

**BYLAWS**

**THE FIRST BAPTIST CHURCH**

**OF**

**BLOWING ROCK, NORTH CAROLINA**

By authority of the Charter and Constitution of The First Baptist Church of Blowing Rock, North Carolina, Article IV, Section B, the church shall be organized and structured in accordance with the following Bylaws.

**1.0 ORGANIZATION AND STRUCTURE OF THE CHURCH**

**1.1 Authority**

The church in conference is the ultimate authority for all organizations, committees, and councils of the church organization. The officers of the church, namely, Pastor, Associate Pastor, Deacons, Clerk and Treasurer are directly responsible to the church in conference. Elections of officers other than the Pastor and Associate Pastor shall occur annually.

**1.2 Deacons**

The church shall have a number of Deacons to be determined from time to time by the Board of Deacons (not to exceed the number prescribed in Article VIII, Section B of the Constitution) who shall serve on a rotation basis. That number shall at all times be one divisible by three. Deacons shall serve a term of three years and rotate off the Board.

- A. The Deacons shall annually elect a chairman, vice chairman, secretary, and any other officers or committees of its membership as may be necessary for the performance of its duties. All meetings of Deacons shall, unless otherwise indicated in the notice, be held at the principal office of the corporation. Notice of any meeting may be published in the church bulletin. A majority of active Deacons in office immediately before a meeting begins shall constitute a quorum for the transaction of business.
- B. The Board of Deacons shall have regular monthly meetings.
- C. The Pastor or the Chairman of the Deacons may call a special meeting whenever the need arises.
- D. Action taken by a majority of the Deacons without a meeting is nevertheless Board action if written consent to the action in question is signed by all of the Deacons and filed with the minutes of the proceedings of the Board, whether done before or after the action is taken.
- E. Requirements:
  - 1. All candidates for the office of deacon shall have attained the age of 25 years prior to January 1 of the year in which they are nominated.

2. A deacon shall have been a Full Member of the church for a period of two years to be eligible for nomination and shall not be a full-time church employee or spouse thereof.
3. No more than one person from the same immediate family, by either blood or marriage, shall be an active deacon at the same time. Immediate family shall be defined as being related within the first, (spouse, parent, child, or sibling) or second (by marriage, 2<sup>nd</sup> generation) degrees.
4. A deacon should participate in basic programs of the church.
5. A deacon is obligated to be a regular, generous and cheerful supporter of the church.

F. Election:

1. Deacons shall be elected for a term of three years, with one-third of the Board being elected each year.
2. After service of eighteen months or more of an unexpired term on the Board of Deacons, no deacon shall be eligible for re-election until after the lapse of one year.
3. In late April or early May, a notice shall be publicized regarding instructions for the election procedure, notice of the date of the called church conference at which the election will take place and a list of persons who have been nominated by the Deacon Nominating Committee. Any additional nomination from the church body floor must be submitted to the Deacon Nominating Committee before the publicized notice, and must have prior approval of the nominee. .
4. The election for the office of Deacon shall occur on a Sunday morning in late April or May. At such meeting, ballots will be provided for all church members. At the conclusion of the called meeting; ballots shall then be gathered and tabulated by the Deacon Nominating Committee or Church Clerk. Those persons who receive the highest number of votes to fill each vacancy and who are willing to serve shall be declared elected by report given to the Board of Deacons by the Clerk.
5. In the event of a tie vote, the candidate who has been a member of this Church for the longest period of time shall be declared elected.
6. In the event of circumstances indicating the need for or advisability of a continuation of the election, the Board of Deacons shall have authority to order such and the procedure to be followed.
7. Absentee voting is provided for in Article VII, Section E of the Constitution.
8. In the event of a vacancy due to resignation or otherwise, a special election shall be held in keeping with following provisions.
  - A. If the resignation is in the late summer or fall (July-December), a special election shall be held to fill the vacancy or the deacon chairperson may appoint a former active deacon to complete the church year of service. If the

vacancy happens in the late winter or Spring (January-May) the spot will remain vacant until formal elections are held.

