

BYLAWS OF MOBBERLY BAPTIST CHURCH, INC.

PREAMBLE

We the members of Mobberly Baptist Church (the “Church”) adopt the following amended and restated Bylaws to ensure our congregation is governed in an orderly manner, to state the rights and responsibilities of Church members, officers, and staff, and to clarify our relationship with the government, denominational entities, and other churches of like faith and practice. These Bylaws will be followed by the Church in all its operations and activities.

I. NAME AND LEGAL FORM

The name of the Church is Mobberly Baptist Church, Inc. and its principal home and office are located at 625 E. Loop 281 Longview, Texas 75605. The Church is a nonprofit corporation, originally organized under the laws of the State of Texas on December 13, 1944.

II. PURPOSE AND OPERATION

A. Our purpose grows out of the Great Commission (Matthew 28:18-20) and the Great Commandment (Luke 10:27). As the Holy Spirit leads and gives power, we will:

1. Love God with all our being and love others as ourselves.
2. Worship God together in peace and unity.
3. Share the Good News of Salvation through Christ with our community and throughout the world.
4. Encourage individual Christian growth, discipleship, and disciple-making.
5. Provide for the needs of individuals through ministry.

B. Our Church is organized and will be operated exclusively for religious, charitable, and educational purposes, in accordance with these Bylaws and the beliefs set forth in our Constitution. Our Church’s assets shall only be used in furtherance of these purposes. No part of the Church’s net earnings or assets shall be distributed to any member, officer, or other private person, except the Church may pay reasonable compensation for services rendered to it in the form of salary or other non-salary benefits. Our Church is empowered to perform any legal action permitted to churches and non-profit corporations but will not perform any act which would violate Section 501(c)(3) of the Internal Revenue Code of 1986 (as it now exists or may be later amended), so long as the Code does not require unbiblical practices, as determined by the Church.

III. CHURCH GOVERNMENT

We are an autonomous, Christ-ruled, pastor-led, member-governed, committee-guided, and deacon-served Southern Baptist Church. We the membership retain the exclusive right of self-

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government in all phases of the spiritual and temporal life of our Church. We reserve the exclusive right to determine who will be members of this Church and the conditions of such membership. Every member has a right and responsibility to participate in the Church's government, plans, and discipline as set forth in these Bylaws. The Church is served by various committees who have roles and responsibilities assigned by the Church. The Church is subject to the control of no other earthly authority or entity, ecclesiastical or otherwise. The Church welcomes fellowship and cooperation with other churches of like faith and practice. Within our discretion, we will cooperate with and support those denominational entities and other religious organizations that share our beliefs.

IV. MEMBERSHIP

A. CANDIDACY.

Persons may offer themselves as candidates for membership in our Church in any of the following ways:

1. By profession of faith and subsequent believer's baptism. (Section X)
2. By baptism, after having testified of a personal salvation experience, but not yet having experienced believer's baptism.
3. By promise of letter of recommendation from another Baptist church of like faith and practice of which they are a current member in good standing.
4. By statement of prior conversion experience and believer's baptism when no letter is obtainable.

All member candidates shall be counseled by pastoral staff or a decision prayer partner. Should there be a question as to anyone's candidacy, such question will be referred to the pastoral staff and the decision prayer partner ministry for investigation and recommendation.

B. MEMBERSHIP COURSE.

All candidates for Church membership will be required to attend the Church's current membership education course. The course shall inform membership candidates of the Church's doctrinal beliefs, governing processes, ministry opportunities, and the rights and responsibilities of membership. At the conclusion of the course, qualified member candidates will be given an opportunity to enter into Church membership, wherein they must agree to the Church's doctrinal beliefs and commit to the expectations and responsibilities of membership as outlined in the membership course and in these Bylaws. These candidates will then be presented to the Church for admission as members.

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C. ADMISSION OF MEMBERS.

After meeting the candidacy and membership course requirements above, persons may be admitted as members by a three-fourths vote of the Church at any Church business meeting. (No specific quorum will be required for such vote.) All member candidates will be identified to existing Church members in advance of the vote.

Persons who are already members of the Church in good standing at the time of adoption of these Bylaws are deemed to meet the above membership requirements.

D. RIGHTS OF MEMBERS.

1. **Voting:** Members are entitled to vote at all elections and on all decisions made in Church business meetings.
2. **Service:** Members are eligible for consideration as candidates for service positions and elective offices in the Church; however, certain additional qualifications may be required.
3. **Ordinances:** Members may participate in the ordinances of the Church.

E. RESPONSIBILITIES OF MEMBERS.

Each member is expected to participate in and contribute to the ministry and life of our Church, consistent with God's leading and with the spiritual gifts, time, material resources, and physical ability with which each has been blessed. Each member is expected to support the Church with tithes and offerings. Each member shall serve the Church in accordance with the duties stated in the member commitment, as stated in the Church Constitution. Likewise, it is their privilege and responsibility to attend Church business meetings and to prayerfully consider and vote on the following matters in which decision-making authority is vested in the members:

1. Call and, if necessary, removal of the Senior Pastor.
2. Call of an Interim Pastor.
3. Call and, if necessary, removal of other Called Staff.
4. Election of Deacons, at-large Church Leadership Council members, and Committee members.
5. Admission and, if necessary, removal of Church members.
6. Approval of the Church's annual operating budget.
7. Approval of the Church's borrowing of funds.
8. Approval of the Church's purchase of real property.

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9. Approval of the sale of real property comprising any part of the Church's campuses or operations, as well as any property previously purchased by the Church.
10. Approval of church plants primarily funded by the Church, or those with multi-year financial commitments.
11. Approval of the launch, release, or closure of Church satellite campuses.
12. Approval of any non-budgeted Church expenditure exceeding one weeks' operating expenses (7/365) of the Church's current annual budget, and of all non-budgeted expenditures once they exceed a total of two weeks' operating expenses (14/365) of the annual budget unless, within the discretion of the Finance Committee, they are needed for reasonably urgent matters.
13. Amendment of the Church's Constitution and Bylaws.
14. Any change in participation, affiliation, or alignment with a denominational entity or religious network.
15. Any other "fundamental action" which a vote of the members is required under the Texas Business Organizations Code or other applicable law.

F. TERMINATION OF MEMBERSHIP.

1. Membership in our Church shall be terminated for the following reasons:
 - a. Death of the member.
 - b. Request of the member, including granting a request for transfer to another church.
2. Membership in our Church may be terminated for the following reasons:
 - a. Proof of complete inactivity for a period of 5 years.
 - b. Reasonable proof of active participation or membership in another church.
 - c. Exclusion by disciplinary action of this Church.
3. The Church can terminate membership without a vote of the members for the reasons stated above, except for that in section 2, c.

G. MEMBER DISCIPLINE.

1. Acknowledging that each of us is saved by God's grace, our Church will take every reasonable measure to assist a troubled member. Redemption and

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restoration, rather than punishment, shall be the guideline which governs the attitude of one member toward another.

2. However, if a member's sin and rebellion cause the member to become a liability to the general welfare of the Church, reasonable measures will be taken by the Church staff and Deacons to resolve the problem in accordance with Matthew 18:15-20. These proceedings will be conducted with a spirit of Christian love and compassion. But, if the member remains unrepentant, it may be determined that the welfare of the Church will best be served by their exclusion from the Church (1 Corinthians 5:1-8). Such person's membership may then be terminated by a two-thirds vote of the Church at a Special Business Meeting. Terminated members are not re-eligible for Church membership candidacy, except as stated in section 3 below.
3. It being our desire that all persons be restored to fellowship with Christ and His Church, any person whose membership has been terminated for disciplinary reasons may, upon evidence of repentance and reformation, request to have his or her membership candidacy restored (2 Corinthians 2:5-11). Such person may be restored to membership candidacy by a three-fourths vote of the Church at a Special Business Meeting, after which they must again undergo the membership procedures of section IV, A-C.

V. CHURCH OFFICERS

Our Church will be served by the following corporate officers: President, Vice President, and Clerk. All officers must be members of the Church.

A. PRESIDENT AND VICE PRESIDENT.

The Chairman of Deacons shall also hold the office of Church President and the Vice Chairman of Deacons shall hold the office of Church Vice President. The President and Vice President shall serve in these offices until their terms as officers of the Brotherhood of Deacons ends. The President and Vice President shall represent the Church in legal and business matters, as needed, but must do so jointly. The President and Vice President shall have no power to buy, sell, mortgage, lease, or transfer any property without a specific vote of the Church authorizing each action. If approved by the Church, it shall be the function of the President and Vice President to affix their signatures to legal documents involving the sale, mortgage, purchase, or rental of property, or other legal documents, where the signatures of Church officers are required. In the event the President or Vice President become incapacitated, the Church Leadership Council may appoint a second signatory on such documents.

