

# FBC Nevada Constitution & By-Laws



## Constitution & By-Laws Revision Team 2019



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# Constitution of First Baptist



## PREAMBLE

We adopt, declare, and establish this Constitution for the purpose of preserving and securing the principles of our faith, and to the end that this body of believers may be governed in an orderly manner consistent with the teachings of the Holy Scripture.

## ARTICLE I – NAME

This body of believers shall be known as First Baptist Church Nevada, Inc., of Nevada, Missouri (referred to as the “Church”).

## ARTICLE II – PURPOSE

Desiring to glorify God the Father through His unique Son, Jesus Christ, the Head of the Church, in the power of the Holy Spirit, the purposes of First Baptist Church, Nevada are to fulfill the Great Commission (Matthew 28:19-20) and actively live out the commandments of Matthew 22:36-40

## ARTICLE III – STATEMENT OF FAITH

We believe that the sixty-six books of the Bible were written by men divinely inspired by God, and as such are completely trustworthy, and are the basis for our beliefs. While this Church maintains its right and responsibility to trust and accept the Bible as the sole basis of our beliefs, this Church accepts *The Baptist Faith and Message, 2000* as a general statement of our faith..

Exodus 24:4; Deuteronomy 4:1-2; 17:19; Joshua 8:34; Psalms 19:7-10; 119:11,89,105,140; Isaiah 34:16; 40:8; Jeremiah 15:16; 36:1-32; Matthew 5:17-18; 22:29; Luke 21:33; 24:44-46; John 5:39; 16:13-15; 17:17; Acts 2:16; 17:11; Romans 15:4; 16:25-26; 2 Timothy 3:15-17; Hebrews 1:1-2; 4:12; 1 Peter 1:25; 2 Peter 1:19-21.

## ARTICLE IV – CHURCH GOVERNMENT

### & AFFILIATIONS

Under the Lordship of Jesus Christ, the membership retains the exclusive right of self-government of this Church. This

members.

Oversight of the Preschool is the responsibility of the Preschool Advisory Council (PAC), which is composed of five members including the Senior Pastor, the Children’s Pastor, the Preschool Director, and two other members of First Baptist Church. These latter two are selected by the Senior Pastor, Children’s Pastor, and Preschool Director, and they may not be employed by the Preschool. The two at large members of the PAC serve a two-year term, with one member rotating off every year.

The daily operation of the Preschool is the responsibility of the Preschool Director, who is hired by the Senior Pastor in consultation with the remaining members of the PAC. The Director may hire additional staff with the approval of the PAC.

Further details on the operating procedures and policies of the Preschool will be stated in *The Manual of Policies and Procedures of “The Way” Preschool*, which is composed by the PAC.

## NOTES

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The Lord's Supper is a symbolic act of obedience through which believers remember the sacrifice of Christ, recognize His presence among believers and anticipate His final coming. Participation in taking the Lord's Supper is for professing Christians.

### SECTION VI: BUILDING USE

- A. The Church building and grounds shall be open to members and non-members for the use of celebrations or gatherings, subject to the rights and responsibilities set forth in the *Policies and Procedures* of First Baptist Church.
  - B. At no time may a wedding ceremony or reception be allowed in or on Church owned property between couples of the same sex. This provision applies no matter the legal availability of such ceremonies in the State of Missouri.
  - C. At no time shall a celebration or gathering be allowed in or on Church-owned property between couples of the same sex. This provision applies regardless of the laws of the State of Missouri.
- D. CHURCH CANCELLATIONS**  
The President of the Council and the Senior Pastor will decide whether or not to cancel Church Worship Services due to inclement weather or a disaster.