- B. Deacons shall have the discretion to postpone filling any vacancies when circumstances or situations may warrant waiting.
  
- G. Deacons shall have the following duties:
  - 1. With the Pastor, and as the Holy Spirit may direct, consider and make recommendations to the church on all matters pertaining to its work and progress.
  - 2. Oversee the discipline of the church.
  - 3. Establish and maintain spiritual fraternal relations with all members of the church.
  - 4. Assist the Pastor in the observance of the ordinances.
  - 5. Have general oversight over all areas of worship, evangelism, fellowship, missions, ministries, and administration of the church.
  - 6. Study the relationship of the church to cooperating associations, conventions, and fellowships, and educate the church to this involvement.
  - 7. Create any new standing or ad hoc committee deemed necessary or appropriate to further the church's mission, and fix the number of members of any committee not otherwise provided for in the Constitution or Bylaws.
  - 8. Appoint a Nominating Committee as set forth in 4.11b herein
  - 9. Appoint, or direct the manner of appointment, of any staff member, employee or committee member whose appointment is not otherwise provided for in the Constitution or Bylaws.
  
- H. Ordination and Installation:
  - 1. The church in a worship service designed for this specific purpose shall ordain any newly elect deacon that has not been previously ordained.
  - 2. The Pastor will provide leadership and direct the service. Following ordination all newly elected deacons shall be installed in a special service to be planned by the pastor.
  
- I. A deacon may be removed from office on majority vote of the Board of Deacons upon a determination that he or she is no longer qualified. In such case the deacons are admonished to be guided by Matthew 18.

### 1.3 **Pastor and Associate Pastor**

- A. Qualifications;
  - 1. The duties and authority of the Pastor are set forth in Article VIII of the Constitution.
  - 2. The Pastor and Associate Pastor shall each serve until the relationship is dissolved at the request of the Pastor or Associate Pastor or until the church votes to dissolve the relationship at a conference called for that purpose as provided in Article VII, Section B of the Constitution.

## B. Dismissal;

1. In the event a proposal for the dissolution of such relationship is submitted to the members for determination, the vote shall be by ballot at a duly called church conference. A majority vote of a quorum (12%) of total church membership shall be required for dissolution.
2. When such relationship is to be dissolved, whether voluntarily or by vote of the members, at least thirty days written notice shall be given unless otherwise mutually agreed upon.
3. Upon such dissolution the Pastor or Associate Pastor shall receive such termination pay if any as shall be determined by the Personnel Committee and Deacons.

## C. Pastoral vacancy and Interim Pastorate:

1. The Board of Deacons shall appoint a special committee that shall be responsible for pulpit supply during the vacancy.
2. The special committee shall also determine if and when an interim pastor is necessary. If it decides on a candidate for interim pastor, it shall recommend the person to the Deacons. If approved by the Deacons, the recommendation shall be presented to the congregation at a meeting set for that purpose with notice given as required in Article VII, Section B.
3. The Interim Pastor **cannot** become a candidate for pastor.
4. Compensation of ministers serving as pulpit supply or as interim pastor shall be determined by the Board of Deacons in consultation with the Stewardship Committee.

## 1.4 Clerk

The Clerk shall maintain records of all regular and special church conferences and have the following additional responsibilities:

- A. Act as corporate secretary as directed by the Board of Deacons. (The Clerk serving in the role of “corporate secretary” shall be distinguished from the employee who serves as “church secretary” in the administrative office).
- B. Take the minutes of all church regular and called church conferences.
- C. A minute book will be maintained in good order. Copies of the treasurer’s report and all other documents brought to the attention of the membership in business meetings will be attached to the minutes.
- D. Motions presented to the membership for action are, on request of the clerk, to be submitted in writing to the Clerk for inclusion with the minutes of the meeting.
- E. Maintain lists of Full Members, Associate Members, Inactive Members, and Non-resident Members, as required by Article VI of the Constitution.
- F. When a new member is received, the Clerk will obtain and preserve the pertinent information. When members leave the membership through death or transfer of letter, the Clerk will remove their names from the

membership list. The church secretary will be informed of all additions or deletions to the membership in order that the office roll is kept current.

