

FIRST BAPTIST CHURCH OF RAYNHAM, MASSACHUSETTS BYLAWS



3rd Revision July 2004

BYLAWS OF THE FIRST BAPTIST CHURCH
OF RAYNHAM, MASSACHUSETTS

REVISED AND ADOPTED SEP. 20, 1995
3rd Revision July 2004

ARTICLE I - NAME

Section 1.

The name of this corporation shall be the First Baptist Church of Raynham, Massachusetts.

ARTICLE II - PURPOSE, STATEMENT OF FAITH AND CHURCH COVENANT

Section 1. Purpose

According to historic Baptist principles, the purpose of this church is to maintain the public worship of God, preach the Gospel of our Lord Jesus Christ, administer the ordinances of the New Testament, care for the spiritual lives of its members, contribute to the evangelization of the world, and the conversion of its people to our Lord Jesus Christ.

Section 2. Statement of Faith

A. The Word of God

We believe that the Bible is the Word of God, fully inspired and without error in the original manuscripts, written under the inspiration of the Holy Spirit, and that it has supreme authority in all matters of faith and conduct. (2 Tim.3:14-17; 2 Pet. 1:20-21; Mt.5:18; Jn.16:12-13)

B. The Trinity

We believe that there is one living and true God, eternally existing in three (3) persons, that these are equal in every divine perfection, and that they execute distinct but harmonious offices in the work of creation, providence and redemption. (Deut.6:4; Jn.1:1-2, 5:18; Acts 5:4-5; Gen.1:1-2; Col.1:15-18; Jn. 10:17-18; Rom.8:11)

C. God the Father

We believe in God, the Father, an infinite, personal spirit, perfect in holiness, wisdom, power and love. We believe that He concerns Himself mercifully in the affairs of men, that He hears and answers prayer, and that He saves from sin and death all who come to Him through Jesus Christ. (Jn.4:24; 17:22-26; 1 Pet. 1:15-16)

D. Jesus Christ

We believe in Jesus Christ, God's only begotten Son, conceived by the Holy Spirit. We believe in His virgin birth, sinless life, miracles and teachings. We believe in His substitutionary atoning death, bodily resurrection, ascension into heaven, perpetual intercession for His people, and personal visible return to earth. (Jn.3:16; 1:1-2, 14; Mt.1:18; Lk.1:35; 2 Cor.5:21; Jn.21:24-25; Phil.2:6-8; Rom. 5:6-10; Jn.1:12; 1 Cor.15:3-4; Acts 1:9-11; Heb.7:25-27; 1 Jn.2:1-2)

E. The Holy Spirit

We believe in the Holy Spirit who came forth from the Father and the Son to convict the world of sin, righteousness, and judgment, and to regenerate, sanctify, and empower all who believe in Jesus Christ. We believe that the Holy Spirit indwells every believer in Christ, and that He is an abiding helper, teacher, and guide. (Jn.16:8; Acts 5:4-5; Jn.3:5-8; Tit.3:5-6; Eph.1:13-14; Jn.14:26; 16:13-14)

F. Regeneration

We believe that all men are sinners by nature and by choice and are, therefore, under condemnation. We believe that those who repent of their sins and trust in Jesus Christ as Savior are regenerated by the Holy Spirit. (Rom.3:23, 5:12, 18, 8:1, 11; Acts 2:38)

G. Salvation

We believe that salvation is solely by God's grace through faith in the person and work of Jesus Christ. Good works do not lead to salvation, but are a result and evidence of a changed life. (Rom.3:28, 5:1; Gal.2:15, 3:24; Acts 4:11-12; Eph. 2:8-9)

H. Atonement

We believe that Christ's sacrificial death on the cross is a vicarious, complete, eternal, and perfect offering for sins for all time. Thus, through His one sacrifice He has perfected for all time those who are sanctified. (Rom.3:25, 5:8-11; Heb. 2:17, 7:23-28, 9:11-14, 26, 28, 10:10-14; 1 Jn.2:2, 4:9-10; 2 Cor.5:21)

I. Eternal Security

We believe in the doctrine of eternal security; that is, everyone who is born again by the Spirit of God is eternally secure in the salvation given by the Lord Jesus Christ and kept by the power of God's grace unto that day. We do not believe that one can lose his salvation once he has received salvation. (Jn.6:37-40, 10:27-30; Rom.8:32-39)