B. CLERK.

The Clerk shall be appointed by the Church Leadership Council. The Clerk will serve for an indefinite period at the pleasure of the Leadership Council. The Clerk may be

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an employee of the Church. The Clerk, assisted by Church staff as necessary, shall perform the following duties:

1. Maintain an accurate and current list of Church members.
2. Ensure proper notice is given of all Church business meetings.
3. Be present in all Regular and Special Church Business Meetings to determine if a quorum is present to make decisions.
4. Record the results of matters voted upon in Church business meetings. The Clerk shall oversee the tabulation of all votes.
5. Record the minutes of Church business meetings.
6. Certify membership, baptismal, educational recommendation, and similar records of the Church, as directed.
7. Serve as custodian of official Church records, safely preserving them in the Church archives.

VI. CHURCH STAFF

A. SENIOR PASTOR.

1. QUALIFICATIONS.

The Senior Pastor will meet the qualifications given in Scripture¹:

- a. Aspires to be a Pastor (1 Timothy 3:1).
- b. Above reproach, blameless (1 Timothy 3:2; Titus 1:6, 7).
- c. Husband of one wife (1 Timothy 3:2; Titus 1:6).
- d. Self-controlled (1 Timothy 3:2; Titus 1:8).
- e. Sensible (1 Timothy 3:2; Titus 1:8).
- f. Respectable (1 Timothy 3:2).
- g. Hospitable (1 Timothy 3:2; Titus 1:8).
- h. Holds to the faithful message as taught by the Scripture (1 Timothy 3:14-17; 2 Timothy 1:13; Titus 1:9).

¹ All scriptural statements or quotations in these Bylaws are taken from the Christian Standard Bible (“CSB”) translation (2017), csbible.com.

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- i. Able to teach, to encourage with sound teaching, and to refute those who contradict the faithful message (1 Timothy 3:2; 2 Timothy 2:24; Titus 1:9).
- j. Proclaims things consistent with sound teaching; message is sound beyond reproach and marked by integrity and dignity (Titus 2:1; 7-8).
- k. Not an excessive drinker (1 Timothy 3:3; Titus 1:7).
- l. Not a bully, but gentle (1 Timothy 3:3; 2 Timothy 2:24-25; Titus 1:7).
- m. Not quarrelsome, not arrogant, not hot-tempered (1 Timothy 3:3; 2 Timothy 2:14-19, 23-24; Titus 1:7).
- n. Not greedy for money (1 Timothy 3:3; Titus 1:7).
- o. Manages his own household competently and has his children under control with all dignity; has faithful children who are not accused of wildness or rebellion. (1 Timothy 3:4-5; Titus 1:6).
- p. Must not be a new convert (1 Timothy 3:6).
- q. Must have a good reputation among outsiders (1 Timothy 3:6).
- r. Loves what is good (Titus 1:8).
- s. Righteous (Titus 1:8).
- t. Holy (Titus 1:8).
- u. Makes himself an example of good works (Titus 2:7).
- v. Patient (2 Timothy 2:24).

2. DUTIES.

The Senior Pastor is the spiritual leader of the Church, responsible for leading the congregation to function as a New Testament church.

- a. Pursues a holy lifestyle (1 Timothy 4:6-16, 6:11-15; 2 Timothy 2:20-22).
 - i. Seeks the leadership of the Holy Spirit by:
 - a) Leading a life of prayer.
 - b) Spending time devotionally in God's Word.
 - ii. Sets an example of the Christian life within the Church and community.
- b. Shepherds God's flock at Mobberly Baptist Church, providing direction and pastoral care (John 21:15-17; 1 Peter 5:2-4).

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- i. Not out of compulsion, but willingly, as God would have him do.
 - ii. Not out of greed for money but eagerly.
 - iii. Not lording it over those entrusted to him but instead is an example to the flock.
- c. Follows the direction of the Holy Spirit to provide overall guidance and vision for the pastoral ministries of the Church (Acts 20:17-38; Eph. 4:11-16).
 - i. Leads the Church in the achievement of its mission.
 - ii. Oversees the Church's staff and organizations to define and perform their tasks in furtherance of the Church's mission.
- d. Works hard at preaching and teaching the Word of God (Matthew 28:19; Acts 20:27; 1 Timothy 1:5, 4:1-4, 5:17 6:2b; 2 Timothy 2:1-15).
 - i. Preaches to the Church, proclaiming the gospel to believers and unbelievers.
 - ii. Gives priority to study and preparation.
 - iii. Develops and executes a preaching/teaching plan to present the whole Word of God for the purpose of evangelizing the lost and discipling believers.
- e. Regularly leads the worship, ordinances, and ceremonies of the Church (Matthew 28:18-20; Acts 16:14-15, 19:3-5; 1 Corinthians 11:17-26; 1 Timothy 2, 4:13).
 - i. Oversees the worship services.
 - ii. Provides opportunities for Believer's Baptism.
 - iii. Celebrates the Lord's Supper.
 - iv. Performs funerals and biblical weddings.
- f. Does the work of an evangelist by personally evangelizing in the Church and community (2 Timothy 4:5).
- g. Equips the believers for the work of service by training them to (Ephesians 4:11-12):
 - i. Discover foundational Christian beliefs and master spiritual disciplines (e.g., prayer, daily devotionals, Bible study, Scripture memory, etc.)

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ii. Assume ownership and responsibility for their ongoing growth as a disciple of Christ (e.g., interpretation and use of the Bible, determination and use of their spiritual gift(s), etc.

iii. Leads others through:

- a) Evangelism.
- b) Disciple-making.
- c) Service – becoming involved in personal ministry within the Church.

3. SELECTION.

A Senior Pastor shall be chosen and called by the Church whenever a vacancy occurs.

- a. A Pastor Search Committee shall seek out a suitable Senior Pastor, and its recommendation will constitute a nomination. The Committee shall be composed of at least nine persons nominated by the Committee on Committees and approved by majority² vote of the Church during a Special Business Meeting. The members of the Pastor Search Committee shall represent a reasonable cross-section of the Church membership. Any Church member has the privilege of recommending pastoral candidates to the Pastor Search Committee. The Pastor Search Committee shall bring to the consideration of the Church only one name at a time.
- b. Election of the Senior Pastor by the Church shall take place at a Special Business Meeting of which at least two weeks' notice has been given. Voting shall be conducted by secret written ballot, with a three-fourths vote being necessary for approval. (Section XI, C, 5, a and b)

4. TERM OF SERVICE AND COMPENSATION.

The Senior Pastor is called for an indefinite period of time and shall serve until the relationship is terminated by his resignation, retirement, death, disability, or removal by the Church, as provided below. The Senior Pastor's salary, benefits, and reasonably expected working schedule shall be determined by the Church Personnel Committee, in consultation with the Church Leadership Council.

² Whenever used in these Bylaws, the term "majority" shall mean any number greater than one-half (1/2) of those members present, constituting a quorum, and voting in such meeting. See section XI Meetings, C, 5, a, and b below for complete explanation of quorum requirements, voting margins, and voting procedures for Church meetings.

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5. TERMINATION OF SERVICE.

- a. **RESIGNATION OR RETIREMENT:** The Senior Pastor may relinquish the office at any time by giving at least four weeks' written notice to the Church.
- b. **DEATH:** The Senior Pastor's term shall end upon his death.
- c. **DISABILITY:** The Church may elect to terminate the Senior Pastor's employment upon any physical or mental disability which renders him incapable of performing the essential functions of his job position beyond a reasonable period of time, and consistent with Church employment policy.
- d. **REMOVAL:** The Church may remove the Senior Pastor for sufficient cause, including the following: (1) clearly unbiblical teaching, (2) unbiblical, immoral, or unethical behavior which hinders the Church or leadership of the Senior Pastor, (3) a failure to adequately perform his job responsibilities, (4) a material failure to abide by the provisions of the Church Constitution or Bylaws, or (5) other failure to meet the qualifications of character and conduct required of the position. Prior to any removal, reasonable measures will be taken by the Church Leadership Council to resolve the problem in accordance with Matthew 18:15-20, and with a spirit of love and compassion. The Council may involve the Deacon Officers, other Church staff, and/or the Personnel Committee in this process.

