

CONSTITUTION

AND

BY-LAWS

WEST MOBILE BAPTIST CHURCH

*Adopted by WMBC
July 18, 2001*

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PURPOSE

The purpose of West Mobile Baptist Church is to be a fellowship of regenerated and baptized believers in Jesus Christ; to foster and maintain both personal and corporate worship; to proclaim and propagate the gospel at home and abroad; to teach and train the Church's constituency; to perform the functions of the Church; and to strive toward full Christian maturity; to minister both individually and/or collectively to the spiritual, physical, emotional, mental or social needs of persons in Jesus' name; and to seek to discover the mind of Christ on each issue or problem in life and apply that truth with courage.

1. WHO WE ARE:

A fellowship of regenerated and baptized believers in Jesus Christ.

2. WHAT WE DO (The Four Basic Functions Of The Church):

- A. Worship God
- B. Evangelize the lost
- C. Equip the saints (the saved)
- D. Minister to all

3. WHY WE DO THESE THINGS:

- A. Apply this truth with courage
- B. Perform the functions of the Church
- C. Mature the saints

VISION

It is the vision of a place where the hurting, the hopeless, the discouraged, the depressed, the frustrated and confused can find love, acceptance, forgiveness, help, hope, guidance, encouragement and salvation.

It is a vision of sharing the Good News of Jesus Christ with the thousands of residents of West Mobile.

It is a vision of 10,000 members growing together in spiritual maturity through Home Cell Groups, Bible studies, seminars, retreats, and fellowships--loving, laughing, and learning together, understanding God's plan and living life to its greatest potential.

It is a vision of training thousands of lay ministers to do the work of the ministry in the homes and the marketplace; to equip parents, singles, youth, and children to walk with God in this present age.

It is a vision of sending out hundreds of pastors, missionaries, and church workers around the world to do missionary work.

It is a vision of 25+ acres of land on which will be built a Regional Church for West Mobile, including a worship center seating thousands, classrooms for Bible study, a recreational center, and a professional counseling and prayer center, all of which will be designed to minister to the total person--spiritually, emotionally, physically and socially.

It is a vision of sponsoring a senior citizen's complex in order to provide them comfortable and affordable housing, with ministries, fellowship and activities for them to have a rich and meaningful life.

CONSTITUTION

WEST MOBILE BAPTIST CHURCH

MOBILE, ALABAMA

PREAMBLE

We declare and establish this Constitution for the preservation and security of the principles of our faith, and in order that this body may be governed in an orderly manner. This Constitution will preserve the liberties of each individual member of this Church and the freedom of action of this body in its relation to other churches. We further declare that a Great Commitment to the Great Commandments and the Great Commission will make a Great Church.

ARTICLE I

NAME

This body of baptized believers shall be known as the West Mobile Baptist Church, Inc., organized January 8, 1990 and incorporated March 22, 1990.

ARTICLE II

PURPOSE

The purpose of this Church is to exist as a fellowship of regenerated and baptized believers in Jesus Christ, in order to:

Foster and maintain both personal and corporate worship.

Teach and train the Church's Membership.

Perform the functions of the Church and strive toward full Christian maturity.

Minister both individually and/or collectively to the needs of persons in Jesus' Name.

Seek to discover the mind of Christ on each issue or problem in life and apply that truth with courage.

ARTICLE III

CHURCH COVENANT

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

We engage, therefore, by the aid of the Holy Spirit, to walk together in Christian love; to strive for the advancement of this Church in knowledge, holiness and comfort; to promote its prosperity and spirituality; to contribute cheerfully and regularly to the support of the ministry, the expense of the Church, the relief of the poor; and to spread the gospel through all nations.

We also engage to maintain family and secret devotions; to religiously educate our children; to walk circumspectly in the world; to be just in our dealings, faithful in our engagements, and exemplary in our deportment; to avoid all tattling, backbiting, and excessive anger; to abstain from the sale of and use of intoxicating drinks as a beverage; and to be zealous in

our efforts to advance the Kingdom of our Savior.