J. The Church

We believe in the Church Universal, a living spiritual body of which Christ is the head and all regenerated persons are members. We believe in the local church consisting of a company of believers in Jesus Christ, baptized on a credible profession of faith, and associated for worship, work and fellowship. We believe that God has laid upon the members of the local church the primary task of giving the gospel of Jesus Christ to a lost world. (Rev.7:9-17; Col.1:18; 1 Cor.12:13; Eph.4:4-7, 12; Acts 2:41-47; Mt.28:18-20)

K. Tongues

We recognize the controversy surrounding the issue of the gift of tongues in the church today. The fact is that godly, Bible-believing Christians are found to be on both sides of this controversial issue. Therefore, we appeal to the Scriptures. If the gift of tongues is operational, it must be exercised in accordance with the scriptural guidelines associated with the operation of these gifts in the local church as follows in 1 Cor.14:27-28: "If anyone speaks in a tongue, it should be by two or at the most three, and each in turn, and let one interpret; but if there is no interpreter, let him keep silent in the church; and let him speak to himself and to God." (1 Cor.12:10, 13:1-13, 14:1-40)

L. Healing

We believe that God is capable of, and performs, miracles of healing on whom He wills in accordance with His divine plan for their lives. Through the operation and power of the Holy Spirit, God has been pleased to use the elders of the church in this divine work through the laying on of hands. (1 Cor.12:9, 30; Jas.5:14-16)

M. Prayer

We believe in the power of prayer. We also believe that God encourages His children to pray and delights in answering the prayers of His people according to His Will. (Mt.7:7-11; Lk.18:1-7; 1 Jn.5:14-15)

N. Christian Conduct

We believe that a Christian should live for the glory of God and the well-being of his fellowmen; that in his conduct he should strive to be blameless before the world; that he should be a faithful steward of his possessions; and that he should seek to realize for himself and others the full stature of maturity in Christ. (Eph. 4:1-3, 17-23; Rom.12:1-2)

O. Marriage

We believe that the institution of marriage has been ordained by God and is limited to a monogamous relationship between one natural-born man and one natural-born woman (Gen.2:18-24). God's divine ideal is for the marital union to be for life, but under certain conditions and extenuating circumstances, the Scriptures may allow for divorce and remarriage. (The performing of such marriage ceremonies will be left up to the personal discretion and decision of the pastor.) However, under no circumstances do the Scriptures allow for same-sex unions or marriages. Scripture is explicitly clear that homosexuality is aberrational behavior and a deviation from the natural, created order (Rom. 1:26-27). It is a condemned behavior in the Old and New Testament Scriptures (Gen.19; Lev.18:22; Lev.20:13; Rom.1:18-32; 1 Cor.6:9; Col.3:5-6; Jude 7). (For this reason, the church facilities are not allowed to be used to perform such ceremonies, and the performing of such a ceremony by the pastor are grounds for immediate dismissal.)

Churches, denominations and professing Christians that welcome, promote, encourage, embrace, and partake in homosexual unions and marriages are in error and have wandered away from the Christian faith which was once for all delivered to the saints (1 Tim.6:20-21; Jude 3-4).

It is important for those who are caught in this lifestyle to know that while homosexuality is sinful, immoral, and condemned by God's Word, God loves the homosexual [even though He does not condone such behavior]. Christ died at Calvary in order to show and extend His love to all, and to break the power of sin in the lives of people. God is able, willing and does forgive the sin of homosexuality (Mt.12:31; 1 Jn.1:9). God is also able to deliver a person from such a temptation and lifestyle (1 Cor.10:13; 2 Cor.5:17; Gal.5:16-24). We desire to show Christ's love to all and to speak the truth in love (Isa.45:19; Zech.8:16; Rom.9:1; Eph.4:25).

P. Ordinances

We believe that the Lord Jesus Christ has committed two ordinances to the local church: baptism and the Lord's Supper. We believe that baptism is the immersion of a believer in water in the name of the triune God. We believe that the Lord's supper was instituted by Christ for commemoration of His death. We believe that these two ordinances should be observed and administered until the return of the Lord Jesus Christ.