A recommendation for removal of the Senior Pastor may be brought to the Church for a vote by any two of the following entities: The Church Leadership Council, the Personnel Committee, and the Brotherhood of Deacons. The Church will then vote on whether to remove the Senior Pastor at a Special Business Meeting called for that purpose. During the period of time between a recommendation for removal and the business meeting to consider such removal, the Senior Pastor will be automatically placed on administrative leave with pay. A quorum of not less than 500 Church members shall be required for such meeting, and not less than two weeks' written notice of the meeting must be provided to the Church and Senior Pastor. The moderator for this meeting shall be the Chairman of Deacons. Any vote to remove the Senior Pastor shall be conducted by written secret ballot, with a two-thirds vote being necessary for approval. (Section XI, C, 5, a and b) Severance pay for a removed Senior Pastor, if any, shall be as determined by the Personnel Committee and Church Leadership Council, and in accordance with Church employment policies.

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B. INTERIM PASTOR.

Should the office of Senior Pastor be vacant for any reason at any time, the Church Leadership Council shall make provision for the Church pulpit to be filled until another Senior Pastor is called. By vote of the Church membership in a Special Business Meeting, or by decision of the Church Leadership Council, the Church may seek an Interim Pastor to serve the Church until the new Senior Pastor is called. In such case, the Church Leadership Council shall serve as the Interim Pastor Search Committee. Nominees for Interim Pastor may come from any Church member, organization, or staff member. Interim Pastor nominees must meet the character qualifications required of the Senior Pastor enumerated in section VI, A. 1. The Church Leadership Council shall then recommend an Interim Pastor candidate to the Church for approval by a three-fourths vote at a Special Business Meeting. (Section XI, C, 5, a and b) The proposed scope of duties and responsibilities of the Interim Pastor shall be determined by the Church Leadership Council and included in such recommendation. Only one candidate at a time shall be presented to the Church for vote. The Personnel Committee shall determine the salary and benefits to be provided to him, in consultation with the Church Leadership Council. The Interim Pastor shall serve for such term as is decided jointly by the Church Leadership Council and Personnel Committee, and he may be dismissed from service by same.

C. CALLED STAFF.

Our Church will call and employ additional pastoral staff positions (“Called Staff”) as needed. Called Staff are ordained ministers that the Church has called by an affirmative vote to serve in a specific area of pastoral ministry.

1. CREATION & DUTIES.

The Senior Pastor will recommend creation, elimination, reorganization, or reassignment of Called Staff positions and duties to the Church Leadership Council. When such a change is approved by the Council, it shall be communicated to the Church.

2. QUALIFICATIONS.

Called Staff members shall meet the qualifications required of the Senior Pastor enumerated in section VI, A, 1.

3. SELECTION.

- a. The Senior Pastor shall seek and recommend suitable candidates to the Church Leadership Council. The Council shall bring only one candidate at a time to the Church for a vote.

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- b. Election of Called Staff members by the Church shall take place at a Special Business Meeting of which at least two weeks' notice has been given, with a three-fourths vote being necessary for approval. (section XI, C, 5, a and b)

4. TERM OF SERVICE AND COMPENSATION.

Called Staff members are called for an indefinite period of time and shall serve until the relationship is terminated by resignation, retirement, death, disability, restructure of position, or by the Church's removal as provided below. Specific salary, benefits, and reasonably expected working schedule shall be determined for each Called Staff member by the Church Personnel Committee, in consultation with the Church Leadership Council.

5. TERMINATION OF SERVICE.

Termination of a Called Staff member shall be made in the same manner as that set forth for the Senior Pastor in section VI, A. 5. above, however the quorum for such Special Business Meeting will be 250 members.

D. MINISTERIAL STAFF.

Ministerial Staff members may be employed as the Church determines the need for their services. Ministerial Staff report to the Called Staff and do not require election by Church vote. Ministerial Staff members must meet the qualifications related to character enumerated in section VI, A, 1.

1. CREATION & SELECTION.

The Senior Pastor or his Called Staff designee will recommend creation, elimination, or alteration of Ministerial Staff positions to the Personnel Committee. When such new positions are approved by the Committee, the Senior Pastor or his Called Staff designee shall seek and recommend suitable candidates to the Personnel Committee. Employment, compensation, and termination of Ministerial Staff shall be then decided by the Personnel Committee in accordance with the Church's current employment policies.

2. TERM OF SERVICE AND COMPENSATION.

Ministerial Staff members shall serve until the relationship is terminated at their own request, or by agreement of the Personnel Committee with the recommendation of the Senior Pastor or the supervising Called Staff designee. The Ministerial Staff member's salary, benefits, and working schedule shall be determined by the Personnel Committee in consultation with the supervising Called Staff, and in accordance with the Church's current employment policies.

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E. SUPPORT STAFF.

The Church staff shall have the authority to employ Support Staff, including volunteer Staff, as needed to carry out the ministries and operations of the Church. Support Staff members will serve until their employment relationship is terminated at their own request, or by decision of the supervising Church staff. The Personnel Committee shall be kept informed of employment and termination of Support Staff. However, any newly created Support Staff positions, including their proposed salary and benefits, if any, must be approved by the Personnel Committee.

VII. CHURCH LEADERSHIP COUNCIL

A. PURPOSE.

Because our Church is a pastor-led and member-governed body, the Church Leadership Council serves alongside the Senior Pastor to facilitate congregational governance of our Church by providing a structure for accountability and responsible stewardship of Church resources. The Council does not direct the day-to-day operations of the Church, nor is it responsible for actual implementation of ministry plans and activities. The Council supports the strategic accomplishment of our Church's mission and promotes cooperation and communication between our Church Staff, members, Deacon Brotherhood, and Committees.

B. RESPONSIBILITIES AND DUTIES.

1. Commits to support the Senior Pastor by encouraging him, and regularly praying for him and his family, as they pursue a healthy and well-balanced life.
2. Provides wise counsel and honest feedback to the Senior Pastor in development of his vision for the ministry of the Church.
3. Works with the Senior Pastor to ensure Church activities and operations are aligned with the desired ministry vision.
4. Provides a Church-wide perspective on the adequacy of Church resources (financial, personnel, facilities, property) necessary to achieve the Senior Pastor's ministry vision.
5. Makes recommendations to the Deacons, Committees, and, if necessary, the Church, concerning significant changes in direction or methods of ministry.
6. Provides ongoing counsel and accountability to the Senior Pastor regarding his leadership and ministry to the Church.

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7. Conducts an annual written performance review of the Senior Pastor to be provided to the Personnel Committee.
8. Assists the Church in resolving any issue concerning the Senior Pastor as specified in section VI, A, 5, d, and makes recommendations to the Church on the removal of a Senior Pastor, if necessary.
9. At the recommendation of the Senior Pastor, determines the creation, reorganization, reassignment, or elimination of Called Staff positions. When such changes are approved by the Council, they shall be communicated to the Church.
10. If requested, assists the Personnel Committee with employment policies and issues relating to the Senior Pastor and Called Staff.
11. Assists in resolving disputes between the Senior Pastor and Called Staff, or, if requested by the Senior Pastor, those between Called Staff. The Council may involve the Personnel Committee in this process, if desired.
12. Joined by the Deacons, resolves any theological disputes that arise within the Church.
13. Joined by the Personnel Committee (or its designated representative members), resolves any actual or alleged moral, financial, or ethical violation, or other matter which may result in potential discipline or termination of the Senior Pastor (section VI, A, 5, d) or Called Staff (section VI, C, 5).
14. Appoints the Church Clerk.
15. Assists the Church and its staff in any other task when required by these Bylaws or requested by the Church.
16. Works with Church staff to ensure continuity of operation of the Church when the position of Senior Pastor is vacant. This includes the authority to temporarily appoint a leading member of the Called Staff, if needed.
17. Seeks to ensure that the Church is operating in accordance with its Constitution, these Bylaws, and any applicable public laws, including those governing Texas Non-Profit Corporations.
18. Oversees the amendment process for the Church Bylaws and Constitution. (Section XVI)
19. At least once every five years, ensures the Committee on Committees nominates for approval by the Church a committee to review the Church Constitution and Bylaws, to make certain they remain biblically and legally sound.

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C. COUNCIL MEMBERSHIP.

