesus to His disciples, “Go, therefore, and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, teaching them to observe everything I have commanded you. And remember, I am with you always, to the end of the age” (Matthew 28:19–20 CSB). Missions discipleship is encouraged to provide opportunities for everyone—preschoolers through adults—to be involved in missions.

D. The regular morning and evening periods for worship each Lord’s Day shall not be suspended nor said periods used by any person or organization for any other purpose than the regular and customary service for worship, unless approval has first been obtained from the Senior Pastor.

SECTION II: LORD’S SUPPER: The Lord’s Supper shall be celebrated during any scheduled worship service the Senior Pastor may choose.

SECTION III: REGULAR BUSINESS MEETINGS: The regular, quarterly business meetings will be held during the second week of April, July, October and the annual meeting in January. The proposed budget for the next calendar year shall be presented at the October business meeting.

SECTION IV: ANNUAL BUSINESS MEETING: The annual business meeting will be held on Wednesday following the third Sunday of January.

Existing Article II:

**ARTICLE II
Organization and Meetings**

SECTION I: WORSHIP AND WORK:

A. For worship, preaching and instruction regular meetings for the entire body and for all people shall be held each Lord's Day, morning and evening, and each Wednesday evening. These meetings shall be under direction of the pastor. Special events and evangelistic meetings may be held during any regular meeting and at other times as determined by the pastor.

B. Sunday School is to be conducted on each Lord's Day morning for all people under the direction of the minister of education who is assisted by the Sunday School director.

C. Discipleship training shall be conducted with meetings on each Lord's Day preceding the evening preaching services and shall be under the direction of the minister of education assisted by the discipleship training director. (Discipleship training may be suspended when approved by the pastor and the minister of education.)

D. The women and girls of the church shall be organized in a Women's Missionary Union and shall be under the direction of a women's missionary union director.

E. The men and boys of the church shall be organized in a Brotherhood and shall be under the direction of a men's brotherhood director. (Brotherhood may be suspended when approved by the pastor and the minister of education.)

F. The regular morning and evening periods for worship each Lord's Day shall not be suspended nor said periods used by any person or organization for any other purpose than the regular and customary service for worship, unless approval has first been obtained from the pastor.

SECTION II: LORD'S SUPPER: The Lord's Supper shall be celebrated during any regular worship service the pastor may choose.

SECTION III: REGULAR BUSINESS MEETINGS: The regular, quarterly business meetings will be held on Wednesday following the second Sunday of April, July, October and the annual meeting in January. The proposed budget for the next calendar year shall be presented at the October business meeting.

SECTION IV: ANNUAL BUSINESS MEETING: The annual business meeting will be held on Wednesday following the third Sunday of January.

SECTION V: SPECIAL BUSINESS MEETING: Special business meetings may be called by the moderator for any regular meeting of the church as defined in Article II, Section 1-A, provided notice of the special meeting has been announced at two prior regular meetings of the church, except as otherwise provided in these by-laws.

SECTION VI: PROCEDURE: All questions of procedure not provided for in these by-laws shall be determined according to Robert Rules of Order.

SECTION V: SPECIAL BUSINESS MEETING: Special business meetings may be called by the moderator for any regular meeting of the church as defined in Article II, Section 1-A, provided notice of the special meeting has been announced at two prior regular meetings of the church, except as otherwise provided in these by-laws.

SECTION VI: PROCEDURE: All questions of procedure not provided for in these by-laws shall be determined according to Robert Rules of Order.

Proposal #3

To: Article III (B)

Overview of Changes:

- 1. Process to fill vacant officer position with volunteer church member**
- 2. Updated responsibilities for Treasurer, Clerk and Financial Secretary**

Proposed Article III(B):

B. OFFICERS: The officers in a local New Testament church are pastors (same office is variously called bishop, elder or pastor) and deacons—Philippians 1:1. These two offices are covered in Article III, Section A (pastor) and Article IV (deacons). Other officers are included herein for legal and administrative purposes.

If the Senior Pastor and the Personnel Committee decide to fill an officer position with a paid staff member they may do so. In this case the position will be hired and removed in compliance with the Personnel Committee policies and procedures.

