

**CONSTITUTION & BY-LAWS**  
**of First Baptist Church Macon, Missouri**  
Adopted 6-22-2014

**CONSTITUTION**

**PREAMBLE**

We hereby draw up and establish the following constitution, to supersede all other constitutions in order that our church may operate and function in a Christ-like manner.

**ARTICLE I - NAME**

The name of this church shall be known as the First Baptist Church of Macon, 302 North Rutherford Street, Macon, Missouri.

**ARTICLE II - PURPOSE**

The purpose of this church is to glorify God by making disciples of all nations. Beginning in Macon and stretching to the unreached peoples of the earth we will seek to make disciples by going to them with the gospel of Jesus Christ, baptizing them in the name of the Father, Son, and Holy Spirit, and teaching them to observe everything Jesus commanded.

Under divine guidance of the Holy Spirit and following New Testament church patterns, this church shall prayerfully seek to attain its purpose through worship, proclamation of the gospel, personal evangelism and missionary activities, Christian education and training, fellowship, consistent Christian living of members, and by each member's humble service and ministry to the needs of all in Christ's name.

**ARTICLE III - ARTICLES OF FAITH AND ORDINANCE**

The Holy Bible is the full and final authority for all our doctrines, beliefs, and practices. We accept the formulated statement approved by the Southern Baptist Convention in 2000, entitled, The Baptist Faith and Message 2000. (These booklets are available to every member through the church office.) We band ourselves together as a body of baptized believers in Jesus Christ personally committed to sharing the gospel of Jesus Christ to lost humanity.

The ordinances of the church are baptism by immersion upon a profession of faith and the Lord's Supper. In the regard to the taking of the Lord's Supper, each individual, whether a member or not, shall be a baptized believer and shall examine himself with a repentant heart before partaking.

## ARTICLE IV - CHURCH COVENANT

Having, as we trust, been brought by Divine Grace to repent and believe in the Lord Jesus Christ and to give up ourselves to Him, and having been baptized upon our profession of faith, in the name of the Father and of the Son and of the Holy Spirit, we do now, relying on His gracious aid, solemnly and joyfully renew our covenant with each other.

We will work and pray for the unity of the Spirit in the bond of peace.

We will walk together in brotherly love, as becomes the members of a Christian Church; exercise an affectionate care and watchfulness over each other and faithfully admonish and entreat one another as occasion may require.

We will not forsake the assembling of ourselves together, nor neglect to pray for ourselves and others.

We will endeavor to bring up such as may at any time be under our care, in the nurture and admonition of the Lord, and by a pure and loving example to seek the salvation of our family and friends.

We will rejoice at each other's happiness, and endeavor with tenderness and sympathy to bear each other's burdens and sorrows.

We will seek, by Divine aid, to live carefully in the world, denying ungodliness and worldly lusts, and remembering that, as we have been voluntarily buried by baptism and raised again from the symbolic grave, so there is on us a special obligation now to lead a new and holy life.

We will work together for the continuance of a faithful evangelical ministry in this church, as we sustain its worship, ordinances, discipline, and doctrines. We will contribute cheerfully and regularly to the support of the ministry, the expenses of the church, the relief of the poor, and the spread of the Gospel to all nations.

We will, when we move from this place, as soon as possible, unite with some other church where we can 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.

Taken from *What Is A Healthy Church Member?*  
by Thabiti M. Anyabwile

## **ARTICLE V - CHARACTER**

### **1. POLITY**

The government of this church is vested in the body of believers who compose it. It is subject to the control of no other ecclesiastical body, but it recognizes and sustains the obligations of mutual counsel and cooperation which are common among Baptist churches. This church shall be affiliated with the Thousand Hills Baptist Association, Missouri Baptist Convention, and the Southern Baptist Convention or their successors.

### **2. DOCTRINE**

This church receives the scriptures as its sole authority in matters of faith and practice. This church holds to The Baptist Faith and Message 2000 as its statement of faith.

## **ARTICLE VI - AMENDMENTS**

Changes in this constitution may be made at any regular Family Meeting of the church, providing such amendments shall have been presented in writing at a previous meeting, and copies of the proposed amendment be furnished to each member present. Amendments to the constitution shall be by two-thirds (2/3) vote of all members of the church present entitled to vote.

## BY-LAWS

### ARTICLE I - MEMBERSHIP

#### SECTION 1 - GENERAL

This is a sovereign democratic Baptist Church under the Lordship of Jesus Christ. The membership retains unto itself the right of exclusive self-government in all phases of the spiritual and temporal life of this church.

The membership reserves the exclusive right to determine who shall be members of the church and the conditions of such membership.

#### SECTION 2 - CANDIDACY

Any person may present himself/herself as a candidate for membership in this church, through any of the following ways:

1) **On Profession of Faith in Jesus Christ**

If you have professed faith in Jesus Christ as Savior and Lord, upon subsequent baptism by immersion, and completion of our New Membership Interview you will be received.

2) **By Transfer of Letter**

If you are a Christian and have been baptized by a Southern Baptist church, we will receive you upon transfer of your membership and completion of our New Membership Interview.

3) **By Statement of Your Christian Faith**

If you have professed faith in Jesus Christ, have been baptized by immersion, and completion of our New Membership Interview you will be received.

### 5 Reasons Why Church Membership is Important

#### Our Culture and the Church

- The culture currently trends toward *consumerism*, not *commitment*.
- Consumerism causes people to *date* the church, when God wants you to *marry* the church.
- Church membership calls you to *give your life away* to the local church.

**Reason 1: Church Membership Is Implied in Church Gatherings**

The New Testament has no category for people calling themselves Christians and not connected to a local expression of the church.

**Reason 2: Church Membership Is Implied in Church Discipline**

1 Corinthians 5:1-2; 1 Corinthians 5:9-13

**Reason 3: Church Membership Is Implied with Church Leadership**

Hebrews 13:17; 1 Peter 5:1-2

**Reason 4: Church Membership Is Implied in Record Keeping**

Acts 2 – numerical record

1 Timothy 5 – a record of widows

Acts 6 – there were elections

Hebrews 13 – accountability

Romans 16:1-16 – an awareness of who the church members are

**Reason 5: Church Membership Is Implied by The Body**

1 Corinthians 12:12-20

Candidates wishing to become members must follow these steps:

1. Read the Constitution of the Church
2. Read The Baptist Faith and Message 2000.
3. Attend a membership interview with one of the pastors.
4. Read and sign, without any reservations, the membership covenant.
5. Provide testimony of their conversion and desire to join themselves in membership to First Baptist Church of Macon, Missouri through verbal, video, or written form.

Candidates for membership will then be voted on during the church's Family Meeting. A majority vote of those members present shall be required to affirm and accept such candidates to membership.

**Membership Covenant:**

I, the undersigned, hereby do declare of my own accord and without reservation that I agree with the following and covenant with the existing Body of Believers of First Baptist Church of Macon, Missouri to the same.

1. I have read and agree with the Constitution & By-Laws of the Church.
2. I have read and agree with The Baptist Faith and Message 2000.
3. I covenant to fully support the ministry of First Baptist Church of Macon, Missouri through my attendance, giving, prayers, and service.
4. I covenant to live a holy life submitting my daily life to the authority of the