
Bylaws

Version 1.23

03/07/2019

Revision Notes

Approved	By	Version	Comments
3/7/2019	Approved by Church	1.23	Change to Nominating Procedures
10/27/2015	Administrator	1.22	Inserted page breaks for better formatting. No content change.
11/17/2013	Church	1.21	Calling of a pastor was approved on 11/17/2013 by the Church body which included a 90% minimum acceptance. In section 7.3 C IV of the Bylaws, a 95% was changed to 90% to reflect the approval by the church on 11/17/2013.
06/02/2013	Approved by Church	1.2	Membership: Non-biblical life style. Officers: Treasurer role update. Officers: Pastor/Ministers and marriage ceremony.
12/09/2012	Approved by Church	1.1	Major changes to reflect growth, operations and governance.
03/02/2012	Minor Formatting	1.0	Reformatting. Renumbered Article "3" (two of them).
07/17/1994	Church Conference		Full By-Laws

Article 1

Entering the Fellowship of the Church

1.1 Basis for receiving a candidate into the Fellowship of the Church

- A) Persons may offer themselves as candidates for membership in this church at any worship service and shall be presented to the church in any of the following ways:
- i) By profession of faith in the Lord Jesus Christ and a believers baptism according to the policies of this church.
 - ii) By receipt of letter from a Southern Baptist Church.
 - iii) By statement of faith (and baptism, when the person has not been baptized by immersion) if no letter is obtainable.
 - iv) Should there be any question as to the qualification of any candidate, such questions shall be referred to a deacon committee for investigation and recommendation to the church within thirty (30) days.
 - v) After presentation to the church under the previously stated ways, the church and the candidate(s) will enter into a covenant with each other to strengthen his/her beliefs and commitment. A vote to receive the candidates(s) into membership will be taken at the next scheduled business meeting. This allows some time for baptism, receipt of a letter from another church, or, if necessary, a review of the candidate's qualifications.
 - vi) A three-fourths vote of those members present shall be required to resolve any candidates to membership.
- B) Persons shall be admitted to the fellowship in this church who have:
- i) Made a profession of faith in the Lord Jesus Christ;
 - ii) Been baptized by immersion
 - iii) Successfully completed the Discovery Class
 - iv) Received a majority affirmative vote of those members present

C) Non-Biblical Sexual Practice/Lifestyle

A self proclaimed homosexual and/or lesbian cannot be a member of this Body, hold office or position in this Church, nor use the Church and/or its facilities as a place of marriage. This is based on Scripture and the following beliefs of this Church:

We believe that God has commanded that no intimate sexual activity be engaged in outside of marriage between a man and a woman.

We believe that any form of homosexuality, lesbianism, bisexuality, bestiality, incest, fornication, adultery and pornography are sinful perversions of God's gift of sex.

We believe that the only legitimate marriage is the joining of one man and one woman.

We believe that God disapproves of and forbids any attempt to alter one's gender by surgery or appearance.

Gen. 2:24; Gen. 19:5, 13; Lev. 18:1-30, 20:13; Rom. 1:26-29, 7:2; I Cor. 5:1, 6:9, 7:10;

- D) After presentation to the church under the previously stated ways, the church and the candidate(s) will enter into a covenant with each other to strengthen his/her beliefs and commitment. A vote to receive the candidate(s) into membership will be taken at the next scheduled business meeting. This allows some time for baptism, receipt of a letter from another church, or, if necessary, a review of the candidate's qualifications

1.2 Privileges and Responsibilities of New Members of the Fellowship

- A) The conduct of all members shall be in accordance with the spirit of Christ and Christian principles expressly stated in the Bible and in the "Church Covenant."
- B) Each member shall have equal rights as to expressions of opinions and voting on all matters of church business and policy.
- C) All members shall be eligible for election to church leadership positions in accordance with Scriptural principles. Those chosen for these positions shall be elected on the basis of ability, commitment, and an attitude which contributes to the well-being and harmony of the church.
- D) It is the policy of this church to ask its members to assume as much responsibility and to perform as many services as possible in the work of the church and to utilize employed personnel for the leadership and service only in those areas and tasks which cannot reasonably be performed by members serving on a volunteer basis.

- E) Unless providentially hindered, each member is encouraged to give tithes and offerings to the church in accordance with the Scriptural principles and under the leadership of God's Spirit.