### SECTION VII: "THE WAY" PRESCHOOL

"The Way" Preschool is a ministry of First Baptist Church. It combines a Christian environment and instruction with academic and social preparation for elementary school. It serves preschool-age children from the community as well as from the families of First Baptist Church



Church is not subject to control by any other ecclesiastical body, but recognizes the obligations of Southern Baptist Churches to carry out ministries for the extension of Christ's Kingdom. While maintaining its autonomy, the Church may, as the members of the Church determine, cooperate with and support the Osage River Baptist Association, the Missouri Baptist Convention, and the Southern Baptist Convention.

### ARTICLE V – ADOPTION & AMENDMENTS

Section 1. This Constitution shall be adopted by a two-thirds (2/3) affirmative vote of the members voting in accordance with the voting provisions as set forth in the By-Laws.

Section 2. Any voting member may propose an amendment to the Constitution. It must be in written and signed form. The Council will review the proposal and may make recommendations for clarifying language before the proposal is presented to the congregation. The Council will call a business meeting for the purpose of presenting and voting on the proposed amendment. The Council shall announce and publish the proposed amendment no less than thirty (30) days prior to the special called business meeting. Two-thirds (2/3) majority is required to approve the amendment.

### SECTION I— CHURCH MEMBERSHIP

#### A. GENERAL

1. The members of the Church shall consist of all persons who have met the requirements for membership and are listed on the Church membership roll.
2. First Baptist Church Nevada, Inc. does not have corporate members as the term "member" is defined in RSMo Section 355.066.



# By-Laws of First Baptist Church



Church membership does not constitute being a member of the corporate entity known as First Baptist Church Nevada, Inc., as that term is defined in RSMo Section 355.066. The right of a First Baptist Church Nevada, Inc. Church member to vote on the selection of the administrative or ministerial positions does not constitute being a “member” of First Baptist Church Nevada, Inc. as the term “member” is defined in RSMo Section 355.066.

### B. REQUIREMENTS OF CHURCH MEMBERSHIP

The requirements for Church membership are as follows:

1. A personal profession of faith in Jesus Christ as Lord and Savior; and
2. Baptism by immersion as a believer is a symbol of salvation;
3. Membership shall be granted to those following B.1 and B.2 when those requirements have not previously been accomplished in the individual’s life. Membership shall also be granted upon receipt of a letter from another Southern Baptist church declaring that the candidate for membership was a member in good standing. Membership shall also be granted by a statement of faith. The candidate shall also affirm that he/she has been baptized by immersion. If the candidate has not been baptized by immersion, then the candidate shall be granted membership upon baptism by immersion.

### C. RESPONSIBILITIES OF CHURCH MEMBERSHIP

The responsibilities of membership are described in the Church Membership Covenant (“Life Together at First Baptist Church Nevada”) set forth below.

#### “Life Together at First Baptist Church Nevada”

We, the members of First Baptist Church Nevada, affirm that to be a member of the First Baptist family of faith is to be committed to developing a growing relationship with the Lord Jesus Christ and grow-

### 3. Council Discretionary Gifts

If a contributor makes a donation to the church to be used over and above the annual budget, but does not have a specific purpose or project in mind, the gift will be deemed a “Council Discretionary Gift”. The Council will use the gift in a way that respects the purpose and identity of First Baptist Church. Any single expenditure or project that will exceed a cost of \$50,000 (as it is estimated at the beginning of the project) must be approved by the Church at an appropriately called business meeting.

### C. BUDGET

The budget shall be developed by the Council in consultation with the ministerial staff. The Council shall present the budget to the congregation at the annual business meeting after two-thirds (2/3) of the Council members have given preliminary approval of the budget. An affirmative vote of two-thirds (2/3) of the voting members shall be necessary for final approval.

### D. ACCOUNTING

All financial records and accounts shall be reviewed on an annual basis by an individual chosen by the Council. A performance audit shall be conducted no less than every five years by a firm selected by the Council.

## SECTION V: ORDINANCES

### A. BAPTISM

Baptism is a symbol of the new life that comes through faith in Christ. It does not convey salvation; it is an act of obedience to the command of Christ. The ordinance of baptism shall be by immersion of a believer in water upon his or her confession of Christian faith.