(1 Cor.11:23-26; Mt.28:18-20)

Q. Religious Liberty

We believe that every human being has direct relations with God, and is responsible to God alone in all matters of faith; that each church is independent and must be free from interference by any ecclesiastical or political authority; that therefore Church and State must be kept separate as having different functions, each fulfilling its duties free from dictation or patronage of the other. (Rom.2:15; Heb.4:13; 2 Cor.5:10; Col.1:18; Eph.1:22-23; Rom.13:3-4; Tit.1:5)

R. Church Cooperation

We believe that local churches can best promote the cause of Jesus Christ by cooperating with one another in a denominational organization, whether a regional or district conference, that exists and functions by the will of the churches. Cooperation in an association is voluntary and may be terminated at any time. Churches may likewise cooperate with interdenominational fellowships on a voluntary, independent basis. (Acts 9:10-31; Col.4:15-17; 2 Tim.4:19-21)

S. The Last Things

We believe in the personal and visible return of the Lord Jesus Christ to earth and the establishment of His Kingdom. We believe in the resurrection of the body, the final judgment, the eternal bliss of the righteous, and the endless suffering of the unsaved. (Rev.1:7, 20:4-15, 22:1-5)

Section 3. Church Covenant

We, the people of God, covenant before the God and Father of our Lord Jesus Christ, to be a people after His heart. We do, therefore, recognize and acknowledge the necessity and sufficiency of His grace, and, to that end, by His great grace, shall strive to:

"...not love the world or anything in it. If anyone loves the world, the love of the Father is not in him." (1 John 2:15)

And by His grace, we shall strive to:

"...not get drunk on wine, which leads to debauchery. Instead, be filled with the Spirit." (Ephesians 5:18) "Rather clothe yourselves with the Lord Jesus Christ, and do not think about how to gratify the desires of the sinful nature." (Romans 13:14)

But by His grace, we shall strive to:

"...live by the Spirit,... and not gratify the desires of the sinful nature." (Galatians 5:16) "If we claim to have fellowship with Him yet walk in darkness, we lie and do not live by the truth. But if we walk in the light, we have fellowship with one another, and the blood of Jesus, His Son, purifies us from all sin." (1 John 1:6-7)

"And this is love: that we walk in obedience to His commands. As you have heard from the beginning, His command is that you walk in love." (2 John 6)

Therefore, by His grace we shall strive to:

"... not merely listen to the Word, and so deceive ourselves. (But) do what it says." (James 1:22)

And by His grace we shall strive to:

"...as God's chosen people, holy and dearly loved, clothe ourselves with compassion, kindness, humility, gentleness and patience. Bear with each other and forgive whatever grievances you may have against one another. Forgive as the Lord forgave you. And over all these virtues put on love, which binds them all together in perfect unity." (Colossians 3:12-14) "If we confess our sins, He is faithful and just and will forgive us our sins and purify us from all unrighteousness." (1 John 1:9)

So, by His grace:

"... let us draw near to God with a sincere heart in full assurance of faith, having our hearts sprinkled to cleanse us from a guilty conscience and having our bodies washed with pure water. Let us hold unwaveringly to the hope we profess, for He who promised is faithful. And let us consider how we may spur one another on toward love and good deeds. Let us not give up meeting together, as some are in the habit of doing, but let us encourage one another and all the more as you see the Day approaching." (Hebrews 10:22-25)

"Therefore, my dear brothers, stand firm. Let nothing move you. Always give yourselves fully to the work of the Lord, because you know that your labor in the Lord is not in vain" (1 Corinthians 15:58)

For by His grace:

"I can do everything through Him who gives me strength." (Philippians 4:13) "For God did not give us a spirit of timidity, but a spirit of power, of love and of self-discipline." (2 Timothy 1:7) "You then ... be strong in the grace that is in Christ Jesus." (2 Timothy 2:1)

However, by His grace:

"Each man should give what he has decided in his heart to give, not reluctantly or under compulsion, for God loves a cheerful giver." (2 Corinthians 9:7)

Also, by His grace:

"Do your best to present yourself to God as one approved, a workman who does not need to be ashamed and who correctly handles the word of truth." (2 Timothy 2:15)

"These commandments that I give you ... are to be upon your hearts. Impress them on your children. Talk about them when you sit at home and when you walk along the road, when you lie down and when you get up." (Deuteronomy 6:6-7)