1.3 Termination of Membership

- A) Membership shall be ended in the following ways:
 - i) By death of the member,
 - ii) By transfer to another Baptist church, or
 - iii) By action of the church.
- B) It shall be the practice of this church to emphasize to its members that every reasonable measure will be taken to assist any troubled member. The pastor, other members of the church staff and deacons are available for counsel and guidance. The attitude of members toward one another shall be guided by a concern for redemption, rather than punishment.
- C) Should some serious condition arise which could cause a member to become a liability to the general welfare of the church, the pastor and the deacons will take every reasonable measure to resolve the problem in accordance with Matthew 18:13-17. If it becomes necessary for the church to take action to exclude a member, a three-fourths (3/4) vote of the members present is required. The church may then proceed to declare the person to be no longer in the membership of the church. Any such proceeding shall be pervaded by a spirit of Christian kindness and forbearance.

1.4 Restoration

The church may restore to membership any person previously excluded, upon request of the excluded person, any by vote of the church upon evidence of the excluded person's repentance and reformation.

Article 2**Church Officers**

2.1 All who serve as officers of the church and those who serve on church committees shall be members of this church. Membership in the Sunday School Program does not constitute church membership, as this represents only part of the church organizations and programs.

A) Corporate Officers

i) Board of Directors

The church shall elect three or more members to serve as members of the Board of Directors. Members of the Board of Directors shall serve for a term of three years with one-third (1/3) of the number to be elected each year.

The currently serving Trustees shall, meeting together and acting together, constitute the Board of Directors of South Point Baptist Church, Inc. Such Board of Directors shall change by and in the same procedure as for the terms of Trustees so that the Board of Directors shall perpetually be the same as the Trustees. The Board of Directors shall, as proved by law and the action of the church, represent the church in all matters of legal responsibility.

In their capacity as Directors, they shall have the duties and responsibilities attendant to Directors; subject however to the limitations set forth in the Charter and By-Laws of the Corporation. The Directors shall not have power, except as expressly authorized by the congregation, to purchase or sell or encumber any real or personal property, to install or remove officers or staff, to amend the By-Laws or Charter, or to bind the Corporation to any contract. It shall be the function of the Board of Directors to affix their signatures to legal documents where the signatures of the Board of Directors are required.

The Chairman of the Board of Directors shall, whenever required by law or practice, serve as the President of the Corporation, having however only such express powers as are granted by the congregation, and having no power absent such express authorization to bind the Corporation in any matter or act for it. In a similar manner and subject to the same limitations, the Vice Chairman of the Board of Directors shall be authorized to act as the Vice-President of the Corporation.

The Board of Directors shall have oversight of Property Holding in keeping with the following statements:

- a) It is agreed that the securing and maintaining of real estate property, buildings, and equipment by this church shall be for the express purpose of

providing facilities for public worship and for the continuation of the missionary/educational and benevolent interests of this church.

- b) If at any time this church shall desire to alter the nature of its beliefs or practices in such a manner as to be at variance with the character described in the Constitution, Mission Statement and Articles of Faith, the decision will require a unanimous vote of those present at a Church-in-Conference meeting. If there is less than a unanimous vote, the use of church property shall belong to that part of the congregation which shall agree to continue to use the property for the purpose for which it was purchased and has been utilized up to that point in time.

ii) Corporate Secretary

The Church shall elect annually a clerk (the "Church Clerk") as its clerical officer. One who has served previously in this position is eligible for re-election. The Church Clerk shall be responsible for keeping a suitable record of all official actions of the Church, except as otherwise herein provided.

The Church Clerk shall, upon invitation, meet with the Deacons and Board of Directors. The Church Clerk will serve whenever required by law or practice as Corporate Secretary of the Corporation.

iii) Corporate Treasurer

The church shall annually elect a church treasurer as its financial officer. The treasurer shall be a member of the church and have some experience in financial or business management. He/she will provide oversight for the Business Administrator regarding financial management and reporting.. A description of the financial duties of the Business Administrator may be found in the Policies and Procedures Manual.

The Treasurer shall, upon invitation, meet with the Trustees (Board of Directors) and shall be an ex-officio member of the Financial Management Committee. The Church Treasurer will serve whenever required by law or practice as Treasurer of the Corporation.

B) Ministerial Officers

i) Senior Pastor

- a. The Senior Pastor is responsible for leading the church to function as a New Testament church, and is the leader of all pastoral ministries in the church. A

job description detailing the Pastoral duties is provided in the Policies and Procedures Manual.

