

Bylaws of _____ Baptist Church

Introductory Statement

_____ Baptist Church (hereafter referred to as the Church), is a religious nonprofit [Nebraska/Iowa] corporation that exists to proclaim and demonstrate the gospel of Jesus Christ and to promote the Christian maturity of her members. The Baptist Faith and Message as adopted by the Southern Baptist Convention provides a basic overview of the church's theological beliefs.

I. Membership

The members of the Church are those baptized believers in Christ who have signed the Membership Covenant and are faithfully fulfilling the terms of that covenant. Inactive members or members who move out of the community have by virtue of their actions removed themselves from membership.

A member whose actions and life-style are not in alignment with the church's statement of faith shall be lovingly and humbly approached by the pastor and two spiritually mature members in a manner that aligns with Matthew 18:11-17.

II. Organization

A. Officers

The corporate officers must be members of the church. The Pastor will serve as President, the Clerk will serve as Secretary and the Bookkeeper will serve as the Treasurer. They are the authorized signors on any and all legal documents.

The clerk will take minutes and maintain a historical record of all church business meetings. The clerk will file the required bi-annual report with the secretary of state.

The bookkeeper/treasurer will maintain the financial records of the church and provide a financial report to the church at least once each quarter. They are also responsible for filing any and all state and federal tax forms.

B. Ministry Leadership Team

The Ministry Leadership Team shall consist of the pastor who serves as chairman and three spiritually mature leaders of the Church.

The Ministry Leadership Team shall be responsible for the spiritual well being of the Church, leading the Church to define and accomplish her mission, and supervising the Church's various ministries and day-to-day operations.

C. Administrative Team

The Administrative Team shall consist of the clerk and the bookkeeper/treasurer. The pastor serves as an ex-officio voting member of the team.

The Administrative Team's regular duties are

- Submitting an annual Church operating budget for approval by the Church members.
- Overseeing the preparation of monthly Church financial statements.
- Overseeing the handling of Church receipts.
- Maintaining adequate property and liability insurance for the Church.
- Scheduling and leading an annual meeting of the Church

members, and additional Church member meetings as necessary.

- Nominating the next year's Administrative Team for approval by the Church.
- Other administrative tasks that are necessary for the well being of the Church.
- Submitting any necessary changes to the Church's constitution or bylaws for approval by the Church members.

D. Pastor Search Team

The Administrative Team and Ministry Leadership Team will be combined to form a Pastor Search Team when the office of pastor is vacant. Their duties are:

- Finding an interim and/or supply pastor(s).
- In consultation with the associational Director of Missions, outlining a process to guide the work of the Pastor Search Team.
- Recommending a single candidate to the church to serve as pastor.

E. Church Meetings and Voting by Members

The church will hold at least one meeting annually for the purpose of approval of budget and approval of nominations from the Administrative Team. All meetings shall be announced at least one week in advance.

Ministry Leadership and Administrative Team members shall be elected annually as by the members of the Church. In the first year of this constitution, the pastor shall nominate them. In following years the Ministry Leadership Team will nominate the next year's team members.

In all matters requiring a vote of the Church members, the

matter shall be decided by a simple majority of those members present and voting. A quorum shall be defined as those members who are present at a scheduled meeting. If there is any question about who is eligible to vote or about any aspect of a scheduled meeting of Church members, the decision of the Administrative Team shall be binding.

The pastor, or whomever he designates, shall serve as moderator of all church business meetings. The matters requiring a vote of Church members are:

- Approval of the annual Church operating budget.
- Approval of the Leadership Team.
- Approval of the Administrative Team.
- Approval of the Pastor Search Team.
- Calling of a pastor candidate nominated by the Pastor Search Team.
- Incurring of indebtedness exceeding 5% of the Church's annual budget.
- Acquisition or disposition of real estate by the Church.
- Approval of changes to the Church constitution and bylaws.

III. Affiliations

The Church shall be in a cooperative relationship with the local Southern Baptist Association the State Convention of Southern Baptists, and the Southern Baptist Convention. These cooperative relationships are for the purpose of carrying out the gospel mission locally, regionally, and internationally, and in no way shall interfere with the autonomous, self-governing nature of the Church.

IV. Amendments

These by-laws may be amended at any church meeting provided that copies of the amendments are made available to all members at least three weeks in advance of the meeting. For approval amendments require a 2/3 majority vote of the members present.

V. Distribution of Assets upon Dissolution

Upon dissolution, all assets of the Church shall become the property of the local Southern Baptist Association.

8/22/18