1. The Council shall normally consist of ten members, comprised of the following Church staff and lay persons:
 - a. Senior Pastor
 - b. Chairman of Deacons
 - c. Immediate past Chairman of Deacons
 - d. An additional member of the Called Staff elected by vote of the Leadership Council. This shall be a non-voting position unless the position of Senior Pastor is vacant.
 - e. The current Chairs of the following Standing Committees:
 - i. Personnel Committee
 - ii. Finance Committee
 - iii. Missions Development Committee
 - f. Three at-large members from the Church membership, nominated by the Committee on Committees and elected by the Church membership. At-large members must have been members of the Church for at least five years, served effectively in leadership roles, and not be a member of the Church staff. A good faith effort should be made to select men and women who reflect the diversity of the Church membership.
2. In the event temporary vacancies occur, the Council shall promptly take necessary steps, working with the Deacons, Standing Committees in e. above, or the Committee on Committees, as necessary, to ensure the Council's membership does not fall below nine voting members.
3. All members should meet the character qualifications found in 1 Timothy 3:1-13 and be faithful givers to the Church in accordance with Mark 12:41-44.
4. Women are eligible for service on the Leadership Council as Committee chairs or at-large members.
5. In its first year of existence, the Council's chairman shall be the Chairman of Deacons. Thereafter, its chairman shall be the immediate past Chairman of Deacons. If the past Chairman is unwilling or unable to complete his term as Council chair for any reason, the Council shall elect a chair from among its experienced lay members to serve the remainder of his term.

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D. MEMBER TERMS.

1. The Senior Pastor's membership on the Council shall be for as long as he shall serve as Senior Pastor of the Church.
2. The additional Called Staff member shall serve a 2-year term, which may be extended for an additional 2-year term upon vote of the Council.
3. At-large members shall normally serve 4-year terms, but initial appointment of one of the members shall be for two years to establish an appropriate rotation schedule.
4. The Standing Committee chairs shall serve for the duration of their service in those positions.
5. The Chairman of Deacons shall serve on the Council for the duration of his service in that position. Should he fail to complete his term as Chairman for any reason, the Brotherhood of Deacons shall elect a new Chairman, who shall also complete the prior Chairman's term on the Council. The Chairman of Deacons who did not complete his term shall not be eligible to serve on the Council as immediate past Chairman.
6. The immediate past Chairman of Deacons' term on the Council shall normally coincide with the term of the current Chairman of Deacons. If the current Chairman of Deacons fails to complete his term as described in 5 above, this shall not affect the past Chairman's term on the Council. Should the past Chairman fail to complete his term on the Council for any reason, the Brotherhood of Deacons shall appoint one of its members to complete his term. However, the Deacon appointed to fulfill such term shall not also serve as chair of the Council. (Section VII, C, 5)
7. Except as provided above for the current and immediate past Chairman of Deacons and the Called Staff member, no member may serve consecutive terms, but any member may serve an unlimited number of non-consecutive terms. All other members except the Senior Pastor must rotate off the Council for at least one year before being eligible to serve another term.

E. MEETINGS AND PROCEDURES.

1. The Leadership Council shall endeavor to meet at least every other month, and more often if needed. While the Council should attempt to meet in person, meetings or votes may be conducted by videoconference, teleconference, email, or similar electronic means, when necessary.

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2. The Leadership Council chairman shall preside over meetings and lead the Council in accomplishing its duties and responsibilities. The Council may elect a vice chairperson to assist the chairman or serve in his absence.
3. The Leadership Council shall elect a secretary from among its members to record the minutes of each meeting. All minutes should be approved at the subsequent Council meeting and must be stored in the Church archives. Discussions and decisions involving confidential personnel, legal, or similar matters may be conducted in executive session, during which session non-members are normally excused, and the minutes of the session are kept confidential, as needed.
4. The quorum for a meeting shall be a majority of the Council members then serving, and decisions of the Council shall be made by majority vote. (Section XI, C, 5, c)
5. The Senior Pastor and Called Staff representative will be excused from discussions or decisions concerning the Senior Pastor's performance, compensation, discipline, termination, or similar matters, at the discretion of the chairman, or by majority decision of the other Council members. However, in these cases, a quorum of seven non-staff members must be present to make decisions. If a Council meeting concerns the alleged misconduct of a Council member, that person may be excused from such meeting and shall not participate in any decision concerning them.
6. Council members must attend at least 75% of the meetings to remain active members. At-large members who fail to meet attendance requirements without good cause, or who are no longer able to serve on the Council for other reasons, shall be replaced by the Church following new nominations by the Committee on Committees.

VIII. DEACONS

The Brotherhood of Deacons is composed of ordained Deacons approved by the Church after selection and training by the Deacon Brotherhood. The Deacons will render full assistance to the Pastors in ministering to the moral, spiritual, and physical needs of the Church. Our Deacons will serve the Church both individually and collectively.

A. CLASSIFICATIONS.

Members of the Deacon Brotherhood are classified as either Deacons, Deacons Emeritus, Deacons in Reserve, or Deacons in Training based upon their participation in deacon ministries and their current standing regarding deacon qualifications.

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1. **DEACONS.** Deacons are those men in the Deacon Brotherhood who currently meet all qualifications and fully support and participate in all aspects of deacon ministries as outlined in section VIII, B, and C.
2. **DEACONS EMERITUS.** Deacons Emeritus are those men in the Deacon Brotherhood who desire to serve but due to age or health reasons are no longer able to perform the specified duties of a Deacon. Deacons Emeritus are invited to attend meetings but are not required to do so. Deacons Emeritus may participate in the voting process of the Deacon Brotherhood.
3. **DEACONS IN RESERVE.** Deacons in Reserve are those men in the Deacon Brotherhood who are unwilling or unable to perform the specified duties of a deacon at that time. Deacons in Reserve are invited to attend meetings but are excluded from the discussion and voting process unless and until they have been reinstated to active status. (Section VIII, D)
4. **DEACONS IN TRAINING.** Deacons in Training are men who are not yet ordained. However, they meet the spiritual and moral qualifications of deacons, and have been approved by the Church to undergo training by the Deacon Brotherhood in preparation for ordination. Deacons in Training shall attend meetings and participate in all aspects of deacon ministry as required by their training process and the Deacon Officers. (Section VIII, G, 1)
However, Deacons in Training are excluded from the voting process of the Deacon Brotherhood until they have been elected and ordained by the Church.

The Deacon officers will maintain and periodically publish a roster showing the classification or status of each Deacon, Deacon Emeritus, Deacon in Reserve, and Deacon in Training. The roster will also include any recent change in status of any member of the Deacon Brotherhood.

B. QUALIFICATIONS.

1. **BIBLICAL QUALIFICATIONS FOR DEACONS.** (Acts 6:1-6; 1 Timothy 3:8-13)
 - a. Of good reputation.
 - b. Full of the Holy Spirit.
 - c. Full of wisdom.
 - d. Full of faith.
 - e. Worthy of respect.
 - f. Not hypocritical.
 - g. Not drinking a lot of wine.

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- h. Not greedy for money.
- i. Holding the mystery of the faith with a clear conscience.
- j. Tested first and proved blameless.
- k. The husband of one wife.³
- l. Managing their children and household competently.

2. PRACTICAL CONSIDERATIONS FOR DEACONS.

- a. Demonstrates a consistent involvement in worship, small group Bible study, and service in the Church.
- b. Gives at least a tithe to the Church. (Leviticus 27:30; Malachi 3:10; 1 Corinthians 16:1-2; 2 Corinthians 9)
- c. Promotes unity in the Church and does not stir up dissension.
- d. Member of the Church for at least two years (for new Deacons).
- e. Member of the Church for at least one year for those who were Deacons in good standing at another Church of like faith and practice. (This requirement will not apply to persons who previously served as Deacons in good standing in our Church.)

3. QUALIFICATIONS FOR DEACON WIVES. (1 Timothy 3:11)

- a. Worthy of respect.
- b. Not slanderers.
- c. Self-controlled.
- d. Faithful in everything.

³A man who has never been married or whose wife is deceased is eligible to serve as a Deacon. The Deacon Brotherhood will also exercise latitude in considering candidates with biblically allowed divorce in the background of the candidate or wife. This includes the following specific cases outlined in Scripture: a divorce before salvation (2 Cor. 5:17; Eph. 2:1-10), an unfaithful and unrepentant spouse (Matt. 5:31-32; Mk. 10:11-12; Lk. 16:18), abandonment by an unbelieving spouse (1 Cor. 7:10-16). Where biblical grounds for divorce are present, biblical grounds for remarriage graciously exist. A candidate remarried "only in the Lord" (1 Cor. 7:39; 2 Cor. 6:14) could be eligible for consideration to serve as a Deacon if such Biblical grounds of divorce are in the background of the man or wife. While biblically allowed divorce does not eliminate a man from consideration, neither does it ensure a candidate's selection as a Deacon.