"Brothers, I do not consider myself yet to have taken hold of it. But one thing I do: Forgetting what is behind and straining toward what is ahead, I press on toward the goal to win the prize for which God has called me heavenward in Christ Jesus. Amen." (Philippians 3:13-14)

ARTICLE III - MEMBERSHIP

Section 1. Admission of Members

Persons may be received into membership by any of the following methods, subject in each case to the recommendation of the Advisory Committee and the vote of the church:

- A. Baptism - Any person who confesses Jesus Christ as Savior and Lord and who is in essential agreement with the doctrine and practice of this church may be received into the fellowship of the congregation following his baptism by immersion.
- B. By Letter - A person who has been baptized by immersion and is in substantial accord with the doctrine and practice of this church may be received by letter of commendation from another church.
- C. By Experience - A believer of worthy character who has formerly been a member of another church and who, for a sufficient reason, cannot present a letter from that church but who has been baptized by immersion and is in accord with the doctrine and practice of this church may be received upon statement of his Christian experience.
- D. Any person with physical impairments or sickness may be taken into membership without immersion upon receipt of a letter from his doctor if he complies with all other parts of Section A.

Section 2. Dismissal/Termination

- A. A letter of dismissal shall be granted to any member in good standing who may apply for it. Membership shall also be terminated by vote of the church when it shall have been ascertained that a member has united with another church without having applied for a letter of dismissal; the member shall be notified in writing by the clerk prior to dismissal.
- B. Upon recommendation of the Advisory Committee and vote of the church (a determination of member inactivity of one or more years having been made), a member shall be transferred from the active membership list to an inactive membership list. If within one year from the date of said vote such inactive member shall not have been restored to active membership by vote of the church upon recommendation of the Advisory Committee (Article 5 Section 2 item B 3) or if within said year membership shall not have been otherwise terminated, such inactive member shall be stricken from the inactive membership list.

Section 3. Church Discipline

- A. If any member shall be guilty of gross immorality, maliciously strive to create dissension among the members, personally disturb the harmony of the church by inculcating what is deemed by the church to be religious error, or shall in any other manner be deemed worthy of discipline, his person may be suspended or excluded by vote of the church. Any person against whom charges are preferred shall be given the opportunity of appearing and speaking in his own defense.

- B. No complaint from a member shall be preferred in the church against another member nor shall any action be taken by the church upon the case of an offending member until the alleged offense shall have been specifically stated in writing, signed by the accusing parties and delivered to the Chairman of the Board of Deacons and/or the Pastor.

Section 4. Restoration

Any person who has lost his membership for any reason may be restored to membership upon recommendation of the Advisory Committee and vote of the church.

ARTICLE IV - OFFICERS

Section 1. The Officers

- A. The officers shall be members of the church.
- B. The officers shall include the Pastor, Moderator, Clerk, Treasurer, Financial Secretary, Auditor and up to six Deacons.
- C. The officers shall be elected by ballot by a majority of members present, for a term of one (1) year, with the exception of the Pastor and the Deacons, as specified in Article IV, Sections 2 and 8.
- D. Any officer may be removed by a 2/3 vote of the membership at a duly called meeting of the church. The vote for removal shall be taken by ballot. Written notice by the Clerk shall be given to the person involved 30 days prior to the meeting.

Section 2. Pastor

- A. The Pastor must evidence the qualities of character enumerated in I Timothy 3:1-7.
- B. It shall be the duty of the Pastor to be the spiritual leader of the church and its activities; to preach the Gospel, lead in the worship services, administer the ordinances of the New Testament and perform such other duties that are inherent in the ministry. He is a voting member of the Board of Deacons, the Advisory Committee and the Nominating Committee. He shall also be a member ex-officio of all other committees, having the right to attend their meeting and to participate in their discussions, but having no vote.

- C. Continuity of Service. He shall continue as Pastor as long as his relationship with the church is satisfactory. This relationship may be terminated either by his resignation upon a thirty days notice or by a two thirds vote of the membership at a meeting especially called for this purpose. A transcript of such vote shall be sent forthwith by the Clerk to the Pastor whose service shall terminate thirty (30) days after the date thereof.

Section 3. Moderator

The Moderator shall preside at all business meetings of the church with the following exception: In the event that the pastor of the church is elected moderator, and if a meeting of the church has been called to consider anything pertaining to the pastor or his duties, a moderator pro tem shall be chosen to preside at said meeting. In the absence of the Moderator, the Pastor or Church Clerk shall open the meeting and take nominations for Moderator pro tem.

