

**BYLAWS**

**of**

**FAITH BAPTIST CHURCH OF YOUNGSVILLE**

**Proposed Bylaws Spring 2018**



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**BYLAWS**  
**OF**  
**FAITH BAPTIST CHURCH OF YOUNGSVILLE,**  
**A NORTH CAROLINA NONPROFIT RELIGIOUS CORPORATION**

**Article 1. ORGANIZATION**

Section 1.1 Name. The name of this Corporation (referred to hereinafter as “church”) is FAITH BAPTIST CHURCH OF YOUNGSVILLE.

Section 1.2 Affiliation. This body will be organized and operated as a New Testament Christian church, under the leadership of the Holy Spirit, in friendly and willing cooperation with the North Carolina Baptist State Convention, and the Southern Baptist Convention.

**Article 2. OFFICES**

Section 2.1 Principal Office. The principal office for the transaction of the activities and affairs of the church is fixed and located at 249 Holden Road, Youngsville, North Carolina 27596. The elders may change the principal office from one location to another. Any change of this location will be noted by the church clerk on these bylaws opposite this section, or this section may be amended to state the new location.

Section 2.2 Other Offices. The elders may at any time establish branch or subordinate offices at any place or places, within or without the State of North Carolina, where the church is qualified to conduct its activities.

**Article 3. MEMBERSHIP**

Section 3.1 Membership Defined. Members are defined as any persons that have completed the membership process as detailed in Section 3.3 and are living in covenant fellowship with the body of Faith Baptist Church. Each member is afforded all privileges of a member as detailed in Section 3.5.

Section 3.2 Methods of Receiving New Members. Members will be received into the fellowship of Faith Baptist Church in one of the following ways:

- 3.2.1 Baptism by Immersion.
  - 3.2.1.1 Upon a profession of faith in Jesus Christ as Savior, as candidates for believer's baptism; or
  - 3.2.1.2 From a church of another denomination, if that church practices a form or understanding of baptism different than ours.
- 3.2.2 By Letter.
  - 3.2.2.1 By letter from another church, Southern Baptist or otherwise, indicating that the candidate was a member in good standing and has received believer's baptism by immersion.
- 3.2.3 By Statement.
  - 3.2.3.1 When no letter is obtainable, a candidate may be received for membership by giving evidence of prior conversion experience and baptism by immersion.

Section 3.3 Membership Process. Any person desiring to become a member of this church must fulfill all the following requirements:

- 3.3.1 Belief in Jesus Christ. Each person desiring to become a member of this church must believe in Jesus Christ alone for salvation from their sin (John 1:12; John 3:16; Ephesians 2:8-9), and give evidence of their conversion (Ephesians 2:10).
- 3.3.2 Baptism. Each person desiring to become a member of this church must be baptized as a believer by immersion in accordance with the teachings of Scripture (Matthew 28:18-20; Acts 18:8).
- 3.3.3 Membership Interview. Each person desiring to become a member of this church must complete a membership interview with an elder, or anyone approved by the elders. This interview will be conducted with the intent to assure the genuineness of the candidate's belief in Jesus Christ. In addition, this time will be used to assure that there is no known sin (such as but not limited to addictions, fornication, adultery, and homosexual conduct) of which they refuse to demonstrate repentance, to protect both the name of Jesus Christ and the reputation of this church. Sin which a person both knows and is unwilling to repent of renders that person ineligible to become a member. Finally, the membership interview will be used to discuss and complete all relevant membership forms.
- 3.3.4 Covenant Commitment. All members must affirm the church covenant (see Section 3.4).
- 3.3.5 Congregational Affirmation. Once all previous membership requirements have been met, each person must be presented to the congregation for their membership to be affirmed by three quarters of the members present.

Section 3.4 Covenant Commitment of a Member. The covenant commitment of each member, in accordance with biblical teaching, is set forth in the membership covenant, as listed below:

Having placed our trust in Jesus Christ as our Savior, and having been baptized as believers in the name of the Father, and the Son, and the Holy Spirit, we enter into covenant with one another.

We, as members of Faith Baptist Church, promise to draw near to God in worship, to seek to bring honor and glory to God as individuals, to make this body of believers our family in Christ, and to submit to the Word of God as the all sufficient authority in our lives.