If the Senior Pastor and the Personnel Committee decide not to fill an officer position with a paid staff member the position may be held by a volunteer. Volunteer officer positions will be nominated by the Nominating Committee to serve for a three-year term and elected at the third quarter business meeting. Newly elected officers shall be effective the 1st day of the fiscal year. Volunteer officer positions may be eligible for re-election after a one-year lapse. Nominating Committee may recommend, with counsel from the Leadership Council to terminate the services of a specific officer for any reason it deems to be in the best interest of the church body. Such action shall take place at a primary weekly worship meeting, with a 2 (two) week notice to the church body. If an officer position becomes vacated the position shall be filled at the next scheduled business meeting.

2) **TREASURER:** The treasurer shall oversee the processes by which all approved bills are properly paid when due. The Treasurer shall have access to all accounting records for each of the various funds of the church. The Treasurer shall oversee and assure that all offerings, collections, donor reporting, and accounting are handled in an excellent manner regarding accuracy, receipts, expenditures safety, contingencies, and trustworthiness. Financial statements

shall be viewed monthly. Quarterly and year to date financial statements shall be presented to the church during business meetings. The Treasurer shall be bonded in such amount as the trustees shall designate. The Treasurer shall be an ex officio member of the Finance Committee.

(4) **CLERK:** The clerk shall maintain a record of all actions of the church for the secretary of the corporation and shall be the custodian of such records. The clerk shall maintain a register of the church membership, with the date and manner of each admission and dismissal. Statistical reports of membership shall be submitted to each business meeting. The clerk will also hold the title of “Assistant Secretary” of the corporation. All records are church property and shall be maintained securely according to church record retention requirements.

(5) **FINANCIAL SECRETARY:** The principal duties of the financial secretary shall be to account for all monies received, assure that members’ contribution records are maintained properly, oversee the preparation of and sending of contribution records to members at least annually, verify deposit funds received in the bank designated by trustees. The financial secretary shall be bonded in such amount as the trustees shall designate. The financial secretary may select a group of church members to assist as needed.

Existing Article III(B):

B. OFFICERS: The officers in a local New Testament church are pastors (same office is variously called bishop, elder or pastor) and deacons—Philippians 1:1. These two offices are covered in Article III, Section A (pastor) and Article IV (deacons). Other officers are included herein for legal and administrative purposes.

(1) **MODERATOR:** The senior pastor may be the moderator. If the senior pastor chooses not to be the moderator, then one shall be elected at the Annual Business Meeting. The moderator will preside at all business meetings and render such service as requested by the pastor and the church. The moderator shall have the privilege of attending meetings of the deacons and the trustees and shall be an ex-officio member of these bodies. In the absent of the moderator, the chairman of the trustees shall serve as moderator; in the absence of both, the chairman of the deacons shall serve as moderator.

(2) **TREASURER:** The treasurer shall pay all properly approved bills when due and shall maintain detailed accounting records for each of the various funds of the church. Financial statements shall be prepared monthly. Quarterly and year to date financial statements shall be prepared for church business meetings. The treasure shall be bonded in such amount as the trustees shall designate.

(3) **TRUSTEES:** The. The number of trustees will be determined by the church in accordance with the numbers prescribed in Article VI of trustees shall be elected for a three-year

term, one third (as nearly as possible) being elected yearly at the annual business meeting the Constitution. Trustees may be elected and serve for two terms and following a one-year lapse be eligible for re-election. The trustees shall have powers conferred and duties imposed as set forth in Article VI of the Constitution and in these by-laws. The chairman of the trustees will also hold the title of "President" of the corporation. The secretary of the trustees will also hold the title of "Secretary" of the corporation.

(4) **CLERK:** The clerk shall keep a record of all actions of the church for the secretary of the corporation and shall be the custodian of such records. The clerk shall keep a register of the church membership, with the date and manner of each admission and dismissal. Statistical reports of membership shall be submitted to each business meeting. (The duties of church clerk may be assigned to the pastor's secretary as part of the regular duties of that position; when not so assigned, the church clerk shall be elected yearly at the annual business meeting.) The clerk will also hold the title of "Assistant Secretary" of the corporation.

(5) **FINANCIAL SECRETARY:** The financial secretary shall be chairman of the offering counting committee and such committee shall name a vice chairman to serve when the financial secretary is unable to do so. The financial secretary shall account for all monies received, maintain members' contribution records, prepare and mail contribution records to members quarterly, deposit funds received in the bank designated by trustees, give a copy of the deposit slip to the treasurer. The financial secretary shall be bonded in such amount as the trustees shall designate.