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C. DUTIES AND RESPONSIBILITIES.

1. INDIVIDUAL DUTIES.

The Deacon Officers, in consultation with the Church staff, will determine the individual duties and responsibilities of the Deacon Brotherhood, and will regularly communicate these to all Deacons. Their primary duties include:

- a. Praying daily for the Church, Senior Pastor, staff and for God's kingdom to come.
- b. Serving on Church Committees and ministries as requested. Each Church Committee requires at least one Deacon in its membership.
- c. Routinely participating in the Church's current personal evangelism and disciple-making ministries.
- d. Serving the Lord's Supper to the Church.
- e. Serving as Deacon of the Week per the rotating schedule.
- f. Attending meetings of the Church and its organizations, including regular and special Deacon meetings.
- g. Participating in other ministry activities, votes, and decisions of the Deacon Brotherhood, as requested.

2. COLLECTIVE DUTIES.

The Deacon Brotherhood shall also provide wisdom and counsel to our Church as a collective body. These duties and responsibilities are established by these Bylaws, and include:

- a. Providing wise counsel to the Church, Church staff, and Church Leadership Council, as requested.
- b. Joining the Church Leadership Council to resolve theological disputes within the Church. (Section VII, B, 12)
- c. Assisting the Church staff in member discipline. (Section IV, G, 2)
- d. Making recommendations to the Church on the call of a Senior Pastor or member of the Called Staff, as they desire.
- e. Making recommendations to the Church on the removal of a Senior Pastor, as necessary. (Section VI, A, 5, d)
- f. Making recommendations to the Church on the adoption of an annual budget, as they desire.

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- g. Making recommendations to the Church or Church Leadership Council on other important Church decisions, as they desire.
- h. Calling the Church into Special Business Meetings, as they desire. (Section XI, C, 2)
- i. Proposing amendments to the Church Constitution or Bylaws, as they desire. (Section XVI)

D. DEACONS IN RESERVE.

1. A Deacon missing three consecutive regular Deacon meetings, without excuse approved by the Deacon Officers, will be placed on inactive status as a Deacon in Reserve. When such Deacon has returned for at least two consecutive meetings, he may request immediate reinstatement to active status.
2. A Deacon facing unexpected temporary medical, family, or job-related issues which prevent him from actively serving, but who otherwise would be willing to serve, may request to be made a Deacon in Reserve for a specified period of time.
3. A Deacon in Reserve may request consideration for reinstatement through the Chairman of Deacons, who may consult with the pastoral staff about the request depending upon the circumstances disclosed by the inactive Deacon. Depending upon the length of his reserve period and circumstances for his leave, reinstatement may require re-qualification through all, some, or none of the Deacon in Training selection process (section VIII, G), within the discretion of the Chairman.
4. The Chairman of Deacons will give prompt written notice to any Deacon placed on Deacon in Reserve status.

E. DISQUALIFICATION.

A Deacon who no longer meets the qualifications of a Deacon listed in section VIII may be removed from service at the discretion of the Deacon Officers in consultation with the pastoral staff.

F. DEACON QUALIFICATION COMMITTEE.

The Deacon Vice Chairman will appoint Deacons to serve as the Deacon Qualification Committee, as needed. Working in consultation with the Deacon officers and pastoral staff, this committee will oversee the Deacon selection and qualification process, as set forth in section VIII, G.

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G. ELECTION OF DEACONS.

1. DEACONS IN TRAINING.

The number of Deacons in Training to be selected shall be determined each year by the Deacon Officers in consultation with the Senior Pastor.

a. RECOMMENDATION PROCESS.

- i. Church members are encouraged to pray and submit recommendations of men whom they feel meet the spiritual and moral qualifications of Deacons. Reminders shall be placed in the various Church media avenues to notify Church members to submit recommendations. Recommendations can be made without the knowledge of the candidates.
- ii. The Deacon Qualification Committee, pastoral staff, and Deacon Officers shall develop the preliminary list of candidates.
- iii. The Deacon Brotherhood shall review the preliminary candidate list and provide input to the Deacon Qualification Committee for development of a final prioritized list of candidates.

b. QUALIFICATION INTERVIEW.

- i. Pairs of Deacon Qualification Committee members and pastoral staff shall interview each candidate and his wife.
- ii. Should any candidate not meet the qualifications, or be unwilling to serve, the Committee shall proceed to interview the man with next highest priority on the final candidate list in an attempt to satisfy the number of Deacons in Training determined to be needed in the process described in section VIII, G, 1.
- iii. Following the candidate interviews, the Deacon Qualification Committee shall meet with the Deacon Officers and Senior Pastor to review the final list of recommended Deacons in Training.

c. INITIAL APPROVAL.

- i. The Deacon Qualification Committee shall present a final list of proposed Deacons in Training to the Deacon Brotherhood, who shall vote to approve the list for presentation to the Church.
- ii. The Chairman of Deacons shall present the approved list of Deacons in Training candidates for election by majority vote of the Church.

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d. TRAINING.

- i. After approval by the Church, Deacons in Training will undergo a period of training. During their term as Deacons in Training, they shall attend Deacon training classes, and take part in the various facets of the Deacon ministry, including meetings, service, and prayer.
- ii. The Chairman of the Deacons shall develop and oversee the Deacon in Training program in collaboration with pastoral staff.

e. FINAL APPROVAL, ELECTION, AND ORDINATION.

- i. After successful completion of the training period, the Deacons in Training must be approved for recommendation to the Church by majority vote of the Deacon Brotherhood. (Sections VIII, I and XI, C, 5, c)
- ii. Following this recommendation, the Deacons in Training shall be presented for election by majority vote of the Church, after which they shall be ordained as Deacons.

2. DEACONS ORDAINED AT ANOTHER CHURCH.

Any Deacon ordained at another church of like faith and practice, who has been a member of our Church for at least one year, will be contacted by the Deacon Qualification Committee to determine his desire to serve as a Deacon. If he desires to serve and meets the qualifications in section VIII, B he will be included in the current Deacons in Training program, after which completion he will be presented for approval by the Deacon Brotherhood and the Church.

3. DEACONS PREVIOUSLY ORDAINED AT MOBBERLY BAPTIST CHURCH.

Any Deacon ordained at our Church who moves his membership and later returns and rejoins the Church will be contacted by the Deacon Qualification Committee to determine his desire to serve as a Deacon. If the Deacon still meets the qualifications in section VIII, B, he will be included in the current Deacons in Training program, after which completion he will be presented for approval by the Deacon Brotherhood and the Church.

H. OFFICERS.

1. At the beginning of the last year of his term in office, the current Chairman of Deacons will appoint three Deacons as a Deacon Officer Nominating Committee to recommend officers for the duration of the next Chairman's term for approval by the Deacon Brotherhood.

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2. The Nominating Committee will normally serve a two-year term beginning in the last year of the current Chairman's term. During the first year of their term, the Nominating Committee will recommend a Chairman and Vice Chairman for approval, and during the second year, recommend a Secretary for approval.
3. Deacon Officers will serve a two-year term unless, at the recommendation of the Senior Pastor, the Deacon Brotherhood approves an additional one-year term. The Chairman and Vice Chairman will serve concurrent terms, while the Secretary will serve a term offset to theirs by one year.
4. PRIMARY DUTIES
 - a. Chairman
 - i. Leads the Deacon Brotherhood in service to the Church.
 - ii. Serves as corporate President of the Church. (Section V, A)
 - iii. Serves on the Church Leadership Council. (Section VII, C, 1, b)
 - iv. Administers and enforces classification of active Deacons, Deacons in Reserve, and Deacons Emeritus. (Section VIII, A)
 - v. Presides over all Deacon meetings, when available.
 - vi. Oversees the Deacon in Training program. (Section VIII, G, 1, d)
 - vii. Appoints the Deacon Officer Nominating Committee (section VIII, H, 1) and other committees, as needed.
 - b. Vice Chairman
 - i. Leads the Deacon Brotherhood in absence of the Chairman.
 - ii. Serves as corporate Vice President of the Church. (Section V, A)
 - iii. Appoints and oversees a Lord's Supper Committee for administering of the Lord's Supper to the Church. (Section VIII, C, 1, d)
 - iv. Appoints and oversees the Deacon Qualification Committee. (Section VIII, F)
 - v. Assists the Chairman of Deacons, as needed.
 - c. Secretary
 - i. Records the minutes of all Deacon Meetings.
 - ii. Keeps records of all active Deacons, Deacons in Reserve, and Deacons Emeritus, as determined by the Chairman of Deacons.