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

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

ARTICLE IV

MEMBERSHIP

The membership of this Church shall be composed of persons who have given evidence of regeneration, who have been baptized by immersion, and who have been received by affirmation of the Church. The procedure of affirmation to be determined by the Elders.

ARTICLE V

MEETINGS

The Church shall ordinarily meet weekly on the Lord's Day and Wednesday evening. Other worship services shall be scheduled at the discretion of the Pastor or the Church.

ARTICLE VI

OFFICERS

The primary officers of this Church shall be Pastor, Elders, Deacons, Clerk, Treasurer/ Business Manager and Trustees.

ARTICLE VII

POLICY

This Church regards the Scripture as its authority in matters of faith and practice. The government of this Church is vested in the body of believers who compose it. It is subject to the control of no other ecclesiastical body, but it recognizes and sustains the obligations of mutual counsel and cooperation which are common among Baptist churches. Insofar as

it is practical, this Church will cooperate with and support the Association, the State Convention, and the Southern Baptist Convention.

ARTICLE VIII

VOTING RIGHTS OF MEMBERS

Each member in good standing shall have one and only one vote on matters brought before the Church for consideration. Good standing means that a member is faithful in attending the weekly services of the Church and participating in its programs and is a faithful financial supporter. Recognizing that the voting member is declaring before God and fellow church members that he/she fully meets the requirements of a member in good standing, then each member is held honor bound by their own self declaration of their qualifications to vote.

ARTICLE IX

AMENDMENTS

This Constitution may be amended by a two-thirds vote of the Church members present at any business meeting, provided written notice has been given at least 30 days prior to that business meeting. This written notice may be given in the Church bulletin.

BY-LAWS

ARTICLE I

MEMBERSHIP

Section 1. QUALIFICATIONS

The membership of this Church shall consist of those who confess Jesus Christ as Lord

and Savior and who seek to bear witness of their love for Him in lives of service.

Section 2. MODE OF MEMBERSHIP

A. Persons may present themselves for membership at any Worship Service. An affirmation of the church is necessary to confirm new members.

B. Upon completion of Church Orientation (if offered) and under the following ways, a person may become a full member:

1. Upon Profession of Faith in Jesus Christ and after Scriptural Baptism, (by immersion).
2. By transfer of Letter from another Church of like faith and order.
3. Upon Statement of a previous confession of faith and Scriptural Baptism (by immersion).

C. Others may join under Watchcare for fellowship and spiritual care, but shall not have voting privileges.

Membership shall be terminated in the following ways:

- A. Death.
- B. Transfer of membership to another Baptist Church.
- C. Exclusion by action of the Elders.
- D. Affiliation with a Church of another faith or denomination.

ARTICLE II

MEETINGS

Section 1. WORSHIP

A. Weekly services will ordinarily be held each Lord's Day and on Wednesday evening.

B. Other services shall be held at the discretion of the Pastor or the Church.

Section 2. BUSINESS MEETINGS

- A. Business Meetings shall be held as needed for those actions requiring approval by the Church membership.
- B. The Pastor may, and shall when requested by the Deacons, Elders, or a Standing Committee, call from the pulpit special Business Meetings at any regular meeting of the Church.
- C. The Pastor, or someone of his choosing, shall be Church moderator. In his absence, the vice-chairman of Elders shall act in this capacity.
- D. The quorum consists of those who attend the Business Meeting, provided it is a meeting that has been properly called. Members must be present to vote; no absentee ballots are permitted.
- E. All matters shall be voted on during Business Meetings with minimal discussion. It is the responsibility of each committee, organization or other element to provide for church membership input and discussion prior to their proposal being brought before the Church for approval. Those proposing a matter for vote should establish and conduct workshops, meetings, and other appropriate forums that will promote membership involvement and resolution of issues prior to voting. The intent is to have the church membership well informed and prepared to vote.
- F. “Robert’s Rules of Order, Revised” is the basis for parliamentary rules of procedure for all Business Meetings of the Church unless otherwise specified in this document.
- G. Trusting in the leadership of the Holy Spirit for guidance in all matters pertaining to their responsibilities, it is expected that each committee will carry out the responsibilities entrusted with that committee without further approval by the Church, subject to budget approval and within spending guidelines of the Church. Therefore, the following matters are the only mandatory matters requiring vote of Church members. Other matters may be brought before the Church if both the Elders and Deacons agree that the matter requires Church approval.
- 1) Election of Senior Pastor.
 - 2) Election of Deacons and confirmation of Elders.
 - 3) Annual Budget.
 - 4) Constitution/By Law changes.
 - 5) Election of Pastor Search Committee.

