

# **CONSTITUTION AND BY-LAWS**

Central Baptist Church of Bearden, Knoxville, Tennessee  
(the "Church")  
6300 Deane Hill Drive  
Knoxville, Tennessee 37919

## **CONSTITUTION**

### **Preamble**

Believing that a church consists of a group of baptized believers in the Lord Jesus Christ, united together for worship, fellowship, spiritual growth, witness and service, we declare and establish this Constitution. The purpose of this Constitution is to (1) preserve the liberties of each individual Church member, (2) preserve the freedom of action of this body in relation to other churches, (3) preserve and secure the principles of our faith, and (4) govern the body in an orderly manner. This Constitution takes precedence over and supersedes all prior actions, policies, and governing instruments.

### **ARTICLE I – NAME**

The name of the Church shall be Central Baptist Church of Bearden, Knoxville, Tennessee.

### **ARTICLE II – PURPOSE AND COVENANT**

The purpose of the Church is to know Jesus Christ as Lord, to grow as His disciples, and to share His love in word and deed.

The primary objectives of the Church for carrying-out this purpose are:

To be a dynamic, spiritual and evangelical body empowered by the Holy Spirit to share Christ with as many people as possible in our Church, in our community, and throughout the world;

To be a worshiping fellowship, experiencing the presence of God, recognizing His person, and responding in obedience to His leadership;

To experience an increasingly meaningful fellowship with God and fellow believers;

To help people experience a growing knowledge of God and man;

To minister unselfishly to persons in the community in Jesus' name;

To be Christ-like in our daily living by emphasizing total commitment of life, personality, and possessions to the lordship of Christ;

To contribute cheerfully and regularly to the support of the ministry of the Church; and

To band ourselves together as a body of baptized believers in Jesus Christ, personally committed to sharing the *Good News* of salvation with lost mankind.

### **ARTICLE III – DOCTRINAL STATEMENT OF FAITH**

The Holy Bible is the inspired Word of God, and is the basis of our statement of faith. The Church subscribes to the doctrinal statement of "The Baptist Faith and Message" as adopted by the Southern Baptist Convention in Kansas City, Missouri, in 1963. We observe the ordinances of the Church, which are baptism and the Lord's Supper.

## **ARTICLE IV – DISSOLUTION**

The members of the Church may voluntarily dissolve the Church by distributing the assets of the Church in accordance with a plan of distribution whereby the assets are distributed to one or more organizations which are not for profit, which are exempt under the provisions of Section 501(c)(3) of the United States Internal Revenue Code, as amended, and which agree to utilize such assets for Christian purposes consistent with Article II, Purpose and Covenant.

### **BY-LAWS**

#### **I. CHURCH MEMBERSHIP**

##### **SECTION A – GENERAL**

This is a sovereign and democratic Baptist church under the lordship of Jesus Christ. The Church membership retains unto itself the exclusive right of self-government in all phases of spiritual and temporal life of the Church. The Church will be autonomous and congregational in organization and polity, not subject to control by any other ecclesiastical or denominational body. The Church membership reserves the exclusive right to determine who shall be members of the Church and the conditions of such membership.

##### **SECTION B – CANDIDACY AND RECEPTION OF NEW MEMBERS**

Any person may offer himself or herself as a candidate for membership in the Church at any service or gathering or by private presentation to the senior pastor or other staff minister in any of the following ways:

1. Persons who present themselves on public profession of Jesus Christ as Savior and Lord, and requesting baptism;
2. Persons who hold membership in other Baptist churches, and present themselves by transfer of membership from that Baptist church;
3. Persons who make a statement of Christian experience and assurance of previous baptism by immersion from a church of like faith and order; and
4. Persons who share a statement of prior Christian conversion, but who have not been immersed, who request to be received by statement of baptism.

All candidates for membership shall be presented to the Church at any Church business meeting, and received by majority vote of the Church members present and voting. The Church shall maintain a current membership roll showing, separately, resident and non-resident members.

##### **SECTION C – RIGHTS OF MEMBERS**

1. Every member of the Church is entitled to vote at all elections and on all questions submitted to the Church in business sessions, provided the member is present or provision has been made for absentee balloting.
2. Every member of the Church is eligible for consideration by the membership as a candidate for elective office in the Church, subject to Biblical teachings and other additional requirements applicable to the position for which he or she is being considered.
3. Every member of the Church may participate in the ordinances of the Church, as administered by the Church.

