

CONSTITUTION AND BY-LAWS

OF

CALVARY BAPTIST CHURCH OF GASTONIA, INC

CONSTITUTION

ARTICLE I. NAME

This Church shall be known as Calvary Baptist Church of Gastonia, Inc. located in Gastonia, North Carolina.

ARTICLE II. PURPOSE

The purpose of this body shall be to provide regular opportunities for, and the guidance of, people in public worship of God in Jesus Christ; to endeavor to sustain the standard of the New Testament Church in the observance of the ordinances, doctrines and ethics; to preach the Word of Salvation in Jesus Christ and the Gospel of Revelation in Him; and to channel its offerings to the support of the advancement of God's Kingdom.

The purpose of Calvary Baptist Church is to seek and to win the lost by:

1. Ministering to Church and community families.
2. Encouraging and training members to minister.
3. Developing a prayer network.

Knowing that sacrificial commitment of our time, talents, and monies will be necessary. This Mission Statement shall be evaluated at least every ten years.

ARTICLE III. ARTICLES OF FAITH

Section 1. THE SCRIPTURES: We believe the Holy Scriptures of the Old and New Testaments to be the Bible, "as it is in truth, the Word of God..." (I Thessalonians 2:13). We believe in verbal, plenary inspiration in the original writings, and God's preservation of His pure words to every generation (II Timothy 3:16).

Section 2. GOD: There is one and only one, living and true God; an intelligent, spiritual, and personal Being, the Creator, Preserver, and Ruler of the universe, infinite in holiness and all other perfections, to whom we owe the highest love, reverence, and obedience. (Genesis 1:1 & Hebrews 11:6).

Section 3. JESUS CHRIST: We believe that the Lord Jesus Christ is the eternal Son of God. He became man, without ceasing to be God, having been conceived by the Holy Spirit and born of the Virgin Mary, in order that He might reveal God and redeem sinful men (John 1:1-2). We believe that the Lord Jesus Christ accomplished our redemption through His finished work on the cross and that our justification is made sure by His literal, physical resurrection from the dead (Romans 3:24-25). We believe that the Lord Jesus Christ will

return to take those home who have placed their faith and trust in him (1 Thessalonians 4:13-18).

Section 4. THE FALL OF MAN: Man was created by the special act of God, as recorded in Genesis. (Genesis 1:27 and Genesis 2:7). We believe that man was created in the image and likeness of God, but that in Adam's sin the race fell, inherited a sinful nature, and became alienated from God; and that man is totally depraved, and, of himself, utterly unable to remedy his lost condition (Genesis 1:26-27; Romans 3:22-23).

Section 5. THE WAY OF SALVATION: We believe that the clear message of salvation is "repentance toward God and faith toward our Lord Jesus Christ" (Acts 20:21). We believe that salvation is "by grace". We believe that men are justified by faith alone and are accounted righteous before God only through the merit of our Lord and Savior Jesus Christ. (Ephesians 2:8-9). We believe that all the redeemed, once saved, are kept by God's power and are thus secure in Christ forever. We believe that eternal life is the present possession of every believer (John 6:37-40).

Section 6. THE CHURCH: We believe that the Church, which is the body and the espoused bride of Christ, is a spiritual organism made up of all born-again persons of this present age which began with Christ and the Apostles, was empowered at Pentecost, and will be caught up to be with Christ at the Rapture (Ephesians 1:22-23). We believe that the establishment and continuance of local churches is clearly taught and defined in the New Testament Scriptures (Acts 14:27). We believe in the autonomy of the local church free of any external authority or control (Acts 13:1-4).

Section 7. THE ORDINANCES OF THE CHURCH: We recognize the ordinances of baptism by immersion in water and the Lord's Supper as a Scriptural means of testimony for the Church in this age (Matthew. 28:19-20; Acts 2:41-42, 18:18; I Corinthians 11:23-26).

Section 8. BIBLICAL SEPARATION: We believe that all the saved should live in such a manner as not to bring reproach upon their Savior and Lord; and, that separation from all religious apostasy, all worldly and sinful pleasures, practices and associations is commanded of God (II Timothy 3:1-5).

Section 9. THE RETURN OF CHRIST: We believe the "Blessed Hope" of our Lord's return is literal, personal, visible, imminent, pre-millennial, and pre-tribulation. He will rapture His Church prior to the seven years of tribulation, and at the end of the tribulation Christ will return with His saints to rule and reign over the earth for 1,000 years. After the 1,000 year reign, Christ will establish the New Heaven & New Earth, for the old heaven and earth are passed away (Rev. 21:1, I Thessalonians 4:13-18; Titus 2:13; I Thessalonians 1:10; Revelation 3:10).

Section 10. **OUR ETERNAL STATE:** We believe in the bodily resurrection of all men, the saved to eternal life, and the unsaved to judgment and everlasting punishment (Matthew 25:46, Revelation 20:5-6, 12-13). We believe that the souls of the redeemed are, at death, absent from the body and present with the Lord, where in conscious bliss they await the first resurrection, when spirit, soul, and body are reunited to be glorified forever with the Lord. (Luke 23:43, Revelation 20:4-6).