6) Real Estate purchases.

ARTICLE III

CHURCH OFFICERS

Section 1. PASTOR

A. Qualifications

When selecting a candidate for Pastor, the Pastor Search Committee shall seek a man who meets the qualifications as specified in I Timothy 3:1-7,

“This is a faithful saying, If a man desires the position of a bishop, he desires a good work. A bishop then must be blameless, the husband of one wife, temperate, sober-minded, of good behavior, hospitable, able to teach; Not given to wine, not violent, not greedy for money; but gentle, not quarrelsome, not covetous; one who rules his own house well, having his children in submission with all reverence; (for if a man does not know how to rule his own house, how will he take care of the church of God?) not a novice, lest being puffed up with pride he fall into the same condemnation as the devil. Moreover he must have a good testimony among those who are outside; lest he fall into reproach and

the snare of the devil.” (NKJV)

and who:

1. Is saved in accordance with New Testament teachings.
2. Is called of God into the ministry.
3. Is a Biblical Preacher.
4. Is a man of prayer.
5. Has a vision.
6. Is a tither and consistent giver.

B. Responsibilities

1. The Pastor is responsible for leading the Church in functioning as a New Testament Church. He shall be the leader for worship, proclamation, education, and Pastoral ministries. He shall endeavor to equip the members for the work of the ministry.
2. As Senior Elder, the Pastor shall have responsibility for the general welfare and oversight of the Church, including hiring and termination of staff members.
3. He shall serve as moderator at all meetings of the Church except as herein provided.
4. He shall be ex-officio head of all organizations and ex-officio member of all committees.
5. He shall oversee the reception and examination of those who desire membership in the Church.
6. He shall give general supervision to the work of all Staff members and employees. He shall conduct annual performance reviews of all paid Staff members and employees and shall recommend annual pay adjustments to the Personnel Committee.

C. Election

When a vacancy occurs, a Pastor Search Committee shall seek a suitable Pastor and recommend him to the Church. The election of the Pastor shall take place at a meeting called for that purpose of which at least one week's notice shall be given to the Church family. Election shall be by secret ballot. An affirmative vote of three-fourths of those members present will be necessary to make a choice.

Section 2. ELDERS

A. Qualifications

The Pastor shall be the senior Elder. All other Elders shall be men who have been members of West Mobile Baptist for at least three years, and meet the qualifications listed in I Timothy 3: 1-7 and Titus 1: 5-9. He shall be at least forty years old and have been a Christian at least ten years. He must be a tither and consistent giver and a previous Deacon (not necessarily at West Mobile Baptist, but from a Deacon body that meets the same qualifications as West Mobile Baptist.)

1. He shall measure up to the requirements given in I Timothy 3: 8-13; Acts 6:1-4
2. He shall attend all regular services of the Church, unless hindered by some good reason, which is approved by a good conscience.
3. He shall be a tither, bringing his tithes systematically to the Church for the Lord's work.
4. He shall be evangelistic and missionary in spirit, deeply interested in the salvation of souls at home and abroad.
5. He shall be fully cooperative with the Church, its' Pastor, Staff, and spiritual program of advancement.
6. He shall be a man who refrains from destructive criticism of his Church and its Ministerial staff. Willing to settle all difficulties in a quiet manner, without hurting the cause of Christ and His Church.
7. He shall be able to keep in secrecy those things which should not be discussed with others; always keeping foremost the harmonious fellowship of the Church.
8. He shall be a man about whom people should say, "He is a godly man."
9. He shall live a consecrated Christian life bringing no reproach by his conduct on the Church or the cause of Christ.