## **SECTION D – EXPECTATIONS OF MEMBERS**

Members should strive to conduct themselves according to Christian principles as revealed by Christ in Scripture. Members are expected to regularly attend the worship services of the Church, to seek opportunities for Bible study and Christian education, to give regularly and systematically to its support, to participate in its serving ministries, to share the message of the gospel with our community and our world, and to watch over each other in Christian love and prayer. As volunteers in ministry opportunities, members are expected to be faithful to their commitments.

## **SECTION E – TERMINATION OF MEMBERSHIP**

Membership shall be terminated in the following ways:

1. Death;
2. Transfer to another Baptist church;
3. Exclusion by action of this Church in accordance with Section F below;
4. Erasure upon request or proof of membership in a church of another denomination or faith; and
5. By voluntary request of a member, preferably in writing.

It shall be the responsibility of the ministerial staff to maintain an accurate roll of Church members, record transfers of Church membership and report all transfers of membership at regular Church business meetings.

## **SECTION F – DISCIPLINE**

It shall be the practice of this Church to emphasize to its members that every reasonable measure will be taken to assist any troubled member. The senior pastor, other members of the Church staff and deacons are available for counsel and guidance. The attitude of members towards one another shall be guided by a concern for redemption rather than punishment.

Should some serious condition exist which would cause a member to create a concern for the general welfare of the Church, the senior pastor and the appropriate Church staff and/or leader will pursue every reasonable measure to resolve the problem in accord with Matthew 18. If it is recommended that the Church take action to exclude a member, an affirmative two-thirds vote of members present at a special business meeting is required; and the Church may proceed to declare the person to be no longer in membership of the Church. All such proceedings should be pervaded by a spirit of Christian kindness and forbearance.

The Church may restore membership to any person previously excluded, upon request of the excluded person, and upon profession of his or her repentance and reformation.

## **II. CHURCH ORGANIZATIONS, OFFICERS AND COMMITTEES**

All who serve as officers of the Church, and those who serve on Church committees, shall be members of this Church.

### **SECTION A – CHURCH ORGANIZATIONS**

The Church shall have a Sunday morning Bible teaching program for all ages. Other Church programs or organizations may be added or subtracted and revised or renamed as determined by need and effectiveness. Staff ministers and organizational leaders shall enlist officers, teachers and leaders for

the various organizations. All staff and lay leaders who work with pre-school, children and youth shall undergo approved child protection training and adhere to the child protection policies of the Church.

## **SECTION B—CHURCH OFFICERS**

The officers of this Church shall be the senior pastor, the ministerial staff, the deacons, a clerk, a treasurer, a moderator, and the trustees, all of whom shall be ~~the~~ members of the church.

1. SENIOR PASTOR –The senior pastor is responsible for leading the Church to function as a New Testament church. The senior pastor will lead the congregation, staff, committees and organizations to perform their tasks according to the mission, vision, core values, goals and priorities of the Church. The senior pastor is charged to be true to the Word of God in preaching, teaching, leadership, and in lifestyle.
  - a. The senior pastor will be an ex officio member of the deacons, the trustees, and all organizations, committees, ad hoc committees, task forces, and any other group of the Church.
  - b. In the senior pastor's absence, the senior pastor shall arrange for a substitute speaker at all services. When the Church is without a senior pastor, a pulpit supply ad hoc committee, nominated by deacons and elected by the Church, shall obtain a guest speaker for all services needed until a new senior pastor is called.
  - c. When a vacancy occurs, the senior pastor shall be chosen in the following manner: A pastor search committee, consisting of nine (9) members, shall be nominated by the deacons and recommended to the Church for approval. Upon submission of any prospective pastor's name by a majority of such committee, the calling of such candidate shall then be by a two-thirds vote of the Church members present at a meeting that has been announced at least seven (7) days prior to such meeting.
  - d. The senior pastor may relinquish the office by giving at least three (3) weeks written notice to the chair of the Personnel Committee.
  - e. The Church may declare the office of senior pastor to be vacant in the following manner: A meeting of the Church shall be called upon recommendation of a majority of the Personnel Committee and the deacons. At least two (2) week's public notice of such meeting and its purpose must be given to the Church. The moderator for this meeting shall be elected by a majority vote of the members present, and must be someone other than the senior pastor. A secret ballot will be held at the meeting, and if a two-thirds majority of those members present vote for dismissal, the office of senior pastor will be declared vacant. Except in instances of gross misconduct by the senior pastor so excluded from office, the Church will compensate the senior pastor with not less than one-twelfth of the senior pastor's total annual compensation. The termination shall be immediate, and the compensation shall be rendered in a timely manner.
2. MINISTERIAL AND NON-MINISTERIAL STAFF – Ministerial Staff (Full-time, Part-time and Resident) – The ministerial staff shall be called and employed as the senior pastor and Personnel Committee determine the need for such offices and as approved by the Church. A written job description shall be maintained on file for all ministerial staff positions and for use when the need for a ministerial staff member is determined. Those ministerial staff members shall be recommended to the Church by the elected search committee or Personnel Committee.