We believe that the souls of unbelievers remain, after death, in conscious misery until the second resurrection, when with soul and body reunited they shall appear at the Great White Throne Judgment, and shall be cast into the Lake of Fire, not to be annihilated, but to suffer everlasting, conscious punishment (Luke 16:19-26, Revelation 20:1).

Section 11. **THE LORD'S DAY:** The first day of the week is the Lord's Day. It is a Christian institution for regular observance. It commemorates the resurrection of Christ from the dead and should be employed in exercise of worship and spiritual devotion, both public and private. With the exception of works of necessity and works of mercy, believers should refrain from amusements and rest from secular employment and duties. (Matt. 28:1-6, John 20:1, Rev. 1:9-11).

Section 12. **EVANGELISM AND MISSIONS:** It is the obligation of every Christian man and woman to love the Lord your God with all your heart, soul, mind and strength and to love your neighbor as yourself. Therefore, it is the duty of every Christian and every Church of Christ to seek to extend the gospel, locally and to the ends of the earth. (Matthew 22:36-40, Mark 12:29-31, Matthew 28:19-20, Mark 16:15-16; 16:19-20).

Section 13. **STEWARDSHIP:** God is the source of all blessings, temporal and spiritual; all that we have and are, we owe to Him. We are, therefore, under obligation to serve Him with our time, talents, and material possessions; and should recognize all these as entrusted to us to use for the glory of God and helping others. Christians should cheerfully, regularly, and liberally contribute of their means to advancing the Redeemer's cause on earth (Mal. 3:8-10).

Section 14. **THE KINGDOM:** The Kingdom of God is the reign of God in the heart and life of the individual in every human relationship, and in every form and institution of organized human society. The chief means of promoting the Kingdom of God on earth are preaching the gospel of Christ, and teaching the principles of righteousness contained therein and building a personal, passionate devotion to God, to Jesus Christ, and the Holy Spirit (maturity). The Kingdom of God will be complete when every thought and will of man shall be brought into captivity to the will of Christ. It is the duty of all of Christ's people to pray and labor continually that His Kingdom may come and His will be done on earth as it is done in Heaven. (Matt. 4:23, Luke 12:32, I Cor. 15:24, Heb. 12:28).

ARTICLE IV. CHURCH COVENANT

Our Covenant is as follows:

Having been led, as we believe, by the Spirit of God, to receive the Lord Jesus Christ as our Savior 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 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 sustain its worship, ordinances, discipline, and doctrines.

To contribute cheerfully and regularly to the support of the Ministry, to the expenses of the Church, the relief of the poor, and the spread of the gospel through all nations.

We also engage to maintain family and secret devotions; to religiously educate our children; to seek the salvation of our kindred and acquaintances.

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; 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; and to aid each other in sickness and distress; to cultivate Christian sympathy in feeling and Christian 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 V. MEMBERSHIP

Section 1. CONSTITUENCY: The membership of this Church shall consist of persons who have given evidence of acceptance of Jesus Christ as their personal Savior; who have been baptized by immersion; and who have been received by vote of the church.

Section 2. ADMISSION OF MEMBERS: All persons must present themselves to the Church for membership.

A. **Profession of Faith:** Persons who have been convicted by the Holy Spirit and have made their decision to accept and follow the Lord Jesus Christ public by presenting themselves to the Church and who request membership in this Church may be accepted under watch-care awaiting baptism by immersion. Persons uniting with the Church by baptism will be provided with new member training and orientation before being added to the Church role.

B. **Letter and Statement:** Members of other churches of Christian faith who have been baptized by immersion may be received by vote of the Church upon receipt of

letters of transfer from their respective churches, or upon a statement satisfactory to the Church. Such person will receive new member training and orientation as mutually agreed upon by them and the Pastor. Any deviations from stipulations set forth in Section 2 will be only in cases of extreme circumstances, and in such cases the decision shall be made by the Church.

NOTE: Individuals with physical disabilities or limitations, who are unable to be immersed, may become a member of the Church at the discretion of the Pastor.

Section 3. VOTING RIGHT: In considering the rights involved, active members only, may act and vote in the transactions of the Church. New converts in Christ are considered to be in watch care status for a period of six (6) months after joining the Church. Voting rights are not extended to watch-care members.

Section 4. TERMINATION OF MEMBERSHIP: All requests for withdrawing from this fellowship shall be presented in a proper manner.

A. Transfer of Letter: Letters of transfer may be granted upon request to any missionary Baptist Church for members in good standing. When letters are granted, by vote of the Church, membership in this Church will terminate.

B. When a member of this Church joins a Church of a different faith, membership in this Church will terminate; and it will be in order to delete the name from the Church roll by vote of the Church.

C. Members, who no longer wish to be associated with the Church, may send a personal letter to the Church asking that their name be removed from the roll.

D. Members who have been absent from regular worship services for a period of three (3) years, without a valid reason, will be sent a letter from the Church Clerk to request permission to remove the member's name from the Church roll.

Section 5. DISCIPLINE: In no case shall any disciplinary action be taken, except such that be deemed necessary by the Church.