We promise to meet with one another regularly, pray for one another consistently, serve one another selflessly, and forgive one another as Christ has forgiven us. We promise to rejoice at each other's happiness, and seek to bear each other's burdens with tenderness and sympathy, to encourage one another with our speech and our actions, and to spur one another toward love and good deeds.

We promise to walk together in love, exercising care and watchfulness over each other, while faithfully teaching and correcting one another as occasion may require. We promise to humbly and gently confront one another and receive correction from one another, according to a Biblical understanding of discipline and restoration.

We promise to support this church as good stewards of all God has given us, to be faithful attenders and participants in worship and community, to discover and use our spiritual gifts for the common good, to contribute regularly and cheerfully to the ministries of this church, and to seek the salvation of our neighbors and the nations through both the faithful proclamation of the gospel and a pure and loving example.

We promise to strive by God's grace and power to walk in holiness as an act of worship to Jesus Christ, to put to death the thoughts and deeds of the flesh, and refrain from practices inconsistent with biblical morality and sexuality, to encourage one another to live conscientiously under the Lordship of Jesus Christ in all areas of life, and to do all by the enabling power of the Holy Spirit.

We promise that, if we leave this church, we will as soon as possible, unite with another church where we can continue to carry out the spirit of this covenant and the principles of God's Word.

May the grace of the Lord Jesus Christ, and the love of God, and the fellowship of the Holy Spirit be with us all. Amen.

### Section 3.5 Privileges of Membership.

- 3.5.1 Members will receive oversight and guidance from the elders, as well as the ministry and spiritual accountability afforded by the membership of the church.
- 3.5.2 Every member may participate in the Lord's Supper as administered by the church in accordance with their conscience.
- 3.5.3 Every member has the privilege to serve regularly in the various ministries of the church, as deemed appropriate by the elders. Non-members may occasionally be allowed to serve in a limited and temporary capacity, as determined by the elders.
- 3.5.4 Every member will be eligible for consideration as a candidate for elective office in the church, subject to scriptural qualifications and other qualifications specified by the elders.
- 3.5.5 As a congregationally governed church, the final human authority in this church is vested in the members. With this in mind, every member 18 years of age or older will have the privilege to vote on the following: (1) the election of elders and deacons, (2) the election and calling of any full-time ministerial or pastoral level staff member, (3) the election of the board of directors, (4) the receiving of members, and the removal of members for disciplinary reasons, (5) approval of the annual budget for the church, (6) the church incurring any long-term indebtedness, (7) the acquisition of any real estate, (8) the disposition of all or substantially all of the church's assets, (9) any decision to merge or dissolve the church, (10) any amendment to the bylaws, (11) any amendment to the Articles of Incorporation, and (12) any other matter presented to the congregation for vote.

Section 3.6 Church Discipline. The responsibilities of each member are set forth in the church covenant as listed in Section 3.4. The church's beliefs are summarized in the Baptist Faith and Message 2000. The statement of faith does not exhaust the extent of our beliefs. The Bible itself, as the inspired, infallible, and inerrant Word of God that speaks with final authority concerning truth, morality and the proper conduct of humankind, is the sole and final source of all that we believe. Any member consistently neglectful of his or her responsibilities as a member or guilty of teaching or conduct that is contrary to our statement of faith, or that dishonors the name of Jesus Christ, as set forth in the Bible, will be subject to the restorative correction of the church leadership and/or members of the church in accordance with the teaching and example of Scripture (Matthew 18:15-17). Members who refuse to respond to restorative correction may be subject to church discipline. Church discipline will ordinarily be contemplated only after individual private correction has failed. Individuals will be subject to church discipline when demonstrating a lack of repentance for ongoing sinful behaviors as described in Scripture. Church discipline can include, but is not limited to, any or all of the following: correction by the elders, staff or congregation; suspension from participation in any small group for a definite period; suspension of the privilege of participation in the Lord's Supper for a definite period; removal from areas of service; suspension of membership privileges (as detailed in Section 3.5.5); or removal from church membership (Matthew 18:15-17; 2 Thessalonians 3:14-15; 1 Timothy

5:19-20; 1 Corinthians 5:4-5). Church discipline is intended to be restorative in nature. To that end, restoration of church membership and reversal of disciplinary measures may be recommended by the elders to the congregation upon the demonstration of genuine biblical repentance.