### B. LORD’S SUPPER (COMMUNION)



Southern Baptist Convention as long as such cooperation does not violate the autonomy of First Baptist Church.

## SECTION IV: FISCAL POLICY

### A. FISCAL YEAR

The Church year shall be from September 1 through August 31. The fiscal year shall be January 1 through December 31.

### B. GIFTS AND DISBURSEMENTS

All revenue coming into the church shall fall under one of the following designations:

1. Normal Revenue
2. Designated Gifts
3. Council Discretionary Gifts.

The collection and disbursement of these revenues shall be made using the following guidelines:

#### 1. Normal Revenue

All tithes and offerings collected through regular offerings, including online giving, that is not specifically designated by the giver as (2) or (3), shall be characterized as "Normal Revenue" and shall be deposited into the general fund. All disbursements from the general fund shall be made only in accordance with the authorized procedures of the church.

#### 2. Designated Gifts

When a contributor designates a gift for a specific purpose, the Council will determine whether the proposed expenditure is in keeping with the purposes and identity of First Baptist Church as a body under the Lordship of Jesus Christ. Furthermore, any such expenditure over \$50,000 must be approved by the Church at an appropriately called business meeting. If the Council or the Church determines that the proposed expenditure is not in keeping with the purposes and identity of the Church, the funds will be returned to the giver, although the council is free to propose an alternative purpose for the funds to the giver, or make recommendations for amending the original purpose.



ing relationships with other members of the Church. In the context of these relationships, we commit to God and to one another that we will earnestly endeavor to do the following under the leadership of the Holy Spirit (all Scriptures are from the *New International Version* unless noted).

1. We will prize and protect the unity of our Church family by:
  - a. Acting in love toward other members.
    - (1) "Let us therefore make every effort to do what leads to peace and to mutual edification."  
Romans 14:19
    - (2) "Be completely humble and gentle; be patient, bearing with one another in love. Make every effort to keep the unity of the Spirit through the bond of peace." Ephesians 4:2-3
    - (3) "Now that you have purified yourselves by obeying the truth so that you have sincere love for your brothers, love one another deeply, from the heart." I Peter 1:22
    - (4) "Be kind and compassionate to one another, forgiving each other, just as in Christ God forgave you," Ephesians 4:32
  - b. Refusing to gossip and stir up dissension.
    - (1) "Do not let any unwholesome talk come out of your mouths, but only what is helpful for building others up according to their needs, that it may benefit those who listen." Ephesians 4:29
    - (2) "There are six things the Lord hates . . . a man who stirs up dissension among brothers." Proverbs 6:16, 19
    - (3) "A perverse man stirs up dissension, and a gossip separates close friends." Proverbs 16:28
  - c. Honoring and following the leaders.
    - (1) "Remember your leaders, who spoke the word of God to you. Consider the outcome of their way of life and imitate their faith. Jesus Christ is the same yesterday and today and forever." Hebrews 13:7-8
    - (2) "Obey your leaders and submit to their authority. They keep watch over you as men who



must give

account. Obey them so that their work will be a joy, not a burden, for that would be of no advantage to you.” Hebrews 13:17

d. Resolving conflicts through the scriptural, disciplinary guidelines of our Church.

(1) “If your brother sins against you, go and show him his fault, just between the two of you. If he listens to you, you have won your brother over. But if he will not listen, take one or two others along, so that every matter may be established by the testimony of two or three witnesses. If he refuses to listen to them, take it to the Church: and if he refuses to listen even to the Church, treat him as you would a pagan or a tax collector.”

Matthew 18:15-17

(2) “If another Christian is overcome by some sin, you who are godly should gently and humbly help that person back onto the right path. And be careful not to fall into the same temptation yourself.” (NLT) Galatians 6:1

2. We will participate in the ministry of our Church family by:

a. Attending faithfully and giving generously. A new member is encouraged to complete the Church Membership Orientation and affirmation of the Church Membership Covenant.