A. Inactive Roll: Any member who, for a period of one (1) year, neglects or refuses to support the Church by attendance or giving, unless prevented by some reasonable excuse, such as sickness or inability, may be placed on the inactive roll, after the Pastor and/or Deacon has made every reasonable effort to restore fellowship.

B. Withdrawal of Fellowship: If any member shall purposely disclaim Christ in his actions and attitude, and after every Christian effort to reason with such member has been exhausted, the Church may withdraw fellowship (Matthew 18:15).

ARTICLE VI. MEETINGS

Section 1. Regular meetings shall be provided for the purpose of Christian worship, teaching, training, ministering, and fellowship.

Section 2. This Church shall hold regular conferences at which time the material and spiritual conditions of the Church will be discussed and plans projected for progress in Kingdom endeavors.

Section 3. The Church may be called into special business session when necessary.

Section 4. Other meetings of the Church as a whole or groups of the Church shall be set according to the needs and wishes of the Church or portion of membership affected.

Section 5. All meetings of the Church or groups thereof not set forth in the Church calendar shall be cleared through the Church office to avoid conflict with a previously scheduled meeting.

ARTICLE VII. CHURCH ORGANIZATION

The program of this Church shall be divided into two (2) areas: Organizational and Administrative. The Pastor shall serve as advisor and administrative official of both areas but may have such officers working under him as are deemed necessary by the Church.

Section 1. ORGANIZATIONAL: This area shall be composed of the organizations established by the Church for the purpose of fulfilling the teaching, training, missions, witnessing, and worshipping ministries of the Church.

Section 2. ADMINISTRATIVE: This area shall be composed of all committees and officers elected by the Church for the purpose of fulfilling the administrative functions of the Church.

ARTICLE VIII. CHURCH OFFICERS

Section 1. MAJOR OFFICERS: The officers of this church shall be a Pastor and other Vocational Leaders as needed, Deacons, Trustees, Treasurer, Historian, Sunday School Director, Discipleship Training Director, Baptist Men's Director, Women On Mission Director, Church Nursery Coordinator, and Media Library Director.

Section 2. VOCATIONAL LEADERS: As the need arises the Church may call a Minister of Music, Education, Youth, or such other professional workers as may be needed. Job descriptions shall be reviewed by the Personnel Committee and updated as deemed necessary.

ARTICLE IX. GENERAL AND MISCELLANEOUS

Section 1. AFFILIATION WITH ASSOCIATION AND CONVENTION:

A. The Church is a member of the Greater Gaston Baptist Association, North Carolina State Baptist Convention and Southern Baptist Convention, and shall strive to actively participate in its program through our duly elected messengers and our

support of the causes which these organizations represent.

B. The Church may withdraw from affiliation with the Greater Gaston Baptist Association in order to join another Baptist Association of like faith and order by a majority vote of the members present at any Church conference.

C. The Church may withdraw from affiliation with the association and/or conventions by a vote of two-thirds (2/3) of the Church membership at a special called conference. Each member shall be notified by mail at least fifteen (15) days prior to such conference. In event such action is taken for the purpose or intent of deviating from the nature of a Missionary Baptist Church and vote is less than one hundred percent (100%) of the Church membership, the entire property and use of same shall be vested in that portion of the membership which shall agree to continue to use the property for the purpose for which it was originally secured and used to that time.

Section 2. LICENSE AND ORDINATION: The Church reserves the privilege of licensing and/or ordaining such persons from among its membership who express a desire to enter a religious vocation. The Pastor is responsible for enlisting persons to serve on a council to examine each candidate.

Section 3. SECULAR MEETINGS: No meetings of a secular nature shall be held in any of the Church buildings or on the Church property unless authorized by the Church.

Section 4. SYSTEM OF FINANCE: The Church shall operate financially by the Unified Budget System. Offering envelopes shall be supplied to each member of the Church and Sunday School, and envelopes containing offering may be collected through Sunday School or Worship Services. All offerings shall go into the Church treasury and no part of the same shall be withheld by any Sunday School class or any other organization which might collect such offerings intended for the Church. A statement of contributions shall be given to each contributor by January 31 following calendar year end.

A. Designated Gifts: Gifts may be designated and such gifts shall be faithfully forwarded to the agency or fund so specified.

B. Special Offerings and Campaigns for Funds: No campaign for funds (of any kind) shall be promoted within the Church except by authority of the Deacons or of the Church in conference.

ARTICLE X. ADOPTION AND AMENDMENTS

Section 1. This Constitution shall be considered adopted and in immediate effect if and when two-thirds (2/3) of the members present at the business meeting, at which vote is taken, shall vote in favor of same.

Section 2. This Constitution may be amended, altered, or repealed by a two-thirds (2/3) vote of the members present at any regular business meeting of the Church; provided, however, that such amendments, alteration, or repeal be presented to the Church in printed form at least two (2) weeks prior to the time the vote is taken.

Section 3. The adoption of this Constitution shall affect a repeal of all previously adopted rules and governing regulations which may appear in Church minutes, constitution and/or by-laws.