Section 4. Clerk

The Clerk shall perform the following duties:

- A. Keep a permanent record of all church meetings.
- B. Record any events of historic value in the life of the church.
- C. Keep a register of active and inactive members and annually prepare a list thereof.
- D. Record admittance, removal, marriage and death of any church member.
- E. Record all baptisms and dedications.
- F. Issue letters of transfer.
- G. Give legal notice of all church meetings when necessary.
- H. Make an Annual Report to the church.

Section 5. Treasurer

The Treasurer shall perform the following duties:

- A. Keep an accurate record of all moneys deposited in the bank by the Financial Secretary.

- B. Pay all financial obligations of the church in a timely fashion as monies allow and as authorized by the church.
 - 1. Such authorization shall be in one or more of the following forms:
 - a. Specific provision of the bylaws (e.g. Communion and Memorial Funds).
 - b. Approval of the annual General Fund budget and amendments thereto.
 - c. Votes authorizing specific expenditures and/or establishing special-purpose funds; specific disbursements from the latter shall be construed to have been authorized if they are consistent with the purpose of said funds.
 - 2. The power to authorize payments funded by designated contributions is hereby delegated as follows:
 - a. To the Treasurer, in any amount, where the designation is the repayment of borrowings.
 - b. To the Treasurer with respect to amounts not exceeding \$250, provided such payments are consistent with the mission and purpose of the church.
 - c. Jointly to the Treasurer and the officer/committee having functional jurisdiction with respect to amounts not exceeding \$1000, provided such payments are consistent with the mission and purpose of the church. Such payments which are not clearly within the functional jurisdiction of another officer/committee shall require the authorization of the Finance Committee.
- C. Keep an accurate account of all receipts and disbursements.
- D. Administer the Communion Offering Fund as directed by the Diaconate Board.
- E. Furnish the Auditor, at the end of the eleventh month of the church year, complete records and reports required to perform an audit.
- F. Present a financial statement at each regularly scheduled business meeting and at the Annual Meeting.

Section 6. Financial Secretary

The Financial Secretary shall perform the following duties:

- A. Receive, record and deposit in bank all moneys belonging to the church.
- B. Provide members with contribution envelopes.
- C. Make available to all members a statement of annual contributions.

Section 7. Auditor

The Auditor shall examine annually the records maintained by the Treasurer, and present a report on same to the church at the Annual Meeting.

Section 8. Board of Deacons

- A. Qualifications: Deacons shall fill the scriptural requirement of I Timothy 3:8-13 and Acts 6:3-7 and be men of honest report, living exemplary lives, and shall have given evidence of being spiritually mature and full of wisdom.
- B. Terms of members of the Board of Deacons shall be three (3) years and so arranged that each year two (2) Deacons' terms expire and Two (2) Deacons are elected.
- C. Organization: The Board of Deacons shall elect a Chairman each year.
- D. Duties:
 - 1. The Deacons shall assist the Pastor in the task of shepherding the flock.
 - 2. To assist the Pastor in the administration of the ordinances of the church.
 - 3. To arrange for temporary supply of the pulpit and the needed hospitality for the guest speakers.
 - 4. To act together with the Pastor to evaluate prospective candidates for baptism, and to serve on the Advisory Committee.
 - 5. To diligently seek to maintain personal contact with each member of the church, ever watchful for signs of individual spiritual needs.
 - 6. To visit the sick and do general visitation.
 - 7. To have charge of the Deacon Fund taken for the benefit of the needy at each Communion service. This fund shall be held intact and disbursed only on the authorization of this board.

ARTICLE V - BOARDS AND COMMITTEES

Section 1.

- A. The committees of the church shall be the Advisory Committee, Board of Christian Education, Board of Trustees, Finance Committee, Flower and Remembrance Committee, Missionary Committee, Music Committee, Nominating Committee, Publicity Committee and Recreation Committee.
- B. They shall be members of the church and shall be elected by ballot by the church body for a term of one (1) year, with the exception of the Nominating Committee.
- C. Each committee shall elect a chairperson by the 4th Sunday following the annual meeting with the exception of the Advisory Committee. The Pastor shall be the Chairperson of this committee.