- a. Ministerial Staff (Full-time) – When a vacant full-time ministerial staff position exists, a search committee composed of seven (7) Church members shall be recommended by the senior pastor to the Personnel Committee and the Church for election. Each search committee should have at least one Personnel Committee member, one (1) Finance and Development Committee member, and one (1) active deacon. The remainder of the search committee members should be individuals involved in or interested in the particular area that the staff minister will lead. The search committee will solicit, screen and visit candidates. After informing the Personnel Committee of their selection, the search committee will recommend the prospective ministerial staff member to the Church.
- b. Ministerial Staff (Part-time or Resident) –The part-time or resident ministerial staff shall be employed as the senior pastor and Personnel Committee determine the need for such positions as approved by the church. This position will be provided for within the financial parameters established by the approved Church budget. The Senior Pastor will identify and recommend potential part-time and/or resident ministerial staff to the Personnel Committee. If the position does not fall within an already defined role identified in an existing job description, one would accompany this request to be maintained on file. A candidate's resume would be presented to the Personnel Committee for review and approval. Upon approval, the Personnel Committee would then communicate a summary of the candidate's credentials and experiences to the church. The Personnel Committee and Staff would recommend, after adequate notification to the church, the candidate for hire to the Church at the next regularly scheduled business meeting or called meeting for discussion and approval.

A resigning ministerial staff member must give at least two (2) weeks written notice to the Church. At any time, the Church may vote by a two-thirds majority of those present at a special called business meeting to vacate a staff minister's position upon recommendation of the Personnel Committee and the senior pastor, if applicable. A two week notice of this meeting, and its purpose, shall be given to the Church. Except in instances of gross misconduct by the ministerial staff so excluded by office, the Church will compensate him or her with at least one-twelfth of his or her total annual compensation. The termination shall be immediate, and the compensation shall be rendered in a timely manner.

- c. Support Staff (Non-ministerial, Part-time, and Intern employees) – Support staff members shall be employed as the need of their services is determined, within the financial parameters established by the approved Church budget and in consultation with related committees of the church and the Personnel Committee. If the position does not fall within an already defined role identified in an existing job description, a new job description approved by the personnel committee and maintained on file. The senior pastor and staff ministers shall have the authority to employ and to terminate the services of support staff in consultation with the Personnel Committee. The ongoing supervision of support staff shall be the responsibility of the supervising ministerial staff member and the senior pastor.
3. DEACONS – In accordance with the meaning of the word and the practice in the New Testament, deacons are to be servants of the Lord and the Church. Their task is to serve in partnership with the senior pastor, ministerial staff and other Church leadership in leading the Church in the achievement of its mission, sharing the gospel with believers and unbelievers, and caring for the Church's members and other persons in the community. The deacons will serve the Church through deacon ministry teams. The number and nature of deacon ministry teams will be determined year by year by the deacons, based on need and resources. Every attempt will be made to blend the ministry needs with each deacon's interests, gifts, abilities and passions.

The ministry teams will be listed in a Deacon Manual, which will also include more detailed information, policies and procedures for deacon activities. The Deacon Manual will be adopted by the deacons, and changes will be voted on by that body unless changes may have a Church-wide impact.

The Church will be asked annually to submit nominations of members to serve as deacons. A Deacon Nominating Review Committee (consisting of the senior pastor, select Church staff, the deacon chair and deacon chair-elect) shall screen all nominees. The eligible candidates will then be asked about their willingness to serve and the final list of eligible and willing nominees will be presented to the Church for approval. Details on the proceedings are listed in the Deacon Manual.