- G. Take the necessary administrative action for the transfer of letter for persons joining or leaving the membership.
- H. The Clerk working with the church secretary shall prepare the annual church profile for the Three Forks Association, which information is forwarded by the Association to the Baptist State Convention and the Southern Baptist Convention.
- I. At the end of each church year minutes for that year will be removed from the Minute Book and stored in a safe place.
- J. Pictures, newspaper articles, documents and records of church events and members, which have historical value, will be maintained in an historical file or filed with the minutes of the event.
- K. One or more assistants may be appointed to assist the Clerk.

### 1.5 **Treasurer**

The Treasurer shall hold, manage and disburse church funds and have the following additional responsibilities:

- A. In accordance with policies and procedures established by the Stewardship Committee or upon specific authorization from the Stewardship Committee, receive, keep on deposit in a bank, make disbursements by check, and as appropriate invest all church funds, and safely keep all things of value owned by the church.
- B. Keep at all times an itemized account of all receipts and disbursements, rendering reports at least monthly to the Stewardship Committee and rendering regular accounts to the church to be preserved by the Clerk.
- C. The treasurer's books shall be the property of the church.
- D. There shall be a compilation, review, or audit of the financial records of the church by an independent certified public accounting firm at least annually as required by the Board of Deacons and arranged by the Stewardship Committee.
- E. The Treasurer shall be an ex officio member of the Stewardship Committee and shall meet with the Deacons as requested.
- F. Coordinate with the tellers for receipt of each Sunday's offering.
- G. Periodically evaluate insurance coverage and report on such (not less frequently than annually) to the Board of Deacons.
- H. One or more assistants from the Stewardship Committee may be appointed to assist the Treasurer.

### 1.6 **Parliamentarian**

Annually the Board of Deacons shall designate a Parliamentarian, who shall be one versed in the rules and usages of parliamentary procedure, to advise the Chairman of the Board of Deacons as presiding officer at church conferences. In the event the duly designated Parliamentarian is unavailable to serve, the presiding officer may appoint a qualified individual to serve in that capacity.

## 2.0 **EDUCATION DIVISIONS**

2.1 The Education Division shall consist of the church's Christian education and Bible study programs conducted for adults, college, youth and children. It shall be led by the Minister of Education or designated staff member who shall be assisted by a staff consisting of the Director of each of this Division's programs, identified in subsections of this section. The Minister of Education shall enlist, train, organize and be responsible for all educational leadership and Bible study leadership. The Minister of Education shall be responsible for the effective and efficient operation of the education programs and their coordination with each other and with the other ministries of the church. The Minister of Education shall report to the Pastor and give periodic reports to the Church Council as needed. In the event of a vacancy in this position or in any of the paid educational heads, the appropriate committees shall maintain the ministry responsibilities until the position is filled.

2.2 Those ministries that are overseen by the Education Ministry;

- A. The Children's Ministry (k-5<sup>th</sup>)
  - 1. The Children's Ministry Program shall be led by a Director who shall be assisted by a ministry team of as many as six persons
  - 2. The Children's Director shall:
    - 1. Train, enlist and evaluate leadership for all children's ministry classes and programs
    - 2. Study and evaluate programs and curriculum and recommend additional or modified programs to the Children's committee.
    - 3. Serve as liaison between teachers and parents.
    - 4. Coordinate with the Ministerial Staff.
    - 5. Plan, implement and evaluate special events.
    - 6. Purchase supplies as needed.
- B. The Nursery Program (birth – pre k) shall be led by the Children's Director whose responsibilities shall be to:
  - a. Coordinate with the Pastor to assure that those who assist in this Program are qualified and understand their responsibilities.
  - b. Assist workers in orientation and maintaining a high level of performance and in resolving problems.
  - c. Serve as liaison with the Sunday morning program leaders
  - d. Order supplies as needed.
- C. The Student Ministry; including youth (6<sup>th</sup> – 12<sup>th</sup>) and college students; shall be led by a Director who shall be assisted by a ministry team of as many as six persons and shall:
  - 1. Train, enlist and supervise youth and college teachers and leadership.
  - 2. Strengthen the church's ministry to young people by studying existing programs, making modifications, and adapting the ministry accordingly.
  - 3. Maintain a Student activities calendar and coordinate.
  - 4. Work with parents in developing ministry needs and goals and coordinating a ministry to parents of students.
  - 5. Review financial needs and develop a program budget.