10. He shall be the “husband of one wife,” managing his children and household well. *I Timothy 3:12*

B. Number

There shall be five Elders, plus the Pastor.

C. Term of Office

The term of office for an Elder shall be five years, with one Elder rotating off each year. The Elder rotating off is not eligible for re-election until after one year. In the event of an Elder elected to fill an unexpired term, he may serve no longer than six consecutive years. The term of Elders begins the first Sunday in January. No man can serve simultaneously as an Elder and a Deacon. Should an active Deacon be elected he would vacate his position as Deacon upon assuming the office of Elder.

D. Selection

Each October, the Church will be called to a time of fasting and praying for the purpose of selecting a new Elder(s). In a previously announced service, each Church member will write the name of one man he or she feels would serve well as an Elder. The man who receives the most votes and who is otherwise qualified according to the requirements set forth in this document will be elected. Deacon Officers will assist the Pastor in qualifying nominated Elders.

E. Removal From Office

Any Elder, including the Pastor, may be removed from office if he becomes physically incapacitated, spiritually unqualified, or his inability to serve is established by the remainder of the Elders. Any accusations and/or action against an Elder must be presented to the remaining Elders in accordance with I Timothy 5:19. Removal will be by unanimous decision of the remaining Elders. In the case of a non-voluntary termination of the Senior Pastor, the Elders plus the Chairman of Deacons shall bring a unanimous recommendation to the Church body to that effect.

F. Meetings

Regular meetings of the Elders shall be held each month without call or notice, unless changed by the Elders. Special meetings may be called as deemed necessary. Regular Meetings shall be open to Church members, with the exception of Executive Sessions, and minutes shall be kept and filed.

The Elders shall be in Executive Session when discussing personnel matters, disciplinary matters, or other matters deemed to be confidential by the Elders. Minutes of the Executive session shall only be released by the approval of the Elders.

G. Decisions of Elders

Decisions shall be reached prayerfully and unanimously, in a spirit of humility with each Elder regarding one another as more important than himself.

H. Responsibilities

The Elders Shall:

1. Be responsible for the general oversight of the spiritual welfare of the Church. (Acts 20:28) (I Peter 5:1-3)
2. Be the final authority in interpretation of the Church Bylaws.
3. Resolve all issues/problems presented to them by the Staff, Deacons or Committee Chairmen.
4. Prepare decision papers for all spiritual positions of the Church, as necessary, i.e., qualifications of Church leaders and teachers, vision statement, etc.
5. Periodically review the performance of the Senior Pastor and recommend annual pay adjustments for him to the Personnel Committee.
6. Establish the number of Deacons.
7. Be responsible for orientation and reception of new members.
8. Be responsible for appointing Committee members, Organizational heads, Trustees, Church Clerk and Treasurer. Also they shall exercise general oversight of the standing committees, Church Clerk, Treasurer/Business Manager and Trustees.

I. Officers

The officers of the Elders shall be Chairman (the Senior Pastor), vice-chairman, and other

officers as deemed necessary.

The Pastor shall serve as Moderator of the Church and shall preside at all meetings of the Elders. In his absence, the vice-chairman of Elders shall preside. Duties of other officers shall be established by the Elders.

Section 3. DEACONS

A. Qualifications

1. He shall measure up to the requirements given in I Timothy 3: 8-13; Acts 6:1-4.
2. He shall attend all regular services of the Church, unless hindered by some good reason, which is approved by a good conscience.
3. He shall be a tither, bringing his tithes systematically to the Church for the Lord's work.
4. He shall be evangelistic and missionary in spirit, deeply interested in the salvation of souls at home and abroad.
5. He shall be fully cooperative with the Church, its Pastor, Staff, and spiritual program of advancement.
6. He shall be a man who refrains from destructive criticism of his Church and its Ministerial staff. Willing to settle all difficulties in a quiet manner, without hurting the cause of Christ and His Church.
7. He shall be able to keep in secrecy those things which should not be discussed with others; always keeping foremost the harmonious fellowship of the Church.
8. He shall be a man about whom people should say, "He is a godly man."
9. He shall live a consecrated Christian life bringing no reproach by his conduct on the Church or the cause of Christ.
10. He shall be the "husband of one wife," managing his children and household well. *I Timothy 3:12*