Section 3.7 Termination of Membership. A person's membership will be terminated upon their death, and may be terminated upon their voluntary resignation or joining of another church. The church has the authority to refuse a member's voluntary resignation or transfer of membership to another church, either for proceeding with a process of church discipline (as set forth above), or for any other biblical reason. If a member has not been active in the church either through attendance, giving, or serving for over a year, and every attempt by the elders to contact them has failed, the member will be removed from the membership of Faith Baptist Church. Exceptions will be made in the case of those serving on the mission field, serving with the military, limited by health concerns, or other reasons as deemed appropriate by the elders of the church.

Section 3.8 Transfer of Memberships. No privileges arising from membership will be transferred. All membership privileges cease on the member's death.

Section 3.9 Members Meetings. Notwithstanding any exception allowed under the North Carolina Nonprofit Corporation Act, all members meetings will be called only by the authority of the elders. Only those agenda items approved by the elders will be matters of discussion during members meetings. All members meetings will be presided over by the lead pastor or whomever he delegates for such responsibility.

A meeting of the members will happen at least once a year at a date and time set by the elders, which will serve as the church's annual meeting. At this meeting, the board of directors and any new officers (elders and deacons) will be elected; the budget for the coming fiscal year will be voted on; and any other church business approved by the elders will take place. The meeting and the vote require at least two weeks notice before taking place. The annual meeting must be held prior to the start of the coming fiscal year to allow the budget to be ratified by the congregation before the expiration of the then current fiscal year.

The elders will call additional members meetings as they see fit. Notice of any members meetings called by the elders will be given at least two weeks prior to the meeting. The members present and voting will constitute a quorum for the transaction of business at any members meetings. Each member eligible to vote may cast one vote on each matter of business submitted to a vote of the members. In the event of a written ballot, the elders will be responsible to count the votes. The affirmative vote of a majority of members present at the meeting, entitled to vote, and voting on any matter will be deemed the act of the members unless otherwise specifically noted in these bylaws.

#### **Article 4. OFFICERS and STAFF**

## Summary

The biblical offices in the church are elders and deacons. In addition, Faith Baptist Church, under these bylaws, recognizes the ministerial and administrative staff positions below as additional leaders of the church with the specified roles. All officers must be members of this church prior to assuming their responsibilities.

### Section 4.1 Elders.

#### 4.1.1 Summary

The office of the elder (also called overseer/bishop and pastor in Scripture) is a position of leadership in the local church which has prerequisite qualifications. Elders are servants of the church and do not lord it over those entrusted to them but are examples to the congregation whom they shepherd (1 Peter 5:3). The members should receive elders as gifts of Christ to His church and set them apart as men gifted and willing to serve in this calling (Ephesians 4:7-13). In keeping with the principles set forth in Scripture, the elders will devote their time to prayer, the ministry of the Word (by teaching and encouraging sound doctrine), and shepherding God's flock (Acts 6:1-6; 1 Peter 5:1-4).

#### 4.1.2 Qualifications

Elders will be male members of Faith Baptist Church who meet the qualifications set forth in 1 Timothy 3:1-7 & Titus 1:5-9. The duty of the elders is to shepherd the church (Acts 20:28; 1 Peter 5:12), providing for the spiritual nourishment, protection and leadership of the flock of God at Faith Baptist. To that end, the elders will exercise leadership and authority over the various ministries in and matters pertaining to the church.

#### 4.1.3 The Biblical Role of the Elders

4.1.3.1 Shepherd the Flock - Serving in all humility, elders are to guide, direct, guard and protect the members of the body, seeking to meet their needs and assist in any way possible, warning against harmful influences and guarding against false teachers. (Acts 20:28ff; 1 Peter 5:1-3)

4.1.3.2 Lead Through Example - Elders are to provide a scriptural role-model and are to set a pattern before the flock of a rightly ordered life—with a single purpose to glorify God. (1 Peter 5:3)

4.1.3.3 Teach and Exhort - Elders are to see the flock is fed through insightful and accurate Biblical instruction and admonition. (1 Timothy 3:2, Titus 1:9)

4.1.3.4 Refute Those Who Contradict Truth - Elders are to confront those who are teaching what they should not teach or are continuing a pattern of behavior contradictory to biblical truth. Thus, elders are to keep closing potential entrances for Satan, so that the truth of Christ will remain credible to both the congregation and to the community (Acts 20:29-31; Titus 1:9)