BY-LAWS

ARTICLE 1. MEETINGS

Regular Church conference shall be held on the third (3rd) Sunday of each quarter following the regular evening worship hour. Quarterly conference can be changed at the discretion of Pastor and Deacons when there is a conflict with special holidays/programs. (i.e: Easter, VBS, etc.). All other Church meetings shall be set at the discretion of the Church and emergency conferences can be called by the Pastor and Deacons in extreme cases when deemed necessary. The Chairman of the Deacons shall serve as moderator of all business sessions of the Church. In his absence, or upon his request, the Vice Chairman of the Deacons shall serve. In the absence of both, any active Deacon may serve. The quorum shall consist of those members who attend the business meeting, provided it is a stated meeting or one that has been properly called. Robert's Rules of Order (Revised) shall be the method by which this Church does its business.

ARTICLE II. CHURCH OFFICERS

Section 1. PASTOR : Whenever a vacancy occurs, a Pastor shall be called by the Church to serve until the relationship is dissolved at the request of either the Pastor or the Church. In either case, at least a thirty (30) day notice shall be given of termination of the relationship, unless otherwise mutually agreed, with both Pastor and the Church seeking to follow the will of God and leadership of the Holy Spirit.

A Pastor Search Committee will be chosen by the congregation with nominations coming from the floor. The call of the Pastor shall take place at a meeting especially set for that purpose of which at least one (1) week notice has been given to the membership. This election shall be upon the recommendation of the special committee appointed to seek out and nominate as Pastor, a minister of the Gospel, whose Christian character and qualifications fit him for the office of Pastor of this Church. The committee shall bring only one (1) name at a time for consideration of the Church, and no nomination shall be made except that of the committee. Election shall be by ballot with an affirmative vote of three-fourths (3/4) of those present and voting necessary for a call. Should the one recommended by the committee fail to receive a three-fourths (3/4) vote, the committee shall be instructed to seek out another minister, and the meeting shall be adjourned without debate.

Long-term Sickness: If sickness occurs, the Pastor will be paid full salary and benefits for a ninety (90) day period. After the ninety (90) day period is over, the Deacons shall bring a recommendation to the Church regarding additional time. After such time is over, the Deacon Board shall reevaluate the situation to see if additional time is recommended.

Crisis Resolution: If a problem should arise between the Pastor (or his wife/immediate family) concerning the Church members, the Deacon Board shall meet to resolve the situation. After proper Biblical steps have been taken and no resolution has been decided, the Deacons shall recommend that the Church contact a Crisis Resolution Team outside the Church or from the Southern Baptist Convention.

Dismissal: Should a situation occur which results in discussions of the Pastor's dismissal, upon the full recommendation of the Deacon Board, a motion will be made to the Church seeking the dismissal of the Pastor. The Church will be given a thirty (30) day written notice of a called business meeting for a dismissal vote by secret ballot. The

dismissal of the Pastor requires a three-fourths (3/4) affirmative vote of the members present. Upon passing of the dismissal motion, the Pastor shall turn in all keys and Church property at that time.

Resignation: The Pastor is to give the Church at least a thirty (30) day notice, upon his decision to resign. The Deacon Board shall, at that time, evaluate whether or not the Pastor should continue his Pastoral duties and make their recommendation to the church. If Deacon Board determine that it is not in the best interest of the Church for the Pastor to continue his Pastoral duties, he shall turn in all keys and Church property at that time. The Church shall continue to pay the Pastor's salary and benefits during this thirty (30) day period.

Section 2. OTHER VOCATIONAL LEADERS: Whenever a vacancy occurs, a Vocational Leader shall be called by the Church to serve until the relationship is dissolved at the request of either the Vocational Leader or the Church. In either case, at least a thirty (30) day written notice shall be given of termination of the relationship, unless otherwise mutually agreed, with both Vocational Leader and the Church seeking to follow the will of God and leadership of the Holy Spirit.

A Search Committee will be chosen by the congregation with nominations coming from the floor. The call of the Vocational Leader shall take place at a meeting especially set for that purpose of which at least one (1) week notice has been given to the membership. This election shall be upon the recommendation of the special committee appointed to seek out and nominate an individual whose Christian character and qualifications are appropriate for the vacant position. The committee shall bring only one (1) name at a time for consideration of the Church, and no nomination shall be made except that of the committee.

Election shall be by ballot with an affirmative vote of three-fourths (3/4) of those present and voting necessary for a call. Should the one recommended by the committee fail to receive a three-fourths (3/4) vote, the committee shall be instructed to seek out another nominee, and the meeting shall be adjourned without debate.

Long-term Sickness: If sickness occurs, the Vocational Leader will be paid full salary and benefits for a ninety (90) day period. After the ninety (90) day period is over, the Deacons shall bring a recommendation to the Church regarding additional time. After such time is over, the Deacon Board shall reevaluate the situation to see if additional time is recommended.

Crisis Resolution: If a problem should arise between the Vocational Leader (or his/her spouse/immediate family) concerning the Church members, the Personnel Committee shall meet to resolve the situation. After proper Biblical steps have been taken and no resolution has been decided, the Deacons shall recommend that the Church contact a Crisis Resolution Team outside the Church or from the Southern Baptist Convention.