B. Responsibilities

In accordance with the meaning of the work and practice of the New Testament, Deacons are to:

1. Be servants of the Church in general and administer the ordinances in particular.
2. Serve with the Elders in performing Pastoral ministries tasks.
3. Proclaim the Gospel to believers and unbelievers.
4. Care for the Church Members and other persons in the community.
5. Lead the Church to engage in a fellowship of worship, witness, education, ministry, and application; and lead the Church in performing its tasks.

C. Election

Nominations for Deacons will be submitted in writing by the general membership in August. The Deacons and Elders will then present to the Church for election those nominations for office based on willingness to serve and meeting Church and Biblical requirements, after examination by the ordination counsel. Unexpired terms will be filled by action of the Elders.

D. Term of Office

Those elected shall serve a term of three years and shall not be eligible for re-election until one year has lapsed. This does not apply to any Deacon who has served less than a year of an unexpired term of another; in this case that Deacon shall be eligible for election to a full three year term. The term of Deacons begins the first Sunday in October.

E. Honorary Deacons

After having served the West Mobile Baptist Church as an active Deacon for fifteen years, and having reached the age of seventy, a Deacon may be recognized as an Honorary Deacon. He shall have the privilege of attending all Deacons meetings and will be encouraged to enter into discussions, offer suggestions and advice, but will not be eligible to vote. If duly elected, he may serve as a fully voting member of the active Deacons.

F. Deacon Officers

Deacon officers will be Chairman, Vice-Chairman, and Secretary, to be elected at the beginning of each deacon year by the deacon body. They will be responsible for administrating the Church Benevolence fund. They, or, in their absence any Deacon appointed by the pastor, will count votes in all elections. They will assist the pastor in qualifying nominated Elders.

Section 4. CLERK

A. Responsibilities

The Church Clerk shall be responsible for keeping a record of all the actions of the Church except as otherwise herein provided. The clerk is responsible for keeping a register of names of members, with dates of admissions, dismissals or death, together with a record of Baptisms. He/she shall issue letters of dismissal to those Churches making such requests; preserve on file all communications and written official reports; and give legal notice of all meetings where such notice is necessary, as indicated by these By-laws. All Church records are Church property and shall be filed in the Church office.

B. Selection

The Clerk shall be recommended by the Nominating Committee and appointed by the Elders. The Clerk shall serve for three years, January 1st - December 31st, unless terminated either by self or the Elders.

Section 5. TREASURER/BUSINESS MANAGER

A. Responsibilities

It shall be the responsibility of the Treasurer/Business Manager (with the aid of the Church Financial Secretary) to receive, preserve, and pay out in accordance with the Church budget and policy established by the Finance Committee, all money or things of value paid on or

given to the Church. He shall be responsible for initiating annual internal audits on all Church finances, including the Child Development Center, keeping at all times an itemized account of all receipts and disbursements. The Treasurer/Business Manager shall be an ex-officio member of the Finance Committee.

B. Selection

The Treasurer shall be recommended by the Nominating Committee and appointed by the Elders. The Treasurer shall serve for three years, January 1st - December 31st, unless terminated by self or Elders.

In the event the Church hires a Business Manager, his responsibilities will be those of the Treasurer and the position of Treasurer will be vacated.

Section 6. TRUSTEES

A. Responsibilities

Trustees shall hold in trust all Church property and administer all legal transactions. They shall have power to buy, sell, borrow, mortgage, lease or transfer any property of the Church or execute any other legal documents of the Church only on specific authority given by the Church. The Trustees shall review annually and secure adequate insurance on all Church property, and bonding when necessary. They shall see that all important papers are kept in a safety deposit box. Purchase of Real Estate and execution of legal documents require approval by two-thirds vote of the Church members present at any business meeting provided written notice has been given at least one week prior to business meeting.