Deacons shall serve a three (3) year term. They will then be inactive for a minimum of one (1) year before being eligible for reelection, unless they choose and are accepted to serve on their current team on an annual basis as a "second miler". Any vacancy resulting in an unexpired term may be left unfilled or filled with either a deacon in reserve, an inactive deacon, or by having an election, whichever is the most appropriate at the time. A deacon called upon to fill an unexpired term shall be eligible for election to a full three (3) year term at the time of the next election of deacons. An ordination service will be scheduled as soon as possible for any non-ordained persons elected to the deacon body. The term of deacon service begins January 1 each year. New, non-ordained deacons may begin serving prior to date of ordination.

4. DEACON EMERITUS – The honor and title of "Deacon Emeritus" may be granted by action of the deacon body on those deacons who meet each of the following:
  - a. Have reached age 70, provided that a deacon may be considered at a younger age due to health problems;
  - b. Have served a minimum of twelve (12) years as an active deacon at the Church;
  - c. Have been recommended by a Church member; and
  - d. Have given their personal consent.

The Deacon Emeritus position is to be given in appreciation for long, unselfish, and exemplary service. Each nominee for Deacon Emeritus shall be reviewed by the current deacon officers and Deacon Nominating Review Committee in order to determine which nominees meet the general criteria or warrant special consideration or exemption. After proper review a list of Deacon Emeritus nominees shall be decided upon. Each nominee who gives his or her personal consent shall be presented to the deacon body for affirmation. These names shall then be announced to the Church and appropriately recognized in a worship service. Upon election, any Deacon Emeritus is welcome to attend any deacon body meeting or function to lend support, encouragement and prayer. Deacons Emeritus will not be assigned any team responsibilities.

5. MODERATOR – The moderator is responsible for presiding at all business meetings of the Church. The moderator shall be elected, or reaffirmed, by the Church annually, in conjunction with the election of new committee members and Church officers, as recommended by the Committee on Committees. The preferred order for moderator is as follows:
  - a. The senior pastor or a senior staff member;
  - b. A qualified Church member who can be a lay member or staff member; or
  - c. In the absence of the above, the Church may elect a temporary moderator for any business meeting.
6. CLERK – The Church shall elect annually a clerk as its clerical officer. The clerk shall be responsible for keeping a suitable record of all official actions of the Church. All Church records are Church property, and should be kept in the Church office.

7. TREASURER – The Church shall elect annually a treasurer and an assistant treasurer as its financial officers. The Church may delegate the clerical responsibilities to the financial secretary who will assist the treasurer and assistant treasurer. It shall be the duty of the Church administrator, the treasurer, the assistant treasurer, the financial secretary, and the Finance Committee to receive, preserve and pay out, upon receipt of vouchers, approved and signed by authorized personnel, all money or things of value paid or given to the Church, keeping at all times an itemized account of all receipts and disbursements. It shall be the duty of the treasurer or Church administrator to bring to the Church at each regular business meeting an itemized report of the receipts and disbursements of the preceding months since the last report. The Church financial report and records shall be audited annually by a certified public accountant and the financial records shall be kept and preserved as a part of the permanent records of the Church.

The Church shall operate under a unified budget system, and all budget expenditures shall be guided by same. Reports to the Finance Committee shall be made on a monthly basis, and then made to the Church during regular business meetings.

The Church shall require two (2) signatures on all checks and the Finance and Development Committee shall approve the authorized signers.

8. TRUSTEES – Five (5) trustees, two (2) of whom must be attorneys, shall be elected by the Church. The trustees shall serve for five (5) year terms, staggered so that the term of one (1) trustee expires on December 31 of each year. The trustees shall elect one (1) of their number to serve as chairman of the trustees, and president of the Church. The trustees shall be responsible for executing contracts and other legal documents on behalf of the Church. They shall also be responsible, with the approval of the Church, for the acquisition or disposition of all real property and personal property when the acquisition or disposition is outside the ordinary course of business of the Church. Routine acquisition and disposition of personal property in the ordinary course of the business affairs of the Church is not the responsibility of the trustees. Further, the acquisition and/or disposition of property having a value of up to 1% of the annual budget of the Church for the year in which the action occurs shall not require the approval of the Church; provided, however, such acquisition and/or disposition has the approval of the applicable committee(s) of the Church. The trustees shall also be responsible for borrowing money, subject to the approval of the Church.
9. CHURCH ADVISORY COUNCIL – A Church Advisory Council shall be appointed to review all major activities on the Church calendar, to coordinate ministries of the Church, and to give advice and counsel regarding proposed changes in ministry programs, new ministry programs and significant changes in Church operations. The Church Advisory Council will meet quarterly prior to scheduled business meetings and more frequently as needed. The Church Advisory Council shall consist of representatives of the Personnel, Finance, Weekday Education and Missions Committees, the deacon chair, three (3) at-large members representing different age and ministry groups to be nominated by the Committee on Committees for rotating three (3) year terms, the senior pastor; the Church administrator, the associate pastor, the minister of faith formation, and the minister of music and worship. Other Church ministers may attend as needed or requested. The Church Advisory Council shall elect its own chair from among the lay members among its membership at the initial meeting of any Church year.
10. COMMITTEES – The following are the standing committees of the Church, with the number of members and responsibility of each committee listed after the committee name:
  - a. Properties and Insurance Committee (9 members) - This committee shall develop, coordinate and implement policies related to building and grounds, transportation and property insurance.