Dismissal: Should a situation occur which results in discussions of the Vocational Leader's dismissal, upon the recommendation of the Personnel Committee and Deacon Board, a motion will be made to the Church seeking dismissal of the Vocational Leader. The Church will be given a thirty (30) day written notice of a called business meeting for a dismissal vote by secret ballot. The dismissal of the Vocational Leader requires a three-fourths (3/4) affirmative vote of the members present. Upon passing of the dismissal motion, the Vocational Leader shall turn in all keys and Church property at that time.

Resignation: The Vocational Leader is to give the Church at least a thirty (30) day notice, upon his/her decision to resign. The Personnel Committee shall, at that time, evaluate whether or not the Vocational Leader should continue his/her duties and make their

recommendation to the Deacon Board. If the Personnel Committee and Deacon Board determine that it is not in the best interest of the Church for the Vocational Leader to continue his/her duties, he/she shall turn in all keys and Church property at that time. The Church shall continue to pay the Vocational Leader's salary and benefits during this thirty (30) day period.

Section 3. DEACONS: The qualifications for Deacons shall be as follows:

1. Acts 6 and 1 Timothy 3 shall be the standard of judgment of all Deacons and every Deacon should at all time consider himself a servant of the Church.
2. Must be an active member of this Church for more than one (1) year. Active member is defined as attending at least three fourths (3/4) of the worship services of the Church and contributing regularly to the support of the Church.
3. Must be at least twenty one (21) years of age.
4. Must be an example in stewardship (example: time, talents and tithes).

The Church shall have an active Board of Deacons consisting of at least nine (9) members if available. One (1) more Deacon may be added to the active board for each additional thirty-five (35) members or any part thereof added to the Church role in excess of three hundred (300) resident members. The rotating plan shall be employed, under which a Deacon is elected to the active board for a period of three (3) years and then retire to the inactive board for a period of at least one (1) year before being eligible for recall to the active board. The Chairman of the Deacons shall be elected within the board, as the first (1st) item of business during the first (1st) regular meeting of the fiscal year.

Deacons shall be selected during the month of August. The Church shall be notified through the newsletter and the bulletins in July of the Sunday on which this is to occur. The Church shall be asked to make this a matter of serious prayer. Then on the specified Sunday, the Church will write in the names of those whom they feel led to nominate to serve as a Deacon by secret ballot. A tally committee consisting of the Chairman, Vice-Chairman, and Secretary of the Deacon Board will count the ballots and will be responsible to approach the individuals receiving the highest number of votes, informing them of the Church's desire and expectations placed upon them as Deacons, based on the qualifications as defined in paragraph one. The Church will be informed of those who accept the nomination as quickly as possible.

A person received into this Church who is an ordained Deacon in good standing shall be recognized as an inactive Deacon in this church and he shall be eligible for election to the active Deacon Board after one (1) year and on the same basis as any other inactive Deacon. No paid staff member shall be eligible for election as Deacon. In the event of a vacancy (death, resignation, etc.) the Deacon Board shall appoint, from inactive Deacons, a replacement for the remainder of the term.

If the remainder of the term is three (3) months or less, it will be at the discretion of the Deacon Board as to whether this vacancy will be filled or to wait until the next Deacon election.

A list of inactive Deacons shall be kept on file in the Church office.

Should a situation occur which results in discussions of a Deacon's dismissal from

active service, upon the full support of the members of the Deacon Board not involved in the situation, the Deacon will be informed that he is no longer in good standing and his term shall end immediately. If, at a later date, that Deacon is nominated to serve as an active Deacon, the Deacon Board will review the situation and make a decision regarding eligibility to serve.

Section 4. TRUSTEES: The Church shall elect at least three (3) members to serve as Trustees. Trustees are elected by the Church upon recommendation by the Nominating Committee. Their term of office shall be for three (3) years with one-third (1/3) of the number elected each year. Vacancies may be filled at any time with the one (1) elected filling out the unexpired term of the one (1) whose vacancy is being filled. Having served as a Trustee during a previous term will not disqualify a member for re-election.

The Trustees shall, as provided by law and the action of the Church, hold in trust the title to all property of the Church and shall represent the Church in all matters of legal responsibility regarding the purchase, improvement and disposal of Church property. They shall execute all legal papers relating to the Church and to the community as the Church may direct. They shall have no power to buy, sell, mortgage, lease, or transfer any property of the Church without a specific vote of the Church authorizing such action; neither shall they have any control over the use of the Church property except by vote of the Church.

Section 5. CLERK: The Clerk shall be elected annually by the Church upon recommendation by the Nominating Committee. Records shall be presented in order to the Church office for permanent filing. It shall be the Clerks duty to attend, or be represented at, all Church business meetings; to keep an accurate record of all business transactions; and to prepare the annual associational letter. The Clerk shall issue letters of transfer as authorized by the Church. It shall also be the duty of the Clerk to see that an accurate roll of the Church membership is kept with dates and methods of admission and dismissal, change in name, correct mailing addresses and other pertinent information. The Clerk shall make a report at each quarterly conference.