B. Selection

There shall be three Trustees that shall serve three years, (beginning the first Sunday in January) on a rotating basis with one rotating off and one new member selected annually. Trustees shall be nominated by the Nominating committee and appointed by the Elders.

ARTICLE IV

CHURCH STAFF

This Church shall call or employ such Staff members as the Church shall need. A job description shall be written when the need for Staff members is determined. Ministerial staff members, other than the Senior Pastor, shall be hired by the Pastor with the counsel of the Elders.

Support staff, such as secretaries, custodian, and other paid employees shall be employed by the Elders and Senior Pastor in accordance with established positions and budgetary allowances.

ARTICLE V

CHURCH ORGANIZATIONS

Section 1. GENERAL

All organizations of the Church shall be under Church control. All organizational heads shall be recommended by the Nominating Committee, appointed by the Elders, and report regularly to the Church. The heads of each organization shall staff their organizations as appropriate. It is understood that the pastor is ex-officio head of all organizations and his leadership is to be recognized in their planning and execution.

Section 2. WEST MOBILE CHRISTIAN SCHOOL

West Mobile Baptist Church, Inc. shall establish, own, and operate West Mobile Christian School, not to be confused with West Mobile Baptist Child Development Center, as a fully controlled auxiliary of the Church. The purpose of West Mobile Christian School shall be to administer enrollment, testing, and record-keeping services, along with opportunities for fellowship and extra-curricular activities for families who choose to home school their children and enroll them in the School pursuant to § 16-28-3 of the Code of Alabama, 1975, as amended.

The Elders of West Mobile Baptist Church, Inc., will appoint an administrator for the school and assist him/her in establishing qualifications for admission in keeping with the Statement of Faith of West Mobile Baptist Church, Inc. They will also assist in establishing specific enrollment policies, including setting fees to administer the program. Admission and administration policies will not discriminate on the basis of race, color, or national origin.

ARTICLE VI

COMMITTEES

Section 1. STANDING COMMITTEES

All Standing Committees shall consist of at least six members and shall be appointed for a three year period, (beginning the first Sunday in January), with two members rotating off each year. The committee members shall be recommended by the Nominating Committee and appointed by the Elders.

All committees are empowered to execute their responsibilities in accordance with approved budget and expenditure guidelines without further action by the Church. Article II, Section 2, identifies those matters that must be brought before the Church membership for approval. Other than those matters, each committee shall conduct their business at their discretion; organizing and deciding matters as they deem appropriate, with the Elders having oversight of all committees.

A. Building, Grounds and Equipment Committee

The responsibilities of this committee shall be to repair, improve and insure proper maintenance of all buildings, grounds and equipment.

B. Counting Committee

The Committee shall have the responsibility of counting Tithes and Offerings and depositing the funds in the designated bank. They shall keep an accurate record of proceedings and be accountable to the Finance Committee.

C. Finance Committee

This committee shall meet as needed, and shall have the continuing responsibility of assuring efficient administration of budgeting, financing and accounting. They shall render to the Church a report of receipts and disbursements for the preceding month. They shall prepare and recommend to the Church an annual budget of expenditures based on request furnished by staff, committees and organizations of the Church.

They shall approve expenditures of funds based on the approved budget and upon receipt of proper requisitions. They shall provide opportunity for Church-wide input to development of the annual budget prior to submission to the Church for official adoption.

D. Personnel Committee

It shall be the responsibility of this committee to work with the Pastor and Elders in matters concerning the development of policies and general personnel oversight. This committee in concert with the Senior Pastor and Finance Committee will develop all salary adjustments for the annual budget.

This committee shall research and recommend policies relevant to new staff positions.

E. Child Development Center (CDC) Advisory Committee

The committee shall meet at least quarterly and has the responsibility to assist and advise the CDC Director in the efficient administration of the CDC. The CDC Director shall be an ex-officio member of the committee, in addition to the other six members. The CDC Director shall be employed in the same manner as other Ministerial Staff.

F. Other Committees

Other committees shall be recommended by the Nominating Committee and appointed by the Elders as needed.