- D. Each committee shall furnish a written report at the Annual Meeting.
- E. All committees shall submit a proposed annual budget to the Finance Committee.
- F. Any committee member may be removed by a 2/3 vote of the membership at a duly called meeting of the church. The vote for removal shall be taken by ballot. Written notice by the Clerk shall be given to the person involved 30 days prior to the meeting.
- G. All boards/committees shall pass on a list of duties for incoming boards/committees.
- H. All meetings shall be opened and closed with prayer.

Section 2. Advisory Committee

- A. The Advisory Committee consists of the Pastor, two (2) elected members and the full Board of Deacons.
- B. The duties of this committee shall be:
 1. To interview all candidates for church membership and make recommendation to the church as to their fitness.
 2. To see that each candidate receives a copy of the Bylaws before joining the church.
 3. To annually review the membership list, (see Article III Section 2 B) noting those members who for a period of one year (or more) shall have failed to either attend worship services or educational programs of the church (unless such failure to attend shall be for valid reason(s)). With respect to each such member:
 - a. The committee shall communicate with the member so as to encourage a resumption of member activity and to discern the likelihood of such resumption.
 - b. If the committee determines that the member has united with another church, it shall, in writing, report such at a regular business meeting of the church, recommending termination of membership.
 - c. The committee shall, in writing, recommend to the church body that the member be transferred to the inactive membership list.
 - d. When the church shall have, by vote, transferred the member to the inactive membership list, the committee shall promptly communicate such occurrence to the inactive member in writing. In determining specific content and tone, the committee shall take into account the circumstances and characteristics peculiar to the individual addressee. However, the letter shall at a minimum:

1. Cite the privilege, responsibility, and spiritual blessing of active church membership;
 2. Inform the inactive member that, pursuant to bylaw provision, continued inactivity will result in termination of membership: and,
 3. In a loving and positive fashion, encourage the resumption of active membership.
- e. Except where circumstances would seem to the committee to dictate otherwise, the committee shall continue throughout the term of inactive membership to strive for restoration of the inactive member to active membership.
- f. Upon the expiration of one year of inactive membership, efforts at reclamation having failed, the committee shall in writing notify the Clerk of the expiration of inactive membership pursuant to Article III, Section 2 B.

Section 3. Christian Education Board

- A. Consists of four (4) elected members and the Church School Superintendent.
- B. The above elected members shall appoint the Church School Superintendent who will serve on this Board.
- C. The duties of this Board shall be:
1. The organization, administration and supervision of the entire educational program of the church.
 2. The development and interpretation of the educational objectives and goals to the constituency of the church.
 3. Studying the educational needs of the Church and making decisions concerning time schedule, educational use of equipment and facilities, and the elimination of, or addition of classes or organizations.
 4. Discovering, enlisting, training and appointing all church educational workers.
 5. Evaluating, determining and supervising the educational curriculum.
 6. Coordinating and approving the outreach programs of the groups and organizations under its jurisdiction. Programs of evangelism, home-church, community relationships and educational programs in cooperation with other churches are included in this responsibility.
 7. Administering the education budget of the church.
 8. Reporting to the church body, at any business meeting upon request, progress made in achieving the goals set forth for the year.

Section 4. Board of Trustees

- A. Consists of five (5) members.
- B. The duties of this board shall be:
 - 1. To be responsible for all church property for upkeep, repairs and the use thereof.
 - 2. To administer the Memorial Fund.
 - 3. To schedule cleaning days for the church facilities as needed and coordinate these with the custodian.

Section 5. Finance Committee

- A. Consists of three (3) members and the church Treasurer.
- B. The chairperson of this committee shall be empowered to sign checks in the event the Treasurer is unavailable or incapacitated.
- C. The duties of this committee shall be:
 - 1. To meet three (3) times a year in conjunction with the business meetings to examine the financial condition of the church.
 - 2. Annually, they shall receive from each committee a budget proposal. These proposals will be used in the formulation of a proposed budget to be presented at the Annual Meeting.
 - 3. To administer Trust Funds.
 - 4. The Finance Committee will recommend to the membership (for vote of approval at the Annual Meeting) the amount of salary and the benefits and allowances which the Pastor will receive.

