

CHURCH BYLAWS (Sample)

Article I – Membership

- Section 1. Members-This church is comprised of persons who profess a personal faith and believe in the Lord Jesus Christ, have received baptism in a church according to the New Testament, and actively follow the Lord Jesus Christ in discipleship.
- Section 2. Voting Rights of Members-Every member of the church is entitled to vote at all elections and on all questions submitted to the church in conference, provided the member is present. Proxy voting is prohibited.
- Section 3. Reception-A person shall be considered a member upon approval of the church membership. A person may be received for membership by any of the following ways:
1. **By profession of faith.** A person publicly confessing personal faith in the Lord Jesus Christ, giving evidences of a regenerate heart and adopting the covenant and the articles of faith and practices held by the church, shall, upon baptism be admitted into the fellowship of the church.
 2. **By statement.** Any person who has been baptized upon profession of faith in a church of like faith and order but who, because of loss of records or similarly unavoidable circumstances, has no regular letter of dismissal, may be received into membership after giving satisfactory evidence of a regenerate heart, Christian conduct and scriptural faith. Any person presented for membership who has been baptized by immersion **in** a church of like faith and order shall be received by statement.
 3. **By letter.** Any person from another church of like faith and order may be received into membership upon receipt of letter of transfer from that respective church.
 4. **By baptism from another denomination.** Any person who professes a personal faith and belief in the Lord Jesus Christ and actively follows the Lord Jesus Christ in discipleship but has been baptized by any method other than immersion in another church must be immersed to become a member of this body.
- Section 4. New Member Orientation-New church members will be expected to participate in the church's new member orientation program as developed and implemented by the church.
- Section 5. Rights of Members-Every member of the church is entitled to vote at all elections and on all questions submitted to the church in conference, provided the member is present. Every member of the church is eligible for consideration by the membership as candidates for the elective offices in the church. Every member of the church may participate in the ordinances of the church as administered by the church.
- Section 6. Termination of Membership-Membership shall be terminated in the following ways: (1) death, (2) transfer by letter to another church of like faith and order, (3) acknowledgement when a member has joined a church of another faith and order and requested such action, (4) exclusion by action of this church.

Article II – Church Staff and Officers

All church officers and staff, excluding nonelected staff, must be members of the church. The officers of this church shall be as follows:

- Section 1. Pastor
- Section 2. Church Staff Section 3 Deacons
- Section 4. Moderator
- Section 5. Church Clerk Section 6 Trustees
- Section 7. Treasurer

Article III – Church Employment

When a vacancy occurs in the position of pastor a Search Committee is to be formed by the nomination of seven (7) persons by the Nominating Committee and elected by the church. Nominations can be made from the floor for the youth and at-large positions. One of these persons will be chairman of the deacons; one, president of the Woman's Missionary Union; one, president of Baptist Men; one, youth; and three at- large members.

The committee will present only one candidate at a time. For election a candidate must receive 85 percent of the votes cast. Ministerial Pastoral Church Staff will be recommended by the pastor, the deacons and appropriate committee. The individual will be called with an 85 percent vote. Should dismissal of a pastor or ministerial staff members become necessary, a majority vote will be necessary. This consideration can only be done when all possible attempts at reconciliation have been exhausted. Proper notice of this vote will be made known to members of the congregation at least two (2) weeks in advance of the vote. Support staff work at the call of the Personnel Committee or Deacons with recommendation of the pastor.

Article IV – Church Meetings

- Section 1. Worship Services-The church shall meet regularly each Sunday morning, Sunday evening, and Wednesday evening for preaching, instruction, evangelism and for the worship of almighty God. These meetings will be open to everyone and shall be conducted under the direction of the pastor. Exceptions can be made by recommendation of the deacons.
- Section 2. Special Services-All church meetings which are essential to the promotion of the objectives of the church shall be placed on the church calendar, published in the church newsletter at least once prior to the meeting being held and announced at all services on the Sunday prior to the special service being held.
- Section 3. Regular Business Meetings-Regular business meetings shall be held quarterly on the second Wednesday night of the month. Matters of significant nature must be publicized as in section 4.
- Section 4. Special Business Meetings-A specially called business meeting may be held to consider matters of a significant nature. Notice of the subject, date, time and location must be published in the church newsletter or bulletin for the specially called business meeting at least one week before the meeting and announced at all services on the Sunday prior to the special business meeting.
- Section 5. Quorum-A quorum consists of those who attend the business meeting, provided it is a regular meeting or one that has been properly called.
- Section 6. Parliamentary Rules-The current edition of *Robert's Rules of Order* shall be the authority for parliamentary rules of procedure for all business meetings of the church in areas not addressed by this Constitution and Bylaws. The

Moderator, who will be the Chairman of Deacons, shall appoint a parliamentarian whose responsibility it will be to assure compliance with *Robert's Rules of Order*, the constitution, and the bylaws when it is in the best interest of the fellowship.

Article V – Ordinances

Section 1. Baptism-Baptism is a symbolic act of obedience. A person who receives 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, shall be received for baptism. (1) Baptism shall be by immersion in water. (2) Baptism may be administered by the pastor or whomever he shall authorize. (3) Baptism shall be administered as an act of worship during any worship service. (4) Baptism shall be as soon as possible after the public confession of faith.

Section 2. The Lord's Supper-The Lord's Supper is a symbolic act of obedience whereby members of the church, through partaking of the bread and fruit of the vine, commemorate the death of Jesus Christ and anticipate His second coming. (1) The Lord's Supper shall be observed at least quarterly, preferably on the first Sunday of the quarter. (2) The pastor, church staff, and deacons shall be responsible for administration of the Lord's Supper.

Article VI – Program Organizations

All program organizations of the church shall be under church control, all officers being elected by the church and reporting regularly to the church.

Section 1. Sunday School

Section 2. Discipleship Training

Section 3. Woman's Missionary Union (WMU) Section 4 Brotherhood

Section 5. Music Ministry

Article VII – Ministries

The church shall evaluate, plan, organize, and implement such ministries as the church deems necessary.

Article VIII – Committees

The church shall elect such committees as the church deems necessary. Committee members must be members of the church and will serve on a rotating basis for a three- year term.