- b. Finance and Development Committee (9 members) - This committee shall develop, coordinate and implement policies related to finance, stewardship, audit and endowments.
- c. Personnel Committee (9 members) - This committee shall develop, coordinate and implement policies related to personnel.
- d. Committee on Committees (9 members) - This committee shall enlist members to serve on all committees. This may include both standing committees and other committees as directed by the Church.
- e. Weekday Education Committee (9 members) - This committee shall develop, coordinate and implement policies relating to the Preschool Weekday Program and any other weekday program related to pre-school or children.
- f. Missions Committee (9 members) – This committee shall plan, promote, budget and coordinate the missions ministries of the Church.

Other committees, standing or special, may be formed as needed by action of the Church. The Committee on Committees shall submit recommendations for Church committees to the Church. In addition, the Committee on Committees shall submit recommendations for treasurer, assistant treasurer, moderator and trustees of the Church. Church members may serve on one standing committee at a time. Committees shall elect their own chairmen and vice chairmen. Generally, unless otherwise noted, committee members shall serve for three (3) consecutive years. Other lengths of service will be specified as appropriate. The term of service is January 1 to December 31 each year.

11. **TASK FORCES AND MINISTRY TEAMS** – The ministerial staff is empowered to utilize task forces and ministry teams to aid in accomplishing the mission and vision of the Church. Task forces have a limited function and duration. Ministry teams can be ongoing groups that serve specific ministry needs and are formed under the supervision of a staff minister with consent of the senior pastor.

### **III. MINISTRY LICENSING AND ORDINATION**

#### **SECTION A – CERTIFICATE OF LICENSE TO SHARE THE GOSPEL**

A person must demonstrate that he or she has received a call to vocational Christian ministry and that God has called him or her to share the gospel. The pastor and staff ministers are to determine over a period of time the authenticity of this call. The candidate's name is to be presented to the deacon body for consideration following affirmation by the pastor and staff ministers. Upon approval of the staff and deacon body, the recommendation is to be made to the Church for approval. Following Church approval a Certificate of License will be presented to the candidate. (The license states that this individual has given evidence that God has called him/her to the gospel ministry and is licensed to share the gospel as he/she may have opportunity and to exercise his/her gifts in the work of the ministry.)

#### **SECTION B – ORDINATION TO THE GOSPEL MINISTRY**

A candidate will be considered for ordination when he or she is serving in a local church or in a Christian ministry, or when ordination is required in order to secure a ministry position, and a request is made to the Church by that individual, church or ministry to ordain the person to the gospel ministry. The senior pastor and staff ministers should review this request and be in agreement that the recommendation should be presented to the Church. The recommendation would then be presented to the deacon body and to the Church. Upon approval by the deacon body and the Church, an ordination council, organized by the senior pastor and composed of ordained ministers from the Church and other churches will meet with the candidate for examination concerning the candidate's call to Christian

ministry, views on Bible doctrine and other questions related to this person's qualifications and appropriateness for vocational ministry. When affirmed by the ordination council, the service of ordination would then take place and an ordination certificate would be presented along with a Bible of the candidate's choice (as a gift from the ordaining church) would be purchased.

The ordination certificate states:

"We, the undersigned, hereby certify that upon recommendation and request of \_\_\_\_\_ which has had full and sufficient opportunity for judging his/her gifts, and after satisfactory examination by us in regard to his/her Christian experience, call to the ministry and views on Bible doctrine, \_\_\_\_\_ was solemnly, publicly set apart and ordained to the work of THE GOSPEL MINISTRY by authority and order of Central Baptist Church of Bearden, Knoxville, Tennessee on \_\_\_\_\_."