(1) “Let us not give up meeting together . . . But let us encourage one another.” Hebrews 10:25

(2) “Every Sunday each of you must put aside some money, in proportion to what you have earned, and save it up.” I Corinthians 16:2 (TEV)

b. Discovering our gifts and talents.

(1) “Serve one another with the particular gifts God has given each of you.” I Peter 4:10 (Phillips)

(2) “It was [God] who gave some . . . to be pastors and teachers, to prepare God’s people for works of service, so that the body of Christ may be built up.” Ephesians 4:11-12

c. Being equipped to serve.



special called business meeting.

3. Notice of any called or annual business meeting shall be announced at a regular scheduled worship service. Efforts to provide notice by other reasonable means (*Mainspring*, etc.) will also be made.

4. The Council of Stewards shall be responsible for determining the manner of voting for the issues presented, including the possibility of absentee voting.

### B. AMENDING THE BY-LAWS

Any voting Member may present to the Council a written proposal to amend the By-Laws. No anonymous requests to amend the By-Laws will be considered. The Council will review the proposal, and may make recommendations for clarifying language before the proposal is presented to the congregation. The Council will call a special business meeting for the purpose of presenting and voting for the proposed amendment. The Council shall publish and announce the proposed amendment no less than (30) days prior to the special called business meeting. Two-thirds (2/3) affirmative vote of the members present and voting shall be required to approve the proposed amendment.

### C. PARLIAMENTARY PROCEDURE

All proceedings of the Church shall be conducted in conformity with the usual parliamentary procedure set forth in the most recent edition of *Robert’s Rules of Order*, unless otherwise stated in the Constitution and By-Laws.

### D. MESSENGERS

Any member may nominate messengers to be sent to the Association and Convention meetings. After receiving nominations, the church will approve official messengers to serve for that year at the annual business meeting of the church.

### E. COOPERATION

First Baptist Church may cooperate with the Osage River Baptist Association, the Missouri Baptist Convention, and the





15. Ministerial and non-ministerial staff, other than the Senior Pastor, may not serve on the Council except as stated above in paragraph 2 of this section. Immediate family members of ministerial and non-ministerial staff may not serve on the Council.

### SECTION III: GOVERNMENT

#### A. CHURCH BUSINESS MEETING

1. A Church business meeting will be scheduled annually, usually in the fourth quarter. An agenda for the meeting will be developed by the Senior Pastor, ministerial staff and Council. The date of the annual business meeting shall be published no later than four weeks prior to the proposed date of the annual business meeting. The agenda, proposed budget, and any reports necessary to agenda items, will be made available to the Church no less than two (2) weeks prior to the scheduled business meeting. This meeting will provide a forum for handling the business of the Church not otherwise reserved for an administrative or ministerial body. Agenda items may be presented to the Council by any member of the Church. A member who desires to include an issue on the agenda must present a request to the Council during the two (2) week period between the time the business meeting date is announced and the agenda is published. Motions or issues presented from the floor not pertaining to the published agenda will be referred to the Council. The Council will provide a written response regarding the disposition of any proposed motion or resolution. A quorum for any business meeting will be met with either 10% of voting members or 25% of the average worship attendance of the six (6) months prior to the business meeting and a majority will pass the motion. The Council will appoint a moderator for all Church business meetings.
2. A special business meeting shall be announced two consecutive Sundays prior to the scheduled date unless a time sensitive issue requires immediate congregational action. An issue is 'time sensitive' if it involves the loss of Church property valued in excess of \$500 or the endangerment of life or safety. The topic of the special business meeting will be stated when the meeting date is announced. No other agenda items will be considered during a