- 4.1.3.5 Manage the Church of God - Elders are to oversee the life of the church. They will oversee the ministry and resources of the church in accordance with the Word of God as “good leaders” and assure the right practice of the ordinances (1 Timothy 3:5; 5:7).
- 4.1.3.6 Pray for the Sick - Elders are to pray for the spiritual and physical well-being of members of the congregation. (James 5:14)
- 4.1.4 Election of the Elders
  - 4.1.4.1 The number of elders will be determined by the active elders. A majority of the active eldership will be composed of non-staff elders (i.e., not paid for pastoral duties).
  - 4.1.4.2 Once elected, an elder is expected to serve a minimum of five years, after which the elder will either be granted a sabbatical (normally one year in which the elder will be considered inactive) or be presented to the congregation for reaffirmation. In rare circumstances (i.e., health or major life events) an elder may request a sabbatical for an extended period, to be granted by unanimous consent of the remaining elders. After any sabbatical, an elder must be presented to the congregation for reaffirmation prior to reassuming responsibilities as an elder.
  - 4.1.4.3 The election process for elders should include the current elders reminding the church of the biblical qualifications and tasks of elders. The current elders will prayerfully consider candidates and invite them to an extensive self-evaluation. Candidates who remain following the self-evaluation will be interviewed by the current elders and those who best fulfill the biblical requirements for elder will be recommended to the members as nominees. The congregation will examine the nominee and should bring any concerns or questions about qualifications or ability to the current elders. The congregation should have no less than two weeks for this evaluation period. Following the examination period, the congregation will vote on the candidate during a time set aside for dedication and affirmation (and re-affirmation).
  - 4.1.4.4 An elder's term of office may be terminated by resignation or by dismissal. Any two members with reason to believe that an elder should be dismissed should express such concern to the elders and, if need be, to the congregation. Any such action will be done in accordance with the instructions of our Lord in Matthew 18:15–17 and 1 Timothy 5:19–20. Non-staff elders may be removed from office with the other elders voting in unanimous consent. Staff elders may be dismissed by a three-fourths vote of the members voting during a members meeting where notice of such action has been given with at least two weeks’ notice. Pending action of the membership on the dismissal of a staff elder, he may be suspended from his duties by the action of the current elders.

## Section 4.2 Lead Pastor.

### 4.2.1 Summary

The lead pastor will meet the qualifications and perform the duties of an elder described in Section 4.1 above. He will be given the necessary authority and held responsible for the administration of the church and all its activities subject to such policies as may be adopted and such orders as may be issued by the elders and/or the congregation. The lead pastor carries the God given responsibility, authority, and accountability to lead the church to function as a New Testament church. The lead pastor will lead the congregation, organizations, church staff, and other church leaders to fulfill the church's purpose, beliefs, functions, and mission. He will also lead the church to achieve its purpose of worshiping and exalting God, evangelizing unbelievers, discipling believers, and impacting society. The lead pastor will have charge and oversight of the preaching and teaching ministry of the church and perform such other duties as usually pertain to that office, or as set forth in the bylaws.

In the absence or incapacity of the lead pastor for either a permanent or defined period of time (such as sabbatical or illness), the elders will assume the ultimate responsibility for his duties any of which may be delegated to other staff pastors.

### 4.2.2 Election of Lead Pastor.

Whenever the position of lead pastor becomes vacant, the church will attempt to find another qualified man to fill the vacancy.

4.2.2.1 The church elders will comprise and/or appoint a lead pastor search committee of at least six members representative of the body of the church to recommend a candidate to the church. The candidate must first be approved unanimously by the elders and then presented to the church for affirmation during regularly scheduled worship gatherings.

4.2.2.2 If necessary, the current elders will call an interim lead pastor to serve during the vacancy.

4.2.2.3 The lead pastor search committee will seek out suitable candidates for the lead pastor position, investigating and evaluating each man as to his character, doctrine, training, pastoral experience, and scriptural qualifications. By at least a three-fourths majority vote of its members, the lead pastor search committee will determine a candidate to present to the elders. Only one candidate at a time will be brought before the elders for their consideration. The lead pastor search committee will work with the elders to determine a compensation package, transitional expenses, and benefits for the new lead pastor. This information will be kept confidential.

4.2.2.4 The recommendation of a candidate to the church by the elders will constitute a nomination. The election will take place during the normal worship gatherings for which at least two weeks public notice has been

given. Election will be by written ballot, requiring an affirmative vote of three-fourths of those members present.