Section 6. TREASURER: The Treasurer shall be elected annually by the Church upon recommendation by the Nominating Committee. It shall be the Treasurer's duty to maintain general oversight of the budget. The Treasurer will oversee all bank balances and disbursements made by the Church office. It shall be the Treasurer's duty to review an itemized account of all receipts and disbursements. The Church's books, records, and accounts shall be considered the property of the Church. The Church's books are subject to an audit annually or as arranged by the Church. The Treasurer shall, upon invitation, meet with the Deacons, and shall be a member of the Finance Committee. A printed financial report shall be presented to the Church monthly.

Section 7. OTHER OFFICERS: The Sunday School Director, Discipleship Training Director, Baptist Men's Director, Women On Mission Director, Church Nursery Coordinator, and Media Library Director are elected annually by the Church upon recommendation by the Nominating Committee.

ARTICLE III. ORGANIZATIONS

Section 1. SUNDAY SCHOOL: The purpose of the Sunday School is to reach people for

Christ and encourage Church membership; and to lead them through life-changing Bible study to grow in worship, witness, and ministry. Our purpose is to seek God's presence, to worship His name, and to be open to His touch upon our lives.

Section 2. WOMEN'S MISSIONARY UNION: Women On Missions (WOM) helps involve Church members in missions by providing age-level mission organizations that lead people to:

1. **Support** missions work being done by missionaries, nationals, and volunteers.
2. **Experience** missions personally through ministry and witness.
3. **Develop** mission awareness.
4. **Nurture** lifestyles which reflect commitment and obedience to the Great Commission.

WOM also has a responsibility to provide opportunities for all Church members to be aware of and involved in missions. The entire Church family, or Church wide audience, includes:

1. **The Congregation** as a whole.
2. **Targeted Audiences** within the Church.
3. **Small Groups** of people in the Church with similar interests and needs.

Section 3. BROTHERHOOD: Baptist Men help involve Church members in missions by assisting in age-level mission organizations that lead people to:

1. **Support** missions work being done by missionaries, nationals, and volunteers.
2. **Experience** missions personally through ministry and witness.
3. **Develop** missions awareness.
4. **Nurture** lifestyles which reflect commitment and obedience to the Great Commission.

Baptist Men also have a responsibility to assist in opportunities for all Church members to be aware of and involved in missions. The entire Church family, or Church wide audience, includes:

1. **The Congregation** as a whole.
2. **Targeted Audiences** within the Church.
3. **Small Groups** of people in the Church with similar interests and needs.

Section 4. DISCIPLESHIP TRAINING: The purpose of Discipleship Training has a two-fold emphasis. First, it is to reach out to new believers by providing opportunities for them to develop spiritually. One of the keys is enabling them to establish a growth pattern that is constant and focused on becoming Christ-like. Second, Discipleship Training is to provide opportunities for believers to become equipped to carry out ministries they feel called to pursue. If we are to grow spiritually, then discipleship must be a priority.

Section 5. MEDIA LIBRARY: The purpose of the Media Library is to provide materials that help people develop their Christian faith and fulfill their calling as children of God. It will contain media for all audiences within the Church, as well as those in our community.

ARTICLE IV. STANDING COMMITTEES

Section 1. ELECTION OF COMMITTEES: Prior to the new Church year the Nominating Committee will nominate to the Church persons to serve for the succeeding year as members on the standing committees. Committees are set up on a three (3) year rotation. One third (1/3) will rotate off each year (unless the Nominating Committee feels led to ask them to serve another, three (3) years). Ample opportunity shall be provided by the moderator for nominations from the floor of persons to any and all committees before vote is taken.

Section 2. NOMINATING COMMITTEE: The Nominating Committee shall consist of five (5) elected members plus seven (7) additional members, namely, Pastor, Deacon Representative, Sunday School Director, Baptist Men's Director, Women On Mission Director, Discipleship Training Director, and Minister of Education. The purpose of the committee is to seek teachers and officers for the Church year in an orderly and systematic method through the leadership of the Holy Spirit. This committee will have no responsibility as to selection of staff positions. Prior to the April Church conference the current year nominating committee will recommend to the Church five (5) members to serve for one (1) year. They will meet as needed to fill positions for the upcoming Church year and to fill vacancies created by death, failure to be active in one's responsibility, or other necessary reasons. A Chairman will be elected by the committee who will submit the new slate of teachers and officers to the Church at the designated business meeting prior to the new Church year. Leaders for the Women on Mission and Baptist Men will be selected by the organizations and presented to the Nominating Committee. They will become members of the Nominating Committee and will participate in the scheduled meetings. They will also fill their slate of officers in their respective organizations and present these to the Nominating Committee to be added to the new Church officers and teachers. The Sunday School Director will work with the Nominating Committee in selection of the teachers and officers for the Sunday School using their knowledge of existing needs to make recommendations. The Music Director will also submit his/her list of directors and officers for the music organization. The Media Library Director will submit his/her list of directors and librarians.