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iii. Assists the Chairman of Deacons, as needed.

I. MEETINGS AND PROCEDURES.

The Deacon Brotherhood shall hold regular quarterly meetings, and such specially called meetings as the Deacon Officers, Senior Pastor, or Church may request. All Deacons of every classification in section VIII, A will be given at least seven days' notice of the time, date, location, and agenda (including voting items) of each meeting, unless extreme urgency renders the notice impracticable. The quorum for such meetings shall be that number of active Deacons and Deacons Emeritus present in any called meeting for which notice was given. Decisions of the Deacon Brotherhood will be made by majority vote of those members constituting a quorum and voting in such meeting or on such decision. The Deacon Brotherhood officers, collectively, shall decide whether each voting decision will be made by public show of hands or voice vote, by secret written ballot, or by other reasonable method.

IX. COMMITTEES⁴

A. PURPOSE.

Our Church seeks to be effectively engaged in its purpose and to allow members to exercise their spiritual gifts through service. Therefore, it will follow the example of Ephesians 4:11-13 and 1 Corinthians 12 and choose dedicated people to serve on committees which guide the Church in its work. While committees may perform acts of ministry, they are primarily charged with the administrative responsibilities of establishing and maintaining guidelines, policies, standards, studies, and procedures for the various areas of the Church's ministry.

B. ESTABLISHMENT, AUTHORIZATION, REVISION, AND DISSOLUTION.

1. Our Church will be served by the following Standing Committees:
 - a. Committee on Committees
 - b. Finance Committee
 - c. Missions Development Committee
 - d. Personnel Committee
 - e. Planning and Building Committee
2. All Standing Committees shall operate in accordance with a written charter developed in cooperation with and approved by the Committee on

⁴ Section IX does not apply to committees within the Deacon Brotherhood.

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Committees. Committee charters shall be evaluated annually and updated as needed by the Committee on Committees.

3. Our Church may form other committees as the need arises. Any Church member, staff member, or organization may recommend the creation of a new committee to the Committee on Committees, who may vote to advance such recommendation, and the committee's proposed membership, to the Church for approval in any business meeting. Any such recommendation presented to the Church for approval shall contain a written description of the committee's proposed duties and responsibilities.
4. All committees shall perform their assigned tasks under the supervision of the Church and guidance of the Committee on Committees, and in accordance with these Bylaws.
5. Unless otherwise provided in these Bylaws, changes to the structure, responsibilities, or authority of a committee must be recommended by the Committee on Committees to the Church for approval in any business meeting.
6. Committees with a defined term or limited task will cease to exist when their term ends or when their task is completed. Otherwise, no committee may dissolve itself. Any recommendation to dissolve an existing committee must be made by the Committee on Committees and presented to the Church for approval. (Section XI, C, 5, a and b) However, dissolution of a Standing Committee shall require a three-fourths vote of the Church.

C. GENERAL RESPONSIBILITIES.

1. Each committee should be aware of its duties and responsibilities as designated in these Bylaws and/or in the committee's charter.
2. Each committee will work with its Called Staff Liaison and the Finance Committee to propose an annual budget for the work within its area of responsibility.
3. Each committee is expected to exercise responsible stewardship by performing its work within the amount allotted for such purpose in the Church's annual budget and designated funds. In the event of fluctuations in budget receipts, the Finance Committee may direct committees to consider spending adjustments. From time to time, surplus funds above budgeted amounts may be available for ministry use. In such cases, each committee may propose appropriate expenditures for approval by the Finance Committee, or Church, as required by these Bylaws. (Section IV, E, 12)
4. Committees will report their work before the Church and its leadership as

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needed.

5. In consultation with its Called Staff liaison and other appropriate Church staff, each committee will establish Church policies and procedures within its area of responsibility, and unless otherwise required by these Bylaws, without further consideration by the Church as a whole.

D. STRUCTURE.

1. Standing Committees shall be composed of at least nine members, including the chairman. All committees shall have an odd number of members.
2. Every Standing Committee will have a liaison at the Called Staff level assigned by the Committee on Committees in consultation with the Called Staff. Ministerial or management staff whose job responsibilities fall within the committee's scope of work will support the committee and normally attend its meetings. Other staff may support the work of the committee as needed. A Called Staff member may serve as the liaison to only one Standing Committee at a time. Called Staff liaison assignments should change every three years.
3. Each committee shall have at least one Deacon as a member.
4. A person may not serve on more than one Standing Committee at a time but may serve on a Standing Committee and a non-standing committee or a ministry/serve team at the same time.
5. Committees may enlist persons outside the committee membership to assist with the committee's assigned responsibilities. However, all decision-making responsibilities shall remain with the elected committee members only.

E. MEMBER QUALIFICATIONS.

1. All persons nominated to serve on committees should be of good character, actively living out Church membership expectations, and willing to assume the responsibilities of committee membership. Those nominated should have the experience, vocation, or aptitude to provide wise counsel in the committee's area of responsibility.
2. Persons nominated to serve on a Standing Committee must be a Church member in good standing for at least three years.

F. TERM OF OFFICE.

1. Unless otherwise stated in the Committee Responsibilities section below, committee members will be elected for a three-year term. The term shall run

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concurrent with the Church's fiscal year. One-third of the members of each committee will rotate off each year. Any exceptions will be noted in the Committee Responsibilities below.

2. A person rotating off a Standing Committee must remain off for one year before they can be elected to the same or another Standing Committee.
3. Committee positions vacated before completion of the term shall be filled for the remainder of that term as soon as possible by a vote of the Church following a replacement nomination by the Committee on Committees.

G. OFFICERS.

Each committee shall nominate its own chairperson to be approved by the Church. The committee shall elect its own vice chairperson and secretary. Unless they have previously chaired the committee, chairpersons should normally be in at least their second year on the committee. Preferably, a chairperson should serve in the role for at least two years. Chairpersons for the Finance, Personnel, and Missions Development Committees are also required to serve on the Church Leadership Council for the duration of their service as chairperson.

1. **CHAIRPERSON.** In cooperation with the Called Staff Liaison, the chairperson will schedule committee meetings, prepare an agenda for each meeting, make necessary preparations for the meetings, preside over the meetings, and ensure each member is trained in the committee's functions. He or she will represent the committee before the Church and its leadership, as needed.
2. **VICE CHAIRPERSON.** The vice chairperson will assist the chairperson and perform the above duties in the chairperson's absence.
3. **SECRETARY.** The secretary shall ensure an accurate recording of the minutes of each committee meeting according to a template established by the Committee on Committees.

H. MEETINGS AND ATTENDANCE.

1. Committees shall normally meet on a monthly basis, or as needed to carry out their responsibilities. Committee members shall be given seven days' notice of meetings unless extreme urgency renders such notice impracticable.
2. To retain committee membership, a member must attend 75% of regular and special committee meetings or functions during the Church's fiscal year. Attendance lower than 75% without good cause should be reported by each committee's chairperson to the Committee on Committees and may result in the Committee on Committees taking action to replace that member.

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3. If a committee member will be absent from a meeting or function, he or she should notify the chairperson or Called Staff Liaison.

I. CONDUCTING BUSINESS.

1. Committee meetings should be conducted according to a written agenda developed and communicated prior to the meeting. Action items raised during a meeting which are not included on the agenda will normally be deferred to the next meeting of the committee if further information or resource material needs to be gathered.
2. A majority of the committee's current members must participate in a meeting to constitute the necessary quorum for business to be conducted. While committees should endeavor to meet in person when able, meetings or votes may be conducted by videoconference, teleconference, email, or similar electronic means, when necessary.
3. Decisions by a committee shall be made by a majority vote unless the committee decides that a two-thirds or unanimous vote will be required on certain matters. (Section XI, C, 5, c)
4. Minutes will be kept of each committee meeting (see duties of secretary above). All minutes should be approved at the subsequent committee meeting and must be stored in the Church archives.
5. Discussions and decisions involving confidential personnel, legal, or similar matters may be conducted in executive session, during which session non-members are normally excused, and the minutes of the session are kept confidential, as needed.

J. MAKING PURCHASES.

1. All purchases or financial commitments made by a committee must be authorized by the Called Staff Liaison or Director of Finance or equivalent position(s).
2. Purchases or financial commitments made on a time payment plan that extends beyond 18 months must be authorized by the Church.