- b. CALLING A PASTOR: The procedure to be used when calling a Pastor is provided in the Policies and Procedures Manual.
- c. RESIGNATION: The Pastor is called to serve until the relationship is dissolved at the request of either the Pastor or the Church. The Pastor may resign by submission of a letter of resignation, but shall normally provide a least two (2) weeks' notice before termination of his services. Such written resignation, if without conditions, shall be final and binding when read at a congregational meeting or delivered to the Church. If any written resignation is subject to conditions it shall be effective and binding when accepted by majority vote of the Church.
- d. REMOVAL: A Pastor may be removed by a majority vote of the active members present and voting at a properly called meeting. Such a vote may be held only at a "called meeting" in regard to which notice has been mailed to all church members of the pending action, and the Pastor is provided an opportunity to be heard. Such a vote may be initiated by the recommendation of the Deacons or by other motion adopted by the Church to call for such a meeting and vote.

The officers and members shall make every effort to follow Biblical principles including the process set forth in Matthew Chapter 18:13-17 in dealing with conflicts regarding Pastoral Staff. An effort should be extended to permit reconciliation of conflicts in a matter consistent with our Christian faith and doctrine.

Removal shall be effective immediately upon the adoption of a motion terminating the Pastor, but salary and benefits shall continue for not less than thirty (30) days. Any resolution to dismiss may also contain recommendations concerning other financial aspects of the termination including severance pay.

- ii) Other Ministerial Staff
 - a. All other Ministers shall serve under the leadership of the Senior Pastor and their responsibilities are specific to their defined area of ministry. A job description detailing each Minister's duties is provided in the Policies and Procedures Manual.
- iii) In addition to the duties and responsibilities set forth herein and in the Policy and Procedures Manual, this Body of Believers hereby states that the Senior Pastor and all Ministers, at no time will perform a marriage of a self-proclaimed homosexual and/or

lesbian. Such an act would result in immediate termination and loss of all benefits and severance pay.

- iv) This Body of Believers hereby further states that in addition to the duties and responsibilities as outlined above, the Pastor or Ministers may use their discretion to marry or not marry couples (defined as a man and a woman) based upon their discernment of the situation and circumstances surrounding the request.

Article 3

Lay Leadership and Committees

3.1 Standing Committees of the church are those committees which are long-term committees that function in relation to the on-going programs and needs of the church.

A) The Deacons

- i) There shall be at least three deacons for the first 100 members of the church and three additional deacons for each 100 members up to five hundred members and thereafter one additional deacon for each fifty members.
- ii) Deacons shall be elected for a period of three (3) years with one-third (1/3) of the members being elected each year. After completion of a full three year term, no deacon shall be eligible for re-election until a lapse of one year.
- iii) Vacancies may be filled at any time as set forth in the Policies and Procedures Manual.

The process for nominating, selecting and election of deacons is provided in the Policies and Procedures Manual.

B) Nominating Committee

- i) The Nomination Committee shall be composed of six (6) members. They shall be elected for a period of three (3) years with one-third of the members being elected each year in March.

Each year in March, the Nominating Committee shall present two candidates to be voted on by the church to serve on the Nominating Committee. Re-election shall be governed by the same rules as all other committees.

- ii) Members of standing committees shall be nominated by the Nominating Committee and nominations from the floor at the September church business meeting. Each person serving on a Standing Committee shall be elected for a term of three years

with one-third (1/3) being elected each year. Members shall be eligible for re-election to service on a particular committee after one-year period between terms of service. Persons elected to serve un-expired terms of office on a committee shall not be eligible for re-election to that committee for a period of one (1) year between terms of service, unless the un-expired term is less than one (1) year.

- iii) In certain situations in which the Nominating Committee may deem it advisable or acceptable for a person to be re-elected without meeting the one-year period between terms of service, the committee must notify the church of the facts and request a waiver of the waiting period. The waiver motion will require a three-fourths (3/4) approval by those present and voting.
- iv) Qualifications for Standing Committee members shall be church membership and knowledge of or interest in the area of responsibility of the committee.
- v) Limits relating to concurrent service on other committees should be governed by the good judgment of the Nominating Committee and those persons who are asked to serve on those committees.
- vi) In certain situations in which the Nominating Committee may deem it advisable or acceptable for a person to hold positions of service on more than one of the aforementioned committees, nominees may be presented to the church for approval.
- vii) Each Standing Committee shall be responsible for electing a chairperson and such other officers as may be required by a particular committee each October, with the exception of the Nominating Committee, which should elect new officers in March. The outgoing chairperson of each committee should preside at each committee's organizational meeting in October until such time as a new chairperson has been elected.
- viii) Staff members of the church may not be selected as committee chairpersons. Neither may they serve as committee members; however they may be called upon to serve in an advisory capacity to any committee where their insight, experience or knowledge is deemed to be beneficial to such committee.