- 4.2.2.5 The person thus elected, if he accepts the call, will serve as lead pastor of the church for an indefinite period of time at the will of the membership or until the relationship is terminated by mutual consent. Both the lead pastor and church must seek at all times to follow the will of God and the leadership of the Holy Spirit in reference thereto. If either the membership or lead pastor seeks termination of the pastorate, the other party is to be given a thirty day advance notice. By mutual consent, the thirty day notice may be waived.
- 4.2.2.6 The membership may declare the position of lead pastor to be vacant by terminating an existing lead pastor. Such action will take place at a meeting called for that purpose. The meeting may be called upon the recommendation of the elders or by written petition signed by not less than one-fourth of the membership of record. The senior most non-staff elder in terms of current service will serve as moderator for this meeting. The vote to declare the position vacant will be by written ballot, requiring an affirmative vote of three-fourths of the members. Except in instances of gross misconduct by the lead pastor so terminated from office, the church will compensate the pastor with not less than one-twelfth of his total annual compensation. The termination will be immediate, and the compensation will be remitted to the terminated pastor in not more than thirty days.

### Section 4.3 Staff Pastors.

#### 4.3.1 Summary

In addition to a lead pastor, the church will call other pastors as needed to serve vocationally. Each staff pastor will meet the qualifications and perform the duties of an elder described in Section 4.1. A pastor should be recognized by the church as particularly gifted and called to the vocational ministry of shepherding in the area in which he is called to lead the church.

#### 4.3.2 Election of a Staff Pastor

The election and calling of a pastor will take place at a members meeting or other gatherings approved by the elders. A candidate may be considered for election by the church only if the elders have unanimously recommended him to the church. No less than two weeks notice will be given and members will be allowed to affirm or reject the elder's recommendation during the regularly scheduled worship gatherings. To call or to remove a pastor will require a three-fourths vote by written ballot of those members present and voting. A reciprocal notice of no less than thirty days will be given before a pastor's services will be terminated unless mutually agreed upon by both parties. The duties and privileges of a pastor

are as agreed upon between he and the church as qualified by Scripture (cf. Acts 20:28-35, Eph 4:11-16, 1 Pet 5:1-5).

#### Section 4.4 Paid Staff.

##### 4.4.1 Summary

The church may hire additional staff to assist with ministerial and/or administrative duties required by the church. The elders will determine the responsibilities and the funding for paid staff positions within the parameters of the approved budget. Full-time ministerial positions must be recommended by the elders and approved by the church by written ballot. All other staff positions may be created and hired as necessary by the lead and staff pastors as long as funding does not exceed the approved budget of the church. The staff will be immediately responsible to the lead pastor and/or whomever he appoints to that role. Non-ministerial staff are not required to be members of Faith Baptist Church. However, all employees of Faith Baptist Church are subject to all policies and procedures as laid out in the Employee Handbook.

#### Section 4.5 Deacons.

##### 4.5.1 Summary

The church will recognize and elect members as deacons who are giving of themselves in service to the church, and who possess particular gifts of service. These members will be received as gifts of Christ to His church and set apart as deacons.

##### 4.5.2 Qualifications & Role

The qualifications for a deacon are set forth in Acts 6:1-6 and 1 Timothy 3:8-13. Deacons are to serve under the direction of the elders undertaking those areas of service necessary for the church's functioning that would otherwise prohibit the elders from performing their biblical responsibilities. No specific, on-going roles are mentioned in Scripture, probably because service needs change, and so the role of the deacon should be flexible.

##### 4.5.3 Election

Nomination to the office of deacon will occur as the elders, in consultation with the current deacons, recognize a need in the church and the availability of those qualified to serve in this office. The elders will nominate qualified candidates to the church and supervise the election. The church will be given no less than two weeks' notice of the member's meeting in which members vote to affirm or reject the nominee by written ballot. A nominee needs to receive an affirmative vote by a three-fourths majority of the members voting to be elected.

Section 4.6 Church Treasurer. The treasurer will serve as a member of the board of directors and keep and maintain, or cause to be kept and maintained, adequate and correct books and

accounts of the church's properties and transactions. The treasurer will send or cause to be given to the elders such financial statements and reports as are required to be given by law, by these bylaws, or by the elders. The books of account will be open to inspection by any elder at all reasonable times.