Section 2. SPECIAL COMMITTEES

A. Church Council

This committee shall assist the Pastor and Church Staff as necessary in planning the Church calendar. It shall consist of the Pastor, Chairman of Deacons, Vice Chairman of Elders, Organization Heads, Committee Chairmen and others deemed necessary. This committee shall meet as called by the Pastor.

B. Pastor Search Committee

When it is necessary for the Church to secure a Pastor, a Pastor Search Committee of five members shall be elected by the Church. After sufficient notice to the Church family, nominations shall take place by the church members submitting their choice of five names for nominees by secret ballot in a Sunday Morning Service. Tabulation shall be conducted by the Elders and Deacon Officers. The Elders and Deacon officers shall ascertain the ten

highest who are willing to serve and these shall constitute the nominees. A list of these ten nominees shall be made available to the Church at least one week prior to voting. The Church family shall vote on a Sunday morning for five of the ten nominees who shall constitute the Pastor Search Committee and the other five shall serve as alternates.

No two members of the same immediate family shall serve on this committee. The committee shall meet and elect a chairman.

It shall be the duty of the committee to seek prayerfully a Pastor and recommend him, his salary and benefits package to the Church for consideration. They shall be fully responsible for the search procedure and all necessary arrangements for selecting the nominee, moving and installing the new pastor. All approved expenses incurred by this committee shall be paid by the Church. Responsibilities shall commence immediately when elected and end upon installation of the new Pastor.

C. **Interim Pulpit Supply Committee**

Should the Church become pastorless, it shall become the duty of the Personnel Committee, in concert with the Elders, to fill the pulpit with a supply preacher. At the earliest possible date, the committee shall recommend an interim Pastor, his salary and benefits package. With approval of the Elders and Financial Committee, this will be presented to the Church for action.

D. **Nominating Committee**

This committee shall have the responsibility of recommending the Clerk, Treasurer, Organization Heads and Committee Members.

Members of the Nominating Committee shall be appointed by the Elders. This committee shall also consist of six members appointed for three years (beginning first Sunday in January) with two members rotating off each year.

ARTICLE VII

CHURCH FINANCES

As a Church, we adopt the system of proportionate giving (the Tithe as a minimum) as set forth in the New Testament: "Upon the first day of the week, let everyone of you lay by Him in store as God has prospered him".

All funds contributed to the Church by members or others shall be deposited with the Treasurer. These funds shall be appropriated in accordance with the approved budget. The Treasurer/Business Manager shall not pay out any money except as it is authorized in the budget and requisition approved.

The Finance Committee, in concert with the Treasurer/Business Manager, shall exercise general supervision over the financial affairs of the Church. This committee shall serve as council of advice to the Elders, Deacons and the Church on all matters of finance.

All members of the Finance and Counting Committees, the Treasurer and Financial Secretary shall be required to sign a confidentiality statement as prepared and maintained by the Elders.

The Child Development Center (CDC) while under the watch care of the Church, shall be managed under a separate budget and operating policies. It shall be managed by a CDC Director hired as a Ministry Staff person in consultation with the CDC Advisory Committee. The CDC Director shall be paid from the CDC budget rather than the Church budget. The CDC Director shall present a report to the Church at the first business meeting after the end of the CDC's Fiscal year.

ARTICLE VIII DISCIPLINE AND SETTLEMENT OF DISPUTES

The Church shall at all times abide by the Scriptural methods and spirit for handling matters of discipline (Matthew 5:23-24 and Matthew 18:15-16).

The Church shall look to the Elders for effective functioning and discipline. In any dispute arising among Church members, Pastors, or Staff pertaining to any matters of spiritual teaching or practices, church finances, property purchased with church contributions, or other matters forwarded to the Elders under provisions of Article III, 2, H; the dispute shall be resolved by the Elders of the Church. Disputes shall include the removal of Deacons, Committee Members, Organization Heads and other voluntary help who no longer meet qualifications.

ARTICLE IX AMENDMENTS

These By-Laws may be amended by a two-thirds vote of the Church members present at

any regular business meeting of the Church provided written notice has been given at least thirty days prior to the business meeting. This written notice may be given in the Church bulletin.

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