### 3.0 PASTOR AND/OR ASSOCIATE PASTOR SEARCH COMMITTEE

- A. The Pastor and/ or Associate Pastor Search Committee (hereinafter called “Search Committee”) shall be elected by the church to seek out a new pastor, or associate pastor when a vacancy occurs.
- B. No two members of the Search Committee shall be members of the same immediate family, either by blood or marriage. Immediate family shall be defined as being related within the first, (spouse, parent or child) or second (by marriage, 2<sup>nd</sup> generation) degrees.
- C. Within sixty days after the church has notice that a vacancy will occur in the office of Pastor, and/or Associate Pastor, the Deacons shall assess the needs of the church and the timing of electing a Search Committee.
- D. At a church conference called for that purpose, the Deacons shall make a recommendation that the church elect a Search Committee or that the church undertake a time of study and evaluation before a Search Committee is elected.
- E. Following any time of study and evaluation undertaken by the church, the Deacons shall bring to the church a recommendation that it elect a Search Committee.
- F. A church conference for the purpose of such election shall be called for the second Sunday morning following the date of such recommendation.
- G. Each church family shall be sent a letter with notification of the church conference and instructions concerning the nominating procedure. A list of nominations as set forth by the Pastor/Associate Pastor Nominating Committee (see section 4.0) shall also be sent.
- H. The Search Committee shall consist of seven (7) persons who have been Full Members for at least three (3) years, not fewer than three (3) of each gender.
- I. At the close of the morning service following such voting, deacons designated for this purpose shall tabulate the ballots cast for the election of the Search Committee.
- J. Those seven members who receive the highest number of the votes cast, and who confirm their willingness to serve, shall be declared elected as members of the Search Committee.
- K. The Search Committee shall elect a chairman and vice chairman from among its members and begin to seek out a new pastor. It shall make periodic reports to the Deacons and to the church.
- L. The Stewardship Committee shall recommend expenditure guidelines to Deacons for review and shall oversee expenditures of the Search Committee.
- M. The Chairman of the Deacons, the Chairman of the Personnel Committee, and the Chairman of the Stewardship Committee, or their designees, shall serve as consultants to the Search Committee when requested by the committee.

- N. The Search Committee shall seek out and nominate as pastor a minister of the gospel whose Christian character and qualifications fit the person for the office. The candidate should have a basic seminary or divinity school master's degree from an accredited institution.
- O. The Search Committee, after prayer, study, and deliberation shall, by a majority of at least five, decide upon one person to nominate as Pastor and/or Associate Pastor.
1. It shall consult with the Chairman of Deacons, the Chairman of Personnel Committee, and the Chairman of the Stewardship Committee to develop a proposed compensation package.
  2. The committee shall convey to the candidate in writing the terms of the proposed compensation package prior to bringing its nomination to the church.
  3. Notice of a regular or called church conference for the purpose of bringing a nomination to the church shall be given as provided in Article VII, Section B of the Constitution. The Search Committee shall mail to each church family a professional and personal profile on the candidate at least one week before the church conference.
  4. In a quorum of total church membership, an affirmative vote of three-fourths of the ballots cast shall be necessary for a call. If the person nominated by the committee fails to receive the required affirmative vote, the meeting shall be adjourned without debate, and the committee shall continue to seek out a new pastor or associate pastor.