- “Each of you should look not only to your own interests, but also to the interests of others. Your attitude should be the same as that of Christ Jesus; Who . . . [took on] the very nature of a servant.” Philippians 2:4-7
- d. Developing a servant’s heart.
    - (1) “But among you it should be quite different. Whoever wants to be a leader among you must be your servant, and whoever wants to be first must become your slave. For even I, the Son of Man, came here not to be served but to serve others, and to give my life as a ransom for many.” Matthew 20:26-28 (NLT)
    - (2) “You, my brothers, were called to be free. But do not use your freedom to indulge in the sinful nature; rather, serve one another in love.” Galatians 5:13
  3. We will be a partner in the mission of our Church family by:
    - a. Praying for its health and growth.
      - (1) “In all my prayers for all of you, I always pray with joy because of your partnership in the gospel.” Philippians 1:4-5
      - (2) “We have not stopped praying for you and asking God . . . that you may live a life worthy of the Lord and may please Him in every way; bearing fruit in every good work, growing in the knowledge of God.” Colossians 1:9-10
    - b. Inviting the unchurched to attend.
 

“Then the master told his servant, ‘Go out to the roads and country lanes and make them come in, so that my house will be full.’” Luke 14:23
    - c. Warmly welcoming those who visit.
 

“So, warmly welcome each other into the church, just as Christ has warmly welcomed you; then God will be glorified.” Romans 15:7 (LB)
    - d. Sharing Christ as we have opportunity both here and around the world.
 

“Always be prepared to give an answer to everyone who asks you to give the reason for the hope that you have.” I Peter 3:15
  4. We will commit to developing a growing relationship with Christ and growing relationships with others by:



- a. Understanding that much of our spiritual growth occurs in biblical community and participating in small groups/Sunday school groups. Acts 2:42-47; Romans 12:3-13
- b. Becoming disciples and disciple others. Matthew 28:19-20

**D. VOTING RIGHTS OF CHURCH MEMBERSHIP**

Every member of the Church shall have the right to vote on all matters presented to the Church for consideration. Each member of the Church is entitled to one vote.

**E. CHANGING OF CHURCH MEMBERSHIP STATUS**

A member shall be removed from the Church membership roll and his or her Church membership terminated for any one of the following reasons:

- 1. Death.
- 2. Transfer of membership to another Church, or when the Church office is informed that a member has joined another Church or is affiliated with another Church, or by erasure upon becoming affiliated with another Church.
- 3. A personal written request by the member;
- 4. Exclusion by the action of the Church when the member's life, conduct, or beliefs are inconsistent with the Scriptures in such a way that the ministry influence of the Church is hindered. All matters of Church discipline, including exclusion, shall be guided by a concern for redemption, reformation, and reconciliation. This shall be handled first by the Senior Pastor and the Deacons in the spirit of Matthew 18:15-17. If it becomes necessary for the Deacons and the Senior Pastor to recommend that the Church take action to exclude a member, per a special business meeting, it will take a (2/3) affirmation vote of the members present and voting. The Senior Pastor and Deacon Chairman shall notify the person of the time, date and place of the meeting.
- 5. After five fiscal years of being on the Church's in-active list, a person will be removed from the roll unless his or her continued membership is approved by the Senior Pastor and the Deacons.
- 6. Active members are expected to be faithful Christ followers, and to share in and actively support the Church's mission and purpose.



Ministerial Staff.

- 7. The Council of Stewards shall elect a President, Vice-President and Secretary at the January meeting each year. The selected

individuals will be those considered for the purposes of reporting to the Missouri Secretary of State. The Church Financial Secretary will be considered the Treasurer of the Church for purposes of reporting to the Missouri Secretary of State.