Section 3. CHURCH COUNCIL: The Church Council shall consist of Pastor and all other professional staff members along with the department heads: Sunday School Director, Discipleship Training Director, Baptist Men's Director, Women On Mission Director, and Committee Chairs as requested by the Pastor. The Council shall have the responsibility for developing an adequate program by suggesting objectives and setting goals in order to carry out the mission of this Church. They shall assign each organization of the Church particular responsibilities in order to meet the objectives. The Pastor shall be the Chairman of the Council and shall call meetings when necessary.

Section 4. BUDGET & FINANCE COMMITTEE: The Budget & Finance Committee shall consist of six (6) elected members, plus the Pastor, Treasurer, and the Chairman of the Deacons. At such time as the new budget is being prepared, the Sunday School Director, Discipleship Training Director, Women on Mission Director, Baptist Men's Director, Music Director and Minister of Youth will submit their budget request form to the committee. The Budget & Finance Committee may request additional information from the department heads and organizational leaders. The committee shall call a meeting during the first (1st) week

following the start of the new Church year for the purpose of electing a chairman and other officers as needed as well as setting the program and responsibilities of the year. The purpose of the Budget & Finance Committee shall be to carefully study the financial program of the Church, and present to the Church, for adoption, any programs of finance that it deems wise, with methods and plans for increasing gifts to the Church, and shall present a comprehensive budget for all Church funds. The Budget & Finance Committee shall hold regular quarterly meetings to study the last quarter's financial records and to make recommendations as needed, to the Church, concerning re-arranging the budget or shifting of budget items. In case of any questions arising concerning the disbursement of any budgeted item or funds, the Budget & Finance Committee shall make the decision as to whether the disbursement shall be made or whether the Church needs to make that decision in a business meeting.

Section 5. TELLER COMMITTEE: The Teller Committee shall consist of three (3) elected members plus Sunday School Secretary and Sunday School Director. The purpose of this committee is to account for the funds that come into the church through the Sunday School as well as the general offerings for both morning and evening worship services and make deposits.

Section 6. PERSONNEL COMMITTEE: The Personnel Committee shall consist of the Deacon Chairman, the Deacon Vice-Chairman, the Deacon Secretary, the Pastor, and one (1) person from the congregation, chosen by the Deacons. This committee is to be chosen at the first (1st) Deacon's meeting of the Church year. The overall purpose of this committee is to deal with matters related to the staff of the Church, including all part-time and full-time employees. The committee shall call a meeting during the first (1st) week following the start of the new Church year for the purpose of setting the program and responsibilities of the year.

Section 7. RECREATION COMMITTEE: The Recreation Committee shall consist of nine (9) members proposed by the Nominating Committee and elected by the Church. The committee shall call a meeting during the first (1st) week following the start of the new Church year for the purpose of electing a chairman, other officers as needed and setting the program and the responsibilities for the year. The Recreation Committee seeks to serve the entire Church in seeing that all recreation activities sponsored by the Church or any organizational unit are properly planned and that they contribute to the ultimate objective of the Church.

Section 8. WELCOME COMMITTEE: The Welcome Committee shall consist of thirteen (13) elected members twelve (12) rotating, and one (1) chairperson selected by the nominating committee. The committee shall call a meeting during the first (1st) week following the start of the new Church year for the purpose of setting the program and responsibilities for the year. This committee is to greet the people of the Church as they arrive for Sunday School and Worship Services.

Section 9. BENEVOLENCE COMMITTEE: The Benevolence Committee shall consist of the Pastor, the Women on Mission Director, the Baptist Men's Director, two (2) Deacons, and one (1) person from the congregation chosen by the Deacons. The purpose of the Benevolence Committee is to handle all charitable needs that may come to the attention of

the Church. Unless the need is extreme, all matters will be kept confidential within the committee. The record of help shall be kept by the Church Secretary. If the need is unusually great, the Church shall be notified of it. The committee shall decide how to deal with the situation. The Pastor is allowed a \$75.00 limit on handling items of need that may come to the Church through the week without contacting the other members of the committee unless the Pastor deems it necessary. Note: Seasonal needs (Christmas, Thanksgiving) shall be the responsibility of the missions organizations.

Section 10. BUILDING & GROUNDS COMMITTEE: The Building & Grounds Committee is appointed by the Deacons. It shall consist of three (3) Deacons and two (2) members at large. The purpose is to administer normal maintenance operations and repairs to the Church in matters related to properties administration, through regular inspection, and make recommendations to the Church concerning major repairs and improvements that exceed \$1,000 dollars. The Building/Grounds Committee may enlist volunteers as necessary.

Section 11. MUSIC COMMITTEE: At the discretion of the Minister of Music, a Music Committee may be formed. The Music Committee may consist of the leaders of the various choirs, accompanist(s), choir president, and a congregational representative. The purpose of the Music Committee is to promote the ministry of the gospel through music and drama by providing and planning for the ongoing improvement of the music department as a whole, so that we might honor God in our praise and worship.