K. DUTIES OF STANDING COMMITTEES.

Each Standing Committee shall carry out the duties stated in its charter and these Bylaws, to include the following:

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1. COMMITTEE ON COMMITTEES:

- a. Except as otherwise provided in these Bylaws, nominates for approval by the Church proposed members for all Church committees.
- b. Works to identify and cultivate a broad cross-section of Church members for service on Church committees.
- c. Requests and receives recommendations for committee members from Church members and staff but makes ultimate decision on nominees.
- d. Provides oversight so that committees function in an appropriate manner based on the committee's responsibilities as set forth in these Bylaws and any charter approved by the Committee on Committees.

2. FINANCE COMMITTEE:

- a. Oversees the administration of all financial business of the Church to include:
 - i. budget preparation, adoption, and review.
 - ii. financial management (including cash management, maintenance of a reasonable cash reserve, and internal controls).
- b. Ensures performance of an annual external audit.
- c. Ensures the Church follows financial practices necessary to maintain its non-profit and tax-exempt status.
- d. Ensures the keeping of accurate financial records in accordance with generally accepted accounting principles or industry-accepted accounting practices.

3. PERSONNEL COMMITTEE:

- a. Oversees the administration of human resources functions for the Church, except where these Bylaws grant such responsibilities to the Church Leadership Council or Church Staff, to include:
 - i. Ensuring the Church follows applicable employment laws and Church personnel policies.
 - ii. Ensuring personnel policy manuals reflect current employment laws and desired church practices.
 - iii. Maintaining a fair and equitable compensation structure.
- b. Works in cooperation with the Church Leadership Council in personnel related matters where required by these Bylaws, or when requested by the Council.

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- c. The Called Staff Liaison and any other members of the Church Staff, if present, should be excused from discussions or decisions concerning their performance, compensation, discipline, termination, or similar matters.

4. MISSIONS DEVELOPMENT COMMITTEE:

- a. Assists long-term strategic planning for missions.
- b. Provides oversight of Church missions participation, funding, and expenses.

5. PLANNING AND BUILDING COMMITTEE:

- a. Develops and updates the Church's Campus Master Plan.
- b. Oversees Church building construction, renovation, and land improvement projects, excluding maintenance.
- c. This Committee's members will not be held to the normal committee member rotation schedule, and members may choose to withdraw from the Committee at any time. Normally a member of the Committee shall not serve longer than six years without rotating off for at least one year. However, due to the nature and length of construction and improvement projects, the Committee can suspend a member's six-year term limit for up to one additional year or until a current project is complete. The Committee chair should rotate at least once every three years, unless extended until completion of a current project.

L. MINISTRY/SERVICE TEAMS.

Our Church staff may create and dissolve teams developed for the purpose of ministry and service, as needed, to assist in carrying out the ministry of the Church. Such teams' activities and personnel will not be governed by the Committee on Committees. Rather, Church Staff may appoint qualified Church members or active attenders to the teams it creates and may remove or replace such persons when necessary. Some ministry team opportunities may require membership. These teams may, but are not required, to follow the other rules and procedures required of Church committees in these Bylaws.

X. CHURCH ORDINANCES

Our Church will observe the ordinances of Baptism and the Lord's Supper.

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A. BAPTISM.

A person who receives Jesus Christ as Savior by personal faith, who professes Him openly, and who indicates a commitment to follow Christ as Lord will be received as a candidate for believer's baptism.

1. Believer's baptism is:

- a. An act of obedience to Christ's command following salvation (Matthew 28:19-20);
- b. Symbolic of the death, burial, and resurrection of Christ as well as the believer's old life of sin being buried with Christ and being raised to walk in newness of life (Romans 6:3-5; 1 Corinthians 15:3-4); and,
- c. Done under the authority of the local church by means of water immersion (Matthew 3:13-17; Ephesians 1:22; Mark 1:9-10, Acts 8:38-39).

Believer's baptism will be administered by our Senior Pastor, Called Staff, and other ordained men whom our Church authorizes as an act of worship at any time the Church is gathered. The baptism ministry will assist in the preparation for, and observance of, believer's baptism.

B. THE LORD'S SUPPER.

The Lord's Supper is a symbolic act of obedience whereby all believers in Jesus Christ are welcome to join us in partaking of the bread and fruit of the vine to commemorate the death of Jesus Christ in anticipation of His second coming (Matthew 26:26-29; Mark 14:22-25; Luke 22:14-20; 1 Corinthians 11:23-26).

1. The Lord's Supper will be observed as often as our Church feels it is necessary to maintain the significance of the ordinance.
2. The Pastors and Deacons will be responsible for the administration of the Lord's Supper.

XI. CHURCH MEETINGS

A. WORSHIP GATHERINGS.

Our Church shall regularly meet each Sunday morning for preaching, instruction, evangelism, and for the worship of Almighty God. These gatherings will be open to the Church membership, and members of the public who are willing to respectfully participate. Worship gatherings shall be conducted under the direction of the Senior Pastor or his designee.

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B. OTHER GATHERINGS.

Other gatherings essential to the Church's mission may be scheduled and conducted as appropriate.

C. BUSINESS MEETINGS.

1. **REGULAR BUSINESS MEETINGS.** Regular Business Meetings of the Church membership shall be held not less than annually on dates and times determined by the Church staff. Reasonable efforts will be made to schedule Regular Business Meetings on a Wednesday or Sunday night. The Church must be given at least 14 days' written notice of the date, time, and location, and at least seven days' written notice of the agenda (including voting items) of Regular Business Meetings.
2. **SPECIAL BUSINESS MEETINGS.** Specially called business meetings may be held to consider special matters of a significant nature. A Special Business Meeting may be called by the Senior Pastor, Church Leadership Council, Deacon Brotherhood, Chairman of Deacons, or by petition of not less than 250 Church members. The Church must be given at least seven days' written notice of the date, time, location, and agenda (including voting items) of Special Business Meetings, unless extreme urgency renders the notice impracticable.
3. **PROCEDURE.** The Senior Pastor shall preside at all Church business meetings (except where such meeting may involve a decision about the Senior Pastor). In the absence or recusal of the Senior Pastor, the Executive Pastor (or equivalent administrative pastor position appointed by the Church Leadership Council) shall preside, or in the absence or recusal of both, the Chairman of Deacons shall preside. In the absence or recusal of all three, the Church Leadership Council shall appoint a moderator to preside. To the extent feasible, Robert's Rules of Order should be followed in Church business meetings. Church business meetings will normally be conducted by a physical gathering of the members. The Church, within its discretion, may conduct informational business meetings by videoconference should circumstances exist which make the congregation's ability to gather physically impossible or impractical.
4. **QUORUM.** A quorum must be present for the transaction of business by the Church. Except where no specific quorum is required by these Bylaws, the quorum for a Regular Business Meeting shall require the presence of at least 150 Church members. Except where these Bylaws specifically require a larger

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number of members, the quorum for a Special Business Meeting shall require the presence of at least 250 Church members.

5. DECISIONS AND VOTING.

- a. **VOTING MARGINS.** Except where these Bylaws specifically require a larger vote margin, decisions of the Church shall be made by a majority of those Church members present and constituting a quorum at any business meeting. Whenever used in these Bylaws, the term “majority” shall always mean any number greater than one-half (1/2) of those Church members constituting the quorum in such meeting and voting in such meeting. In any decision for which a larger majority vote is required, the specific fraction of members of the quorum voting (two-thirds or three-fourths) will be specified.
- b. **VOTING PROCEDURE.** Except where required otherwise in these Bylaws, voting will be made by a visible show of hands or by other verifiable means. However, any Church vote will be made by secret written ballot upon a request by the Senior Pastor, Church Leadership Council, Chairman of Deacons, Deacon Brotherhood, or by petition of not less than 250 members. Votes by secret written ballot shall be tabulated, recorded, and declared by the Church Clerk at the meeting. Each member of the Church may cast a single vote. Typically, members must be physically present at the business meeting to vote. Within the Church’s discretion, members who are physically unable to attend the business meeting may be permitted to cast their vote by other verifiable means (electronic or otherwise). In order to be counted, such person’s vote must be received by the Church Clerk no later than at the time of the business meeting in which the decision is made. However, their vote may not be revealed until all after members physically present have voted. Persons voting in this manner will also be counted towards the meeting’s quorum requirement.
- c. **VOTES BY CHURCH ORGANIZATIONS.** Unless specifically stated otherwise, decisions of Church organizations (Deacon Brotherhood, Church Leadership Council, Committees, etc.) shall also be made by a majority vote of that group’s members constituting a quorum and voting in such meeting or on such decision. Meeting quorum requirements and voting procedures, if any, are stated in each organization’s respective section of these Bylaws.