#### **4.0 STANDING COMMITTEES**

Standing Committees and their functions are identified herein. Those Standing Committees which shall be active (other than the Nominating Committee) may be composed of Full Members and shall be elected to three-year terms with one-third of the membership rotating off each year.

- The term of service for each committee shall begin on July 1 of the year appointed or elected and end on June 30 of the year the term ends. Persons may not be re-elected to serve on the same committee until a lapse of one year.
- Each committee shall prepare and submit a detailed proposed budget when and as requested by the Stewardship Committee.
- Committees shall work in coordination with the Ministry heads and Church Staff.

#### **4.1 The Nominating Committees**

##### **4.a Pastor and /or Associate Pastor Search Nominating Committee**

When a vacancy occurs for Pastor or Associate Pastor, the Deacons shall act in accordance with Section 3.0 and direct that a Pastor or Associate Pastor Nominating Committee be formed. The Nominating Committee shall consist of seven (7) persons, three of whom shall be designated by the board of Deacons and four who shall be designated by the church. The Nominating Committee shall then meet to discuss and decide upon nominations for the Pastor/Associate

Pastor Search Committee. The Committee shall only nominate after his or her willingness to serve, and shall then report the name of such nominee to the Clerk and church secretary for inclusion in the letter sent to the congregation pursuant to section 3.0G.

#### **4.b Standing Nominating Committee**

- A. The Deacons of the church shall annually appoint a Nominating Committee, at least one of whom shall be a deacon.
- B. Responsibility: recommend to the Deacons a slate of candidates for election by the members to serve as Clerk, Treasurer, standing committee members and tellers.
- C. Composition: Six Full Members.
- D. Functions:
  1. Early in the church year review the current roster of church officers, standing committees and tellers for completeness and, as necessary, assess vacancies to be filled. Then, prepare a proposed slate of officers, standing committee members and tellers for the next church year.
  2. This committee may also nominate a chairperson for each committee.

#### **4.1c Deacon Nominating Committee**

The deacon nominating committee shall consist of those Deacons rotating off from active service. This committee shall develop a slate of eligible candidates for deacons for election each year for those completing their terms. In the event that a current deacon can not serve out their term, the committee will nominate a person after determining his or her willingness to serve, and report the name of such nominee to the Clerk and church secretary. The deacon nominating committee shall serve for one year terms.

#### **4.2 Personnel Committee**

- A. Responsibility: Assist the church in matters related to staff and employees and discharge the responsibilities seen forth in Article IX of the Constitution.
- B. Composition: six members, at least one of whom shall be a deacon. Immediate family of staff members are not eligible to serve. Immediate family shall be defined as being related within the first, (spouse, parent, child, or sibling) or second (by marriage, 2<sup>nd</sup> generation) degrees.
- C. Functions:
  1. Serve as a resource to the Pastor, staff, congregation and committees for all personnel matters.
  2. Prepare and update as necessary job descriptions for Ministerial Staff and employees.
  3. Determine the minimum qualifications for consideration of a prospective pastor and associate pastor (which could include having earned a seminary or divinity school master's degree), as a guide for the Search Committee.

4. Prepare and maintain a personnel handbook relating to staff and employees. The policies and procedures set forth in this manual shall provide guidelines in implementing sound personnel management practices. Adherence to these guidelines will ensure that all church staff and employees are accorded fair and equitable treatment in terms of compensation, benefits and privileges.
5. Take recommendations from various search committees or staff to fill vacancies in Ministerial Staff and make recommendations to the Deacons for nominations to fill those positions. Work with the Pastor to fill vacancies for Church Employee positions. As needed, they may also make recommendations to the deacon body for the discipline and/or termination of Ministerial Staff. Working in conjunction with the Pastor, they may make the determination for the discipline and/or termination of any persons designated as a Church Employee.
6. Develop and recommend salaries and benefits for employed personnel, after consulting with the Stewardship Committee.
7. Develop and recommend to the Deacons policies and procedures for personnel administration.
8. Assist the Pastor in the administration of personnel policies.