## **SECTION C – REVOKING OF LICENSE OR ORDINATION**

A license or ordination by the Church may be revoked upon the recommendation of the senior pastor and deacons. The revoking of a license or ordination shall require a two-thirds vote of Church members at a regular business meeting or a special called meeting for such purpose.

## **IV. CHURCH ORDINANCES**

### **SECTION A – BAPTISM**

This Church shall receive for baptism any person who has received Jesus Christ as Savior by personal faith, who professes Him publicly at any worship service, and who indicates a commitment to follow Christ as Lord. Baptism shall be by immersion in water. The senior pastor, or whomever the Church shall authorize, shall administer baptism. Deacons or other designated Church members shall assist in the preparation for baptism.

### **SECTION B – THE LORD'S SUPPER**

The Church shall observe the Lord's Supper at least quarterly. The senior pastor or whomever the senior pastor designates, and deacons shall administer the Lord's Supper, the deacons being responsible for the physical preparations.

## **V. CHURCH MEETINGS**

### **SECTION A – WORSHIP SERVICES**

The Church shall meet regularly each Sunday for the worship of Almighty God. Prayer, praise, preaching, instruction, and evangelism shall be among the activities of these services. The senior pastor shall be responsible for the Church worship services.

### **SECTION B – SPECIAL SERVICES**

Revival services, Bible studies, and any other Church meetings essential to the advancement of the Church objectives shall be placed on the Church calendar.

### **SECTION C – REGULAR BUSINESS MEETING**

The Church shall hold a quarterly business meeting at a time designated and announced by the Church.

## **SECTION D – SPECIAL BUSINESS MEETINGS**

The Church may conduct called business meetings to consider matters of special nature and significance. A one (1) week notice must be given for a special business meeting. The notice shall include subject, date, time, and place, and it must be given in such a manner that all Church members have an opportunity to know of the meeting. When extreme urgency renders such notice impractical, the one (1) week notice may be waived; however, any decision or decisions made in an emergency situation must later be approved for a second time or ratified in a regular business meeting or a special called business meeting after giving one (1) week's notice.

## **SECTION E – QUORUM**

A quorum consists of those Church members who attend a business meeting, provided it is a standing meeting or properly called.

## **SECTION F – PROCEDURE**

Roberts' Rules of Order, Revised is the authority for parliamentary rules of procedure for all business meetings of the Church. The moderator may appoint a parliamentarian if desired.

## **VI. CHURCH FINANCES**

### **SECTION A – BUDGET**

The Finance and Development Committee shall prepare and submit to the Church for approval an inclusive budget, indicating by items the amount needed and sought for all operating expenses. The proposed annual budget shall be presented to the Church body for their discussion prior to recommending it to the Church for approval in a business meeting.

### **SECTION B – ACCOUNTING PROCEDURES**

All funds received for any and all purposes shall be the responsibility of the Church financial officer and be properly recorded for the Church. The Church shall carry dishonest and theft insurance coverage. A system of accounting that will adequately provide for the handling of all funds shall be the responsibility of the Finance and Development Committee.

### **SECTION C – FISCAL YEAR**

The Church fiscal year shall run from July 1 to June 30.

## **VII. COOPERATION WITH BAPTIST AND OTHERS**

The Church shall cooperate with and support the Knox County Association of Baptists, the Tennessee Baptist Convention, the Southern Baptist Convention, the Tennessee Cooperative Baptist Fellowship, the Cooperative Baptist Fellowship, the Baptist World Alliance, and other Baptist agencies or entities as appropriate. When the Church is entitled to send messengers to such bodies, they shall be approved by the Church and proper credentials shall be provided by the senior pastor or Church clerk. Messengers cannot be empowered to incur obligations for the Church, and they serve without compensation.

## **VIII. CHANGES IN THE CONSTITUTION AND BY-LAWS**

### **SECTION A – AMENDMENTS**

Changes in the Constitution and By-Laws may be made at any regular business meeting of the Church, provided each amendment shall have been presented in writing at the previous meeting and

copies of the proposed amendment shall be furnished to each member present at the earlier meeting. Amendments to the Constitution shall be by two-thirds vote of Church members present. Amendments to the By-Laws shall have a concurrence of a majority of the members present and voting.

A current copy of the Constitution and By-Laws shall be given to each new member family. The official copy of the Constitution and By-Laws shall be filed in the Church secretary's (receptionist's) office.

[Signatures on following page]

Date Approved: November 11, 2015

Pastor's Signature: \_\_\_\_\_

Clerk's Signature: \_\_\_\_\_