Section 12. FOOD COMMITTEE: The Food Committee consists of nine (9) elected members (two (2) of which are co-chair persons). The two (2) co-chair persons shall preside over two (2) equally divided groups consisting of the ladies of Calvary Baptist Church. The committee shall call a meeting during the first (1st) week following the start of the new Church year for the purpose of setting the committee duties and responsibilities for the year. The purpose of the Food Committee is to assess food needs in time of death of Church members, their family and other specially designated persons to insure the needs are met, in accordance with established Food Committee guidelines.

Section 13. FLOWER COMMITTEE: The Flower Committee shall consist of six (6) elected members. The committee shall call a meeting during the first (1st) week following the start of the new Church year for the purpose of electing a Chairman and other officers as needed as well as setting the program and responsibilities of the year. The Flower Committee's principal function is to be responsible for securing, arranging, and disposing of floral arrangements for church services and to decorate the sanctuary for special occasions (Christmas, Easter, Thanksgiving, revivals, etc.). This committee is to work closely with the Church office in the scheduling of flowers and the payment of such.

Section 14. USHER COMMITTEE: The Usher Committee shall consist of eighteen (18) elected members: one (1) Chairman selected by the Nominating Committee, two (2) Assistant Chairpersons, fifteen (15) ushers; therefore, each Chairman will have a group of six (6). The committee shall call a meeting during the first (1st) week following the start of the new Church year for the purpose of setting the program and responsibilities of the year. The Usher Committee members are to greet Church members, visitors, and special guests when they enter the sanctuary at any service with a friendly smile helping them to feel welcomed to our Church.

Section 15. KITCHEN COMMITTEE: The Kitchen Committee shall consist of nine (9) elected members. The Church Hostess is to serve as chairman of this committee. The purpose of the Kitchen Committee is to assist the Church in administering its food services effectively. The committee is in charge of all kitchen activities for both the family life center and fellowship hall. All scheduled functions must be co-coordinated through the Church office. Any use of the family life center and fellowship hall by non-members should be cleared through the Church office.

Section 16. BAPTISMAL COMMITTEE: The Baptismal Committee consists of six (6) members: three (3) men and three (3) women, plus the Pastor and Custodian. The committee shall call a meeting during the first (1st) week following the start of the new Church year for the purpose of electing a chairman, and other officers as needed as well as setting the program and responsibilities for the year. The purpose of the Baptismal Committee is to assist the Pastor and persons being baptized and to see that any needs of persons and/or facilities are taken care of prior to and after the baptism.

Section 17. CONSTITUTION & BY-LAWS COMMITTEE: This committee shall consist of one (1) Deacon, and three (3) other members selected by the Nominating Committee and approved by the church. They shall operate on the three (3) year rotation system where one (1) of the at-large members rotates off each year. They shall be responsible to bring to the Church any revisions, additions, or deletions of the constitution and by-laws. Any questions concerning the constitution and by-laws shall be handled by this committee.

Section 18. BUS & VAN MAINTENANCE COMMITTEE: The Bus/Van Committee shall consist of six (6) elected members. The committee shall call a meeting during the first (1st) week following the start of the new Church year for the purpose of electing a chairman and other officers as needed as well as setting the program and responsibilities of the year. The Deacon Board is responsible for regulating the use of the Church bus(es)/van(s). The Church bus(es)/ van(s) is/are for the use of the Church and the organizations of the Church. This committee is to ensure that vehicles are maintained and in good working order.

Section 19. MEDIA LIBRARY COMMITTEE: The Media Library Committee shall consist of the Media Library Director, Pastor, Discipleship Training Director, Women On Mission Director, Baptist Men's Director, Sunday School Director, and Minister of Youth. The purpose of the Media Library Committee is to be supportive of the media library staff of volunteers, suggest new media, and promote the media library to the entire Church.

ARTICLE V. SPECIAL COMMITTEES

Special committees shall be elected for specific obligations as desired by the Church. These committees shall be elected by the church upon the recommendation of the nominating committee unless the Church directs their appointment in a different manner.

ARTICLE VI. ADOPTION AND AMENDMENTS

Section 1. These By-Laws shall be considered adopted and in immediate effect if and when two-thirds (2/3) of the members present at the business meeting at which vote is taken shall vote in favor of same.

Section 2. Any of the rules in these By-Laws may be amended, altered, or repealed by a two-thirds (2/3) vote of the members present at any regular business meeting of the Church; provided, however, that such amendments, alteration, or repeal be presented to the Church in printed form at least two (2) weeks prior to the time the vote is taken.

Section 3. The adoption of these By-Laws shall affect a repeal of all previously adopted rules and governing regulations which may appear in Church minutes, constitution and/or by-laws.

Section 4. A copy of this Constitution and By-Laws shall at all times be kept by the Church office; and all amendments to or revisions thereof shall, after passage by the Church, be prepared by the Clerk and attached to the copies of the Constitution and By-Laws and made available to the Church members.

Respectively submitted by
CONSTITUTION / BY-LAWS COMMITTEE,
Brian Detrick, Pastor
Frank Johnson, Deacon Chairman
Mike Bynum
Evelyn McGhee
Billie Taylor
Ronnie Wilson

Adopted by vote of Church on the 31st day of May, 2009.