- 8. The Council shall hold legal title to the Church property. The Council may not sell Church property of value in excess of \$5,000.00 without Church approval at a business meeting.
- 9. The Council shall have the sole right and obligation to execute instruments and documents creating purchases or debts and obligations binding on the Church. The Council may not, without Church approval at a business meeting, approve debt which exceeds 5% of the Church's annual operating budget. The 5% limit is for the entire budgetary year and is meant to include all potential debts, purchases, and obligations in sum total. This does not mean that the Council may approve multiple debts, purchases, and obligations as long as each is less than the 5% limit.
- 10. If it becomes necessary to remove a Steward or a Steward can no longer act, the Steward may be dismissed by a two-thirds (2/3) vote of the other Stewards.
- 11. Anything voted on by the Council requires affirmative vote of no less than six (6) Council Members.
- 12. The Council shall not, without Church approval, call Pastoral Staff, sell Church real property purchased with member's donations, change denominational affiliation, change Articles of Incorporation, Church Constitution and By-Laws.
- 13. The Council may appoint, as necessary, various teams to investigate, study or otherwise make recommendations to the Council on issues falling within the purview of the Council's duties as stated in paragraph G. 3 of this section.
- 14. The Council shall meet monthly and may call special meetings as deemed necessary. Any member wishing to address the Council at its monthly meeting should contact the Council no later than two weeks prior to the regularly scheduled meeting. The minutes from each meeting will be posted within 10 days following the meeting.



- tional, or other named pastor temporarily filling the position of Senior Pastor, shall have the same rights and responsibilities on the Council as if he were the Senior Pastor. If there is no one filling the role of Senior Pastor the Ministerial Staff shall select a Ministerial Staff Member to fill that position on the Council. The Ministerial Staff Member shall have the right to vote on the Council.
3. The Council should be organized according to the following protocol, unless another protocol meets ministerial and administrative requirements more effectively:
    - a. Finance Team: Three members of the Council will propose the annual budget, subject to full Council and Church approval, and facilitate the management and accountability of the budget.
    - b. Personnel Team: Three members of the Council, in conjunction with the Senior Pastor, will be responsible for evaluating personnel needs, proposing salaries, benefits, and creating necessary positions.
    - c. Building & Grounds Team: Two members of the Council will be responsible for protecting the physical properties of the Church.
  4. Council Members will serve four year terms. Council Members can serve two consecutive terms, but must rotate off for at least one year before serving additional terms. A member may serve two consecutive terms after each one year off of the Council.
  5. Nominations for prospective Council Members will be taken from the congregation. The Senior Pastor, Chairman of Deacons and past three Chairmen of the Deacons will interview the prospective candidates. The nominee shall be presented first to the Deacons for approval. An affirmative vote of three-fourths (¾) of the deacons attending shall be required for further presentation to the congregation. An affirmative vote of three-fourths (¾) of the congregation attending shall be required for final selection.
  6. Council Members should be dedicated to the mission of the Church. Council Members should be committed to Christ, loyal to the Church body and supportive of



## F. RESTORATION OF CHURCH MEMBERSHIP

Upon evidence of the excluded person's repentance and reformation, such person excluded by action of the Church shall be restored by a two-thirds (2/3) affirmative vote of the members present and voting for such motion during a Church business meeting upon the recommendation of the Senior Pastor and Deacons in the spirit of II Corinthians 2:5-11.

## SECTION II: CHURCH LEADERSHIP

### A. SENIOR PASTOR

1. The Senior Pastor shall serve as the shepherd and spiritual leader of this Church. The basic qualifications for the senior pastoral office are set forth in I Timothy 3:1-7 and I Peter 5:1-3. The

Senior Pastor shall also lead, in coordination with the Council of Stewards, the administrative functions of the Church, including, but not limited to, personnel, finance and physical properties.

2. The Senior Pastor shall be called by the Church upon recommendation of the Pastoral Search Team, as constituted by the Council of Stewards. Calling of the Senior Pastor shall require no less than three-fourths (¾) affirmative vote from voting members present.
3. The Senior Pastor shall serve for an indefinite period.
4. The Senior Pastor shall be the supervisor for all ministerial and non-ministerial staff. The Senior Pastor, in conjunction with the Personnel Team of the Council of Stewards, shall evaluate each staff member annually.
5. The Senior Pastor shall be a voting member of the Council of Stewards.
6. The Senior Pastor will be accountable to the congregation and is expected to take the necessary steps for his own accountability and personal growth, and to ensure that he remains true to the mission of the Church. He will select his own accountability group consisting of at least three (3): The Deacon Chairman, plus others of his choosing.