XII. CHURCH PROGRAM

All programs and activities that the Church engages in are intended to further its religious purpose as stated in our Mission Statement (Church Constitution, section I) and Purpose

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(Bylaws, section II). Conveying the Christian message is at the heart of all that we do. We take very seriously the charge of Christ for His church to be salt and light in a secular world. (Matthew 5:14-16) Our Church will strive in all its programs and activities to disseminate, teach, and preach the Gospel and teachings of Jesus Christ; to encourage and aid the growth, nurture, and spread of Christianity; and to render Christian service. (Matthew 25:31-46; 28:19-20; Mark 16:15; Romans 1:8; Colossians 1:3-7; 1 Thessalonians 1:2-10; Galatians 6:10; James 1:27)

Programs and activities supporting the primary, exclusive, and only purposes for which the Church is organized include but are not limited to:

- **Worship:** corporate worship; administration of Church ordinances; music education, training, and performance
- **Connect:** Bible education for all ages, from cradle through senior adult; fellowship; Christian disciple-making; training for Christian life and ministry; new member orientation.
- **Serve:** mission education, action, and support; the ministry of care and concern for the community outside the Church.

All programs and activities shall be under Church control, subject to coordination and approval of the Church as delegated to the applicable staff member. All who have the primary responsibility of teaching or leading our programs shall be members of the Church and shall seek to be an example of the Christ-like way of life which the Church seeks to foster. (Titus 1:3-8) The Church shall provide the resources necessary for the appropriate advancement of these programs.

XIII. RECORDS, REPORTING, FISCAL YEAR AND AUDIT

Our Church shall keep accurate and complete books and records of (1) its financial accounts and business operations; (2) the proceedings of its business meetings, committees, and Church Leadership Council; (3) the names and addresses of its members entitled to vote; and (4) those persons who make professions of faith in Christ or who undergo believer's baptism. These records shall be kept at its principal office in the Church archives.

The Church's Director of Finance or equivalent position(s) shall provide financial and operational reports to the Finance Committee at least monthly. At least quarterly, the Chairperson of the Finance Committee shall provide a financial report to the Deacon Brotherhood, and also to the congregation, in such form as the Committee decides. The Chairperson will ensure non-budgeted expenditures are reported to the church in a timely manner.

The fiscal year for our Church shall be twelve consecutive calendar months, the beginning and end of which period may be decided by the Finance Committee, in

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consultation with the Church financial staff. At the close of each fiscal year, the financial books and records of our Church shall undergo an audit or review by an independent certified public accountant acceptable to the Finance Committee, which report will be prepared and certified in accordance with generally accepted accounting principles. A full audit must be conducted not less than every third year.

XIV. INDEMNIFICATION

A. INDEMNIFICATION OF OFFICERS.

To the extent permitted by law, including Texas Business Organizations Code Section 8.051, as amended, our Church shall indemnify and advance expenses to any Officer of the Church for the defense of any legal claim or proceeding to which they are made a party because of acts or omissions made in their official capacity as a Church Officer, provided he or she (1) acted in good faith and reasonably believed his or her conduct was in the best interests of the Church, and (2) in the case of a criminal proceeding, had no reasonable cause to believe his or her conduct was unlawful. The ending of a claim or proceeding by judgment, order, settlement, conviction, or a plea of nolo contendere is not, of itself, determinative that the Officer did not meet the standard of conduct described above.

B. INDEMNIFICATION OF EMPLOYEES, AGENTS, AND MEMBER VOLUNTEERS.

To the extent permitted by law, including Texas Business Organizations Code Sections 8.101 and 22.406.1, as amended, our Church will indemnify and advance expenses to any employee, agent, or member volunteer of the Church, for the defense of any legal claim or proceeding to which they are a party because of acts or omissions made in the Church-approved course and scope of their employment, agency, or member volunteer status, provided he or she met the same standards of conduct set forth in section A above.

Any person meeting the standards entitling them to indemnity under sections A or B above at the time of the act or omission giving rise to the claim or proceeding shall remain entitled to indemnity even if they have since left the Church's employment or membership.

C. DISCRETIONARY INDEMNIFICATION.

To the extent permitted by law, and otherwise consistent with these Bylaws and the Church Constitution, our Church may, in its discretion, indemnify and advance expenses in defense of a legal claim or proceeding on behalf of any other Church Officer, employee, agent, member volunteer, or non-member volunteer, when such indemnity or advancement of expenses is required by contract, is covered by the

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Church's liability insurance, and/or is otherwise approved by the Church or Church Leadership Council.

D. INSURANCE.

The Church may purchase liability insurance to satisfy its obligations to provide indemnity and/or advance or reimburse expenses to any Officer, employee, agent, or person, as provided above.

E. PROHIBITED INDEMNIFICATION.

Our Church will not indemnify or advance expenses to or on behalf of any Church Officer, employee, agent, member volunteer, or non-member volunteer, in (1) any proceeding in which a judgment or other final adjudication establishes his or her liability for a breach of duty of loyalty to the Church, or for acts or omissions not made in good faith, and which involve intentional misconduct or a knowing violation of law; (2) any proceeding in which he or she was adjudged liable to the Church; or (3) any proceeding in which he or she was adjudged liable for improperly receiving personal benefit contrary to the interests of the Church.

XV. CHURCH INTELLECTUAL PROPERTY

Our Church shall own all rights to intellectual property created by Church employees within the course and scope of their job duties and/or using Church resources. This shall include any subsequent derivative works while they remain a Church employee. The Church staff, in consultation with the Church Leadership Council, shall develop appropriate policies governing such works. The Church Leadership Council must also approve such works by Church employees which are presented for publication outside the Church, including the terms and provisions of related contracts and promotional activity. The Church Leadership Council must approve all uses of the Church's name and likeness outside of the Church's activities.

XVI. AMENDMENTS AND PERIODIC REVIEW

Only our Church's members shall have the power to adopt, alter, amend, or repeal the Church Bylaws or Constitution. Amendments to the Bylaws or Constitution may be initiated by any member of the Church or by any organization of the church. All proposed amendments should be presented in writing to the Church Leadership Council. The Church Leadership Council may, as needed, channel the proposed amendment to an appropriate Church Committee, Church staff, and/or the Deacon Brotherhood for review and recommendation. After appropriate review, the Church Leadership Council or Church committee shall decide, by vote if necessary, whether such proposed amendment should be recommended to the Church for a vote. All recommended amendments which

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are to be presented to the Church for consideration will be furnished to each Church member in writing through Church publications prior to the business meeting in which they will be considered. Amendments to the Constitution and Bylaws must be approved by a three-fourths vote of the Church. (Section XI, C, 5, a and b)

To ensure that they remain biblically and legally sound, our Church will review its Constitution and Bylaws at least once every five years. The Church Leadership Council will oversee this process. (Section VII, B, 18)

XVII. PROPERTY AND DISSOLUTION

Our Church's property, real and personal, is held jointly by its members, and for the benefit of all members. As a condition of membership, each member agrees to waive any individual right to require a partition of all or any part of the Church property.

Should our Church ever discontinue operations, by vote of dissolution, or otherwise, after satisfying all its outstanding obligations to others, our Church's property and assets shall be transferred to a religious, educational, or charitable organization qualified as such under Section 501(c)(3), Internal Revenue Code of 1986, as amended.

CERTIFICATE OF ADOPTION

We certify that we are the duly elected and authorized officers, and duly appointed and authorized clerk, of Mobberly Baptist Church. In our official capacities, we certify that these Bylaws were duly adopted by a three-fourths majority vote of the Church members present and constituting a quorum in a Special Business Meeting on the 11 day of July, 2021.


James A. Willett II – Church President


Dr. Mark S. Wallis – Church Vice President


Christine Easter – Church Clerk

2020-2021 Bylaws Task Force Members:

Brian Bunt, Chair	Greg Martin
Dr. Staci Martin, Vice Chair	Joseph Russell
Kirby Bozeman	Kevin Stacy
Paul Coleman	Dr. Kris Thornton
Ann Fogle	Cheryl Upchurch
Andy Hill	Dr. Stan Upchurch
Chuck King	Jimmy Willett