#### **4.3 Stewardship Committee**

- A. Responsibility: Lead members to become committed Christian givers in support of church ministries.
- B. Composition: six members.
- C. Functions:
  1. Stewardship education, including programs, activities and resources to teach Biblical stewardship.
  2. Develop a unified, ministry-centered budget; promote the ministries in a planned budget emphasis and administer the budget as determined by the church.
  3. Utilize sound procedures for receiving, counting, depositing, disbursing, recording and reporting church funds.
  4. Administer, advertise and award the Jo Cessna Scholarship Fund.
  5. Oversee administration of any Capital Funds.
  6. Work in cooperation with the Church Treasurer and in coordination with the Church Staff.
  7. Arrange for bi- annual compilation, review or audit of church financial records as directed by the Board of Deacons.

#### **4.4 Child Development Center Committee**

- A. Responsibility: Oversee and coordinate the daily operation and curriculum of the CDC.
- B. Composition: Six members to include a Deacon representative. The CDC Committee may request one or more parents of children currently enrolled in the CDC to serve in an advisory capacity with the Committee. The parent(s) may serve in this capacity without regard to church membership.

C. Functions:

1. Periodically review CDC policy, curriculum and physical assets to ensure continued compliance with all applicable state regulations.
2. Set tuition rates in consultation with the Stewardship Committee.
3. Work with the Church Personnel Committee to oversee the management of CDC personnel.
4. Create and implement a review policy so that the Committee can receive and address any grievances, concerns or other issues that arise in the course of CDC daily operations.

## **5.0 Ministry Teams**

Ministry teams oversee, lead and serve in the various church ministries. They serve on a one-year term beginning on July 1<sup>st</sup> and ending on the last day of June. Ministry teams are made up of between 3-6 full- time or associate members of the church over the age of 13. Members can serve on no more than 3 ministry teams in a one year period. Service on a ministry team is through voluntary sign up during the months of May or June. If there are no volunteers for a ministry team, that team will be inactive for the church year. Ministry teams may be added or removed from the active list as various needs arise.

### **5.1 Care Ministry Team:**

Provides a servant ministry through provisions of meals, visits and other contacts to our church family and others during crucial times when love, support and encouragement are needed. (death, hospitalization and illness). They will oversee and organize the church body to provide meals or visits for families facing difficulties. They will also oversee the ministry to home-bound members.

### **5.2 Outreach Ministry Teams:**

#### **5.2a Outreach Team**

Minister to and reach out to visitors and new members. Work with the church staff in contacting any new visitors to the church. Oversee the visitor/ new member luncheon and other activities geared towards ministering to those visiting the church. Develop new member assimilation activities and ministries. Work with the church staff to develop and implement evangelism strategies and programs for outreach. Plan, lead and oversee outreach events and activities.

#### **5.2b Publicity Team**

Oversee informative publication for visitors. Oversee outside publicity for the church, including but not limited to newspaper, radio, television, billboards and online. Work with the office administrator to oversee the Churches website for outreach and publicity.

### **5.3 Property Management Teams**

**5.3a Property Management Team**

Ensure all church property is properly used, maintained and kept in good repair. Inspect property on a regular basis and provide for the repair or replacement of defective, obsolete or worn equipment. Oversee HVAC, Heating and Bus use and repairs. Oversee the winter snow removal and summer mowing programs. Make recommendations to the deacons for additions, deletions or improvements to the church property. Plan, oversee and organize church work days and landscaping.

**5.3b Facilities Team**

Work with the Property Management team to oversee the indoor facilities for maintenance, cleaning, upkeep and repairs. Oversee overall appearance of facilities, including painting, furniture needs, room set-up and storage.

**5.3c Decoration Team**

Plan and decorate the facilities and worship center for special times of worship and seasons including but not limited to; Hanging of the Green, Christmas, Easter, Holy Week, July 4<sup>th</sup>, Harvest Day, revivals or other special occasions.

**5.3d Flower Team**

Work with the decorations team to provide flower and other appropriate decorations for Sunday morning worship services. Including the altar table, stage, narthex tables and other areas as the needs arrive.