3.2 Authorized Standing Committees

Authorized Standing Committees are listed in the Policies and Procedures Manual.

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Article 4

Special Church Committees

- 4.1 Special church committees may be appointed by the Pastor or the Chairman of Deacons for special assignments as needs arise, subject to the approval of the church. Upon completion of its assignment, such committees are automatically dissolved.
- 4.2 Qualification for special church committees shall be as stated in these By-Laws.

Article 5

Ex-officio Members

- 5.1 The Pastor and Chairman of Deacons shall be ex-officio members of all committees and councils, except as otherwise stated. Other staff members shall be ex-officio members of committees as stated in these By-Laws, or by the church.
- 5.2 As ex-officio members, they shall have the right to present recommendations on committee/council matters. They may vote only in the case of a tie vote of the committee/council members.

Article 6

Committee Authorization

- 6.1 Each year the church shall elect such committees as may be necessary for the administration of the affairs of the church. When issues arise that fall under the purview of a specific committee, the issue should be brought before the appropriate committee prior to coming before the church for final action. It will be the responsibility of the committee to address these issues, and the committee will decide if the issue warrants consideration by the church. If so, the committee will bring such issue before the church for consideration and along with a recommendation for action. All committees shall act in harmony with the Pastor and the Deacons.
- 6.2 The Pastor and the Deacons shall work with and through all properly elected committees of the church in the administration of the church and its programs.

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Article 7

Meetings

7.1 Worship Services

The Church shall meet regularly each Sunday morning, Sunday evening and Wednesday evening for the worship of Almighty God. The Pastor shall have direct oversight for all church services. The members of the Church give the Pastor or Deacons authority to temporarily cancel any service or activity.

7.2 Special Services

Revival services and any other church meetings which will be essential in the advancement of the Church's objectives shall be communicated to the church in the church bulletin, in the church calendar and through other methods of communication regularly utilized by the church.

7.3 Regular Business Meetings

A) Annual Meeting

The Annual meeting of the Corporation, South Point Baptist Church, Inc. for the election of officers and approval of the unified budget shall be held during September.

B) Regular Meetings

The Church shall hold regular business meetings on a date and time set by the Church. Any business brought to the floor should be given to the Church Business Administrator (10) days before the business meeting. The Church Business Administrator will notify the appropriate individuals and/or committees.

C) Special Called Business Meetings

- i. A special called business meeting may be called by the Pastor or Deacon Chairman.

A special called business meeting (when deemed necessary) may be held to consider matters of special nature and significance. A one (1) weeks' notice of the subject, date, time and location must be given unless extreme urgency renders such notice impracticable. Only the business matters announced in the call may be proper matters for the special called meeting.

- ii. At any regular meeting of the Church, the Pastor may call for an immediate business conference to act upon matters of business, those being the reception of members,

appointment of messengers to meetings, the granting of letters, and approval of the Annual Church Profile for submission to the Greater Gaston Baptist Association.

- iii. Notice. Except where otherwise required by the By-Laws, any requirement of notice for a meeting or item of business to be presented shall be satisfied if announcement is made at a Sunday morning worship service seven (7) days in advance of any meeting or actions, or notice is provided in any regular or special church newsletter mailed ten (10) days in advance.
- iv. The Church shall decide upon matters of concern by voting at duly constituted business meetings by majority vote of those present and voting; except in the case of the vote to call a Pastor or to amend the By-Laws. To call a Pastor will require a ninety-five percent (95%) affirmative vote of those members present and voting; to amend the By-Laws will require at least a three-fourths (3/4) majority vote of those members present and voting for a decision. No disagreements are to be brought up or discussed during worship services, but presented in writing to the Deacons. Voting by absentee ballot or proxy shall not be permitted in any matter.
- v. Quorum

A quorum shall consist of those active members of the Church who attend and vote at a business meeting, provided it is a stated meeting or one that has been properly called and if applicable the required notice given.
- vi. Parliamentary Rules

Except where specific provisions are made herein, Roberts Rules of Order (latest edition) shall be the rule and guide in matters of procedure in all business meetings of the Church, except that the Moderator may, absent objection or with the consent of the majority, deviate from such rules in the interest of full discussion and harmony. Parliamentary Rules are to be used only as a guide for Parliamentary Procedures.