The treasurer will deposit, or cause to be deposited, all money and other valuables in the name of, and to the credit of, the church with such depositories as the elders may designate; will disburse the church's funds as the elders may order; will render to the elders, when requested, an account of all transactions as treasurer and of the financial condition of the church; and will have such other powers and perform such other duties as the elders or these bylaws may prescribe.

Section 4.7 Church Clerk. The church clerk will serve as a member of the board of directors and keep or cause to be kept, at the church's principal executive office or such other place as the elders may direct, a book of minutes of all meetings, proceedings, and actions of the elders and the board of directors. The minutes of meetings will include the time and place that the meeting was held, whether the meeting was annual, regular, or special, and, if special, how authorized, the notice given, and the names of those present at board and elder meetings. The church clerk will keep or cause to be kept, at the principal office in the State of North Carolina, a copy of the articles of incorporation and bylaws, as amended to date.

The church clerk will give, or cause to be given, notice of all meetings of the elders, the board of directors and of the church required by these bylaws to be given. The church clerk will be responsible for keeping a suitable record of all official actions of the church, except as otherwise herein provided. The church clerk will be responsible for keeping a registry of names of members, with dates of admission, dismissal, death or erasure, together with a record of baptisms. The church clerk will issue or cause to be issued letters of recommendation and transfer to other likeminded churches as requested for any member who is not under church discipline. Such letters will be sent to churches only and will not be given to the individual. The church clerk will be responsible for preserving on file all communications and written official reports. The church clerk will keep the corporate seal in safe custody and will have such other powers and perform such other duties as the elders or these bylaws may prescribe.

## **Article 5. BOARD OF DIRECTORS**

Section 5.1 Summary. Subject to the provisions and limitations of the North Carolina Nonprofit Corporation Act and any other applicable laws, and subject to any limitations in the articles of incorporation or these bylaws, Faith Baptist Church will have a board of directors composed of six members: three elders, one deacon, the church treasurer, and the church clerk.

Section 5.2 Duties and Responsibilities. The board of directors will:

- 5.2.1 Serve as the legal officers of the corporation. The three elders will serve as the president, vice-president and secretary of the corporation.

- 5.2.2 Execute such items as deeds, mortgages, notes, and other legal instruments authorized and instructed by the elders, or their appointees. Such execution will be by at least two directors. The directors will not have the authority to buy, sell or encumber real property unless specifically authorized to do so by majority vote of the membership at a properly called members meeting. The directors will incur no personal liability in the performance of their duties and the church will hold them harmless as long as they are acting in their capacity as directors and/or at the instruction of the church.

Section 5.3 Election, Designation, and Term of Office of Directors. Directors for the church will be elected by written ballot by the voting members at an annual meeting. Nominees for director will be presented by the elders. Directors will serve one year terms. Each such director, including a director appointed to fill a vacancy, will hold office until expiration of the term for which appointed or elected and until a successor director has been elected. Directors may serve successive terms.

Section 5.4 Vacancies, Removal, and Resignation of Directors. A vacancy or vacancies on the board of directors will be deemed to exist on the occurrence of any of the following: (1) the death or resignation of any director; (2) the increase of the authorized number of directors; or (3) the removal of a director in accordance with these bylaws.

A director may be removed for cause by the recommendation of the active elders and by the vote of the voting members of the church at a meeting called for the purpose of removing the director. The meeting notice will state that the purpose, or one of the purposes, of the meeting is removal of the director. Just cause to remove a director will be limited to (1) material failure to meet the qualifications of a director, (2) engaging in fraudulent, dishonest, or immoral acts, or (3) gross abuse of authority with reference to the church. Any director may resign by giving written notice to the lead pastor or the elders of the church. The resignation will be effective when the notice is given unless it specifies a later time for the resignation to become effective.

## **Article 6. COMMITTEES AND MINISTRIES**

Section 6.1 Church Committees. Committees may be formed and disbanded by the lead pastor or the elders. All committee members and chairpersons will be approved by the elders.

Section 6.2 Church Organizations and Ministries. The church will have such ministries, organizations and services as are deemed necessary to accomplish the purpose of the church. All ministries of the church will be under the authority of the elders. It is understood that the lead pastor or anyone he designates is an ex-officio officer of all organizations named, and his leadership is to be recognized in them. The elders may remove anyone from leadership of any church organization or ministry, elected or not, if it is deemed absolutely necessary for the general welfare of the church.