**5.4 Worship Teams****5.4a Worship Planning Team**

Work with the Pastor and Worship leader in planning, coordinating and organizing the worship services. Plan special emphasis and coordinate communion and baptism services. Plan and organize any joint worship services or emphasis.

**5.4b Hospitality Team**

Includes Greeters to greet and assist those entering the worship center before and after worship services. Greeters also help with transitions between services. Ushers to assist with the offering. Parking Lot attendants to assist in parking and helping those in need get into the facilities.

**5.4c Ordinance Team**

Oversee preparation of the elements for communion. Prepare facilities and supplies for baptism and assist those participating.

**5.4d Counting Team**

Oversee the confidential counting and posting of tithes, offering and gifts on Mondays. Work with office staff and book keeper on making deposits and security of all gifts.

**5.4e Technical Team**

Oversee the sound, lighting, computer and video needs of the church. Help with set-up and take down between worship services. Oversee computer and network needs of the church.

**5.5 Family Life Teams****5.5a The Family Life Ministry Team**

They will plan, organize and oversee church wide fellowship and ministry activities for the entire church family; ie; cookouts, picnics, fellowships, etc. They will organize special emphasis for Wednesday night meals. Help the church in recognition of special days; high school and college graduation, Thanksgiving, birthdays, Christmas fellowships. They will work with the Children's director in the planning and implementation of the Fall Festival.

**5.5b Fellowship/Kitchen Team**

They will oversee, plan and implement activities where the fellowship hall and kitchen are used and/or food services are required. They will work with the Office Administrator to oversee the Wednesday night meal schedule. They will oversee all kitchen usage. They will keep an up to date operating manual for the kitchen appliances and usage. They will work with the Family Life and Decorations ministry teams on special days where meals are involved; Harvest Day, Holy Week, Fall Festival, etc. They will work with the Care Ministry Team in planning and organizing meals for funerals that are handled on campus.

**5.6 Missions Team**

The Missions team will discover ways to enhance church involvement in all missions activities (local, associational, state, national, global). They will make recommendations to the stewardship committee on the allocation of all budgeted missions offerings and the organizations or people that we support. They will plan ways to educate the church body about missions giving and needs and the various organizations that receive those budgeted resources. They will discover, plan, organize and implement both local and distant mission projects and trips for the church body to participate. They will schedule quarterly to bi-annual local mission projects.

**5.7 Age Ministry Teams****5.7a Children's Ministry Team**

Working with the Children's Director in planning, organizing and implementing all children's ministry needs and activities. Including nursery age, preschool age and elementary aged children.

**5.7b Student Ministry Team**

Work with the Student minister in planning, organizing and implementing all student ministry needs and activities. Including Youth (middle

school;6-8<sup>th</sup> grade) (High School; 9-12<sup>th</sup> grade) and College aged Students (18-22 years of age).

**5.7c Adult Ministry Team**

Plan, organize and implement all Adult ministry classes, fellowships and activities. Includes Young Adults (23-35) and Median Adults (35-60)

**5.7d Senior Adult Ministry Team**

Plan, organize and implement all Senior Adult (60+) Ministry activities, events and programs.

**5.7e Women's Ministry Team**

Develop bible studies, ministry opportunities and activities for women.

**5.7f Men's Ministry Team**

Develop bible studies, ministry opportunities and activities for men.

**CERTIFICATION OF ADOPTION**

Bylaws established pursuant to the Constitution shall be adopted, and may thereafter be amended or repealed, at a church conference by a majority vote of a quorum (12%) of total Full church members.

The vote to adopt these By-Laws or to amend or repeal them shall be taken not less than seven days after formal presentation of same to members at a duly called church conference. A written copy of any such proposed amendment shall be provided to any member on request.

The foregoing Bylaws were adopted by the affirmative vote of a majority of members present at church conference on the

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Jeff Foster, Chairman, Board of Deacons

[Corporate Seal]

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Cindy Lege, Church Clerk

Revised: January 31, 2016