The authority for any final decision rests with the majority of voting members of the Church in all business meetings of the Church. Any item presented by a committee as a motion, does not require a second, as outlined in Roberts Rules of Order.
- vii. Church Moderator

The church shall elect annually a moderator as its presiding officer for all business meetings. In the absence of the moderator, the vice moderator shall preside, or in the absence of both, the Chairman of Deacons shall call the church to order and preside for the election of an acting moderator.

viii. Matters Requiring Special Procedures

On any motion properly before a business meeting dealing with the purchase or sale of real property, the employment terms or salaries of church ministerial, managerial and other non-administrative support staff, the removal of officers or the affiliation relationships of the Church, where the membership has not been given notice of the general subject and nature of the proposals to be voted upon at such a meeting, any member may, by request at such a meeting, require that the motion be tabled and referred to the Deacons, who will have up to thirty (30) days to make a non-binding recommendation regarding the proposal. Upon their recommendation or the expiration of thirty (30) days, the congregation may vote upon such motion.

ix. Minutes

The minutes of all meetings shall be the property of the Church and kept at the church office and available to all members for inspection.

x. Church Year

The Church Year shall begin on September 1 and ends on August 31.

Article 8**Church Finances**

8.1 Policy

Financial policy shall be recommended by the Financial Management Committee and voted upon by the Church.

8.2 Budget

The Financial Management Committee shall prepare and submit to the Church for approval a unified budget, indicating by items the amount needed and sought for all local and other expenses. This proposed budget shall be distributed to the Church at least fourteen (14) days prior to the regularly scheduled business meeting held in the month, two months prior to the beginning of the new fiscal year. The budget shall then be voted on and approved as provided for in the Policy and Procedures Manual.

8.3 Accounting Practices

Accounting practices including the receipt of funds, counting of funds, and the distribution of funds shall be outlined in the Church's Policies and Procedures Manual.

8.4 Audit

The Financial Management Committee shall, at their discretion, conduct or arrange for an audit of a type and nature they deem appropriate.

8.5 Fiscal Year

The fiscal year of the Church shall run concurrently with the Church Year which begins on September 1 and ends on August 31.

Article 9

License and Ordination

9.1 License

When a member announces to the church that he feels the call to the ministry, the Church, by three-fourths (3/4) majority vote of those members present and voting, may license him as an acknowledgement of his call to the ministry and encourage him to make preparation for it. The Church Clerk will furnish the member with a certificate of license as his credential. It is understood that the performance of civil duties by the member shall be governed by state law. The Church may, at the recommendation of the Pastor and the Deacons, revoke any such license by three-fourths (3/4) majority vote of those members present and voting at a properly called business meeting.

9.2 Ordination

- A) In the event this Church has been requested to ordain a member who has been called to serve in a ministry capacity, the following procedure shall be followed:
- i. The Pastor will then convene an Ordinations Council to examine the candidate concerning his fitness for the ministry. Then in the event the report of the Council is favorable, the candidate will be referred to the Church for a vote of approval.
 - ii. The Church will express its approval by a vote of three-fourths (3/4) of the active members present and voting at any regular business conference;

Article 10**Church Policies and Procedures Manual**

- 10.1 The officers shall assure the creation and maintenance of a Policies and Procedures Manual which shall contain all currently controlling policies and procedures governing any aspect of the Church's affairs including committee task descriptions, policies regarding the handling of funds, use of facilities, and employment policies and practices.

Article 11**Adoption - Amendments**

11.1 Adoption

These By-Laws shall be considered adopted and in immediate effect if and when a three-fourths (3/4) majority vote of active members present and voting, at the business conference at which the vote is taken shall vote in favor of same. This vote shall not be taken until after the formal presentation of these By-Laws to the Church at a previous regular scheduled business meeting.

11.2 Amendments

These By-Laws may be amended, altered, or repealed by a three-fourths (3/4) majority vote of the members present and voting at any regular business meeting of the Church; provided, however, that such amendment, alteration or repeal shall have been given to the Church Clerk in writing, and presented to the Church at least thirty (30) days prior to the time the vote is taken.

Article 12**Validate**

12.1 Adoption/Repeal

The adoption of these By-Laws shall affect a repeal of all previously adopted rules in conflict herewith.



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Article 13

Retention

13.1 Recording and Retention

A copy of these By-Laws shall at all times be kept by the Clerk among his or her records and another copy shall be kept in the church office, and all amendments to or revisions thereof shall, after passage by the Church, be prepared by the Clerk and attached to copies of the By-Laws and made available to the Church members generally upon request.