## **Article 7. RECORDS, REPORTS AND FINANCES**

Section 7.1 Maintenance and Inspection of Articles and Bylaws. The church will keep at its principal executive office the original or a copy of the articles of incorporation and bylaws, as amended to date, which will be open to inspection by the members and any member of the board of directors at all reasonable times during office hours.

Section 7.2 Inspection by Elders. Every elder will have the absolute right at any reasonable time to inspect the church's books, records, documents of every kind, physical properties, and the records of each of its subsidiaries. The inspection may be made in person or by the director's agent or attorney. The right of inspection includes the right to copy and make extracts of documents. Notwithstanding anything in Article 16, Part 1 of the North Carolina Nonprofit Corporation Act to the contrary, no member will have any right to inspect the accounting books and records and elder and committee minutes of this church without a written request that is approved by the elders in their sole discretion. Further, it is the specific policy of this church to keep all payroll information and personnel files confidential.

Section 7.3 Financial Support. Financial Support for the church is to be provided through gifts, financial or otherwise. The church will operate under a unified budget prepared under the direction of the elders and approved by the membership.

Section 7.4 Receipts. Receipts from all sources will be kept in such accounts as the church may care to designate. From these accounts, payment of bills for local work and expenses will be made promptly, and all funds received for denominational or other causes will be remitted in accordance with the time frame customary to such causes.

Section 7.5 Indebtedness. No long-term loans will be contracted on behalf of the church in its name, unless authorized by the membership. Such authority may be general or confined to specific instances.

Section 7.6 Deposits. All funds of the church not otherwise employed will be deposited from time to time to the credit of the church in such banks, trust companies or other depositories as selected by the elders.

Section 7.7 Confidential Donors Information. All information concerning an individual's donations are confidential information and will not be made available to anyone other than the elders and their designees.

## **Article 8. GENERAL CORPORATE MATTERS**

Section 8.1 Construction and Definitions. Unless the context requires otherwise, the general provisions, rules of construction and definitions in the North Carolina Nonprofit Corporation Act will govern the construction of these bylaws. Without limiting the generality of the preceding sentence, the masculine gender includes the feminine and neuter, the singular includes the plural, the plural includes the singular, and the term “person” includes both a legal entity and a natural person.

Section 8.2 Amendment of Bylaws. New bylaws may be adopted, or these bylaws may be amended or repealed upon approval of the membership. Proposed amendments will be submitted to the elders for approval. If approved, the proposed amendments/changes will be presented to the congregation at a regular business meeting for discussion and must be approved by congregational vote. A simple majority vote will constitute approval.

Section 8.3 Amendments of Articles. The articles of incorporation of this church may be amended, repealed or new articles adopted upon approval of the membership. Proposed amendments will be submitted to the elders for approval. If approved, the proposed amendments/changes will be presented to the congregation at a regular business meeting for discussion and must be approved by congregational vote. A simple majority vote will constitute approval.

Section 8.4 Bylaws Review. These bylaws will be reviewed periodically, but at least every five years, for the purpose of determining whether any amendments are necessary or appropriate. Such review will be pursuant to procedures established by the elders.

Section 8.5 Insurance. The church will have the right to purchase and maintain insurance to the full extent permitted by law on behalf of its officers, directors, employees, and other agents, against any liability asserted against or incurred by any officer, director, employee, or agent in such capacity or arising out of the officer's, director's, employee's, or agent's status as such.

Section 8.6 Church Policies and Procedures. The church will maintain a copy of all written policies and procedures in the church office. All activities of the church or its ministries will be governed by these written policies and procedures. Additions, revisions, or deletions of any written policies and procedures will be made under the leadership of the lead pastor and approved by the elders.

## **CERTIFICATE OF ADOPTION**

I certify that I am the duly elected and acting secretary of FAITH BAPTIST CHURCH OF YOUNGSVILLE, a North Carolina religious corporation, that the above bylaws, consisting of sixteen pages, are the bylaws of this church as adopted by the elders and board of directors of this church and approved by vote of the church membership on May 20, 2018, and that said bylaws have not been amended or modified since the date thereof.

Executed on May 20, 2018, at Youngsville, North Carolina.

\_\_\_\_\_, Secretary