### B. REMOVAL OF SENIOR PASTOR

1. If the Senior Pastor has violated his spiritual and/or administrative duties, and such violation demands removal of the Senior



Pastor, the Chairman of Deacons and the President of the Council of Stewards shall present to the congregation the violations and recommendation for removal at a special called congregational meeting.

2. An affirmative vote of three-fourths ( $\frac{3}{4}$ ) of the voting members present shall be required for removal of the Senior Pastor.

### C. MINISTERIAL STAFF

1. Ministerial positions shall be created as needs arise. At the adoption of these By-Laws, the ministerial staff positions include Senior Pastor, Senior Adult Pastor, Youth Pastor, Children's Pastor and Worship Pastor.
2. Ministerial Staff shall be called in the same manner and require the same voting support as the Senior Pastor.
3. The Senior Pastor and the Council shall be responsible for creating job descriptions and recommending salaries and benefits for ministerial staff. Prior to calling ministerial staff, the Council shall present to the congregation, in written form, the job description and recommended salary and benefits for the prospective ministerial staff.
4. The Council and the Senior Pastor will have the authority to appoint interim ministerial staff to serve while a search is made to fill a permanent need. The Council and Senior Pastor will have the authority to set the salary package and write the job description.

### D. REMOVAL OF MINISTERIAL STAFF

1. Ministerial Staff shall be removed in the same manner as the Senior Pastor.
2. A vote of at least three-fourths ( $\frac{3}{4}$ ) of voting members present in favor of removal shall be required for termination.

### E. NON-MINISTERIAL STAFF

1. The Senior Pastor and Council shall be responsible for creating non-ministerial positions as needs arise.
2. The Senior Pastor and Council shall create or update job descriptions and set salaries and benefits for non-ministerial staff.
3. The Senior Pastor, Council and non-ministerial staff supervisors



shall hire, supervise, and dismiss non-ministerial staff.

4. The Senior Pastor shall evaluate the non-ministerial staff supervisors.
5. Non-Ministerial Staff supervisors shall evaluate their staff.

### F. DISCIPLINARY ACTIONS/ TEMPORARY SUSPENSIONS

If it becomes necessary to investigate a staff member with regard to potential disciplinary action, the Senior Pastor, President of the Council and Deacon Chairman may approve paid suspension of the staff member for up to three weeks.

### G. LAY LEADERSHIP

Deacons: Performing, alongside Staff and the Congregation, the Ministries of the Church in care, proclamation and leadership.

1. The Deacons shall serve from January-December and may renew each year without congregational vote so long as they desire to serve and meet biblical qualifications.
2. When Deacon positions need to be filled, the congregation shall provide names to a team made up of the Senior Pastor, Deacon Chairman and the past three Deacon Chairmen. Said leaders shall interview prospective Deacons and make recommendations to the Church.
3. The Church shall approve the prospective deacons at a special or annual congregational meeting. A Deacon must have three-fourths ( $\frac{3}{4}$ ) affirmative approval from number of ballots cast.
4. The Deacon body will nominate candidates for Chairman of Deacons. The candidates shall be voted on by the Deacon body. The candidate to be named Chairman will be the nominee receiving three-fourths ( $\frac{3}{4}$ ) of the affirmative votes of voting Deacons. The Deacon chair term shall be two years. A Deacon may serve multiple terms but each term must be separated by at least one term.

### H. COUNCIL OF STEWARDS

1. The Council of Stewards shall be responsible for the financial, physical properties and personnel needs of the Church.
2. The Council of Stewards will be composed of eight members, plus the Senior Pastor. Each member, including the Senior Pastor, will have a vote on the Council. An interim, transi-