Section 6. Flower and Remembrance Committee

- A. Consists of three (3) members.
- B. The duties of this committee shall be:
 - 1. To be responsible for any floral arrangements for church services at their discretion.
 - 2. To take care of sending flowers or other remembrances in cases of illness or bereavement involving the church family.

Section 7. Missionary Committee

- A. Consists of three (3) members.

- B. The duties shall be:
 - 1. The planning and directing of the missionary programs of the church.
 - 2. Keeping the church body advised as to the activities and progress of missionaries supported by the church.
 - 3. Seeking out new missionaries to support when appropriate.
 - 4. Making decisions in regard to dispensing undesignated missionary funds.

Section 8. Music Committee

- A. Shall consist of three (3) members.
- B. The Music Committee shall be responsible for:
 - 1. Scheduling special music for weekly and special services.
 - 2. Making contacts, in consultation with the pastor, for special musical programs.

ARTICLE V - BOARDS AND COMMITTEES

Section 9. Nominating Committee

- A. Shall consist of three (3) members.
- B. Terms of members of this committee shall be three years and so arranged that each year one (1) member's term expires and one (1) member is elected. One may not serve two (2) consecutive terms.
- C. The duties of this committee shall be:
 - 1. By September 30th, post a list of all openings to be filled. They shall concurrently solicit nominations for these openings by giving copies of this list and a description of committee duties, to all church members.
 - 2. These lists are to be completed by members and submitted to the committee no later than October 31st. These must be signed by the persons completing them; otherwise they will not be considered.
 - 3. The Deacons are to submit nominees for Deacons.
 - 4. To review the qualifications for each of these open positions, and nominate persons to fill them with their consent.
 - 5. To post the ballot by the last Sunday in December.
 - 6. To act with reference to any interim vacancy that may occur.

Section 10. Publicity Committee

- A. Shall consist of three (3) members.

- B. The duty of this committee is to publicize church activities to the fullest degree within the bounds of its resources.(i.e. newspaper advertising, radio, cable TV, welcoming packets, caring for and updating church signs, etc.)

Section 11. Recreation Committee

- A. Shall consist of four (4) members.
- B. It shall be the duty of this committee to provide recreational activities for the church family.

ARTICLE VI - MEETINGS

Section 1. Format

- A. The church year shall begin on January 1 and end on December 31.
- B. All meetings are to be conducted according to Robert's Rules of Order.
- C. Ten (10) voting members shall constitute a quorum.
- D. All business meetings shall be opened and closed with prayer.

Section 2. Annual Meeting

- A. The Annual Meeting shall be held on the third Saturday of January.
- B. Notice shall be posted on the church bulletin board and announced from the pulpit for two (2) consecutive Sundays prior to the meeting.
- C. The election of officers and committees shall be held at this meeting.

Section 3. Other Regular Meetings

- A. A meeting shall be held on the third Wednesday of May and September.
- B. Notice shall be posted on the church bulletin board and announced from the pulpit for two consecutive Sundays prior to the meeting.

Section 4. Special Meetings

- A. A special meeting may be called by the Clerk at the request of the Pastor or a Deacon or by written request signed by five (5) voting members of the church.
- B. Notice shall be posted on the church bulletin board and announced from the pulpit the Sunday prior to the special meeting.

Section 5. Voting

Only active members who are eighteen years of age and over shall be entitled to vote.

ARTICLE VII - AUXILIARY ORGANIZATIONS

Section 1.

The Auxiliary Organizations within the church shall carry on their work with such a purpose and method as shall be in harmony with the purpose and work of the church. Their chairpersons shall be members of the church.

Section 2.

The Auxiliary Organizations of the church shall report to the Clerk, within the week prior to the close of the fiscal year, such statistics as may be needed to complete the annual record of the church year.

Section 3.

The Treasurer of the Auxiliary Organizations shall report to the Church Treasurer all moneys received and paid out during the year one week following the close of the church year to enable the Treasurer to complete the annual financial report to the church.

ARTICLE VIII - AMENDMENTS

Section 1.

These Bylaws may be amended at any meeting of the church as follows:

- A. A listing of the article and section number to be changed shall be included in the call of the meeting notice.
- B. The proposed revisions to the Bylaws shall be typed showing old and new wording and given to members two (2) weeks prior to the meeting by the Clerk.
- C. Changes must be approved by $2/3$ of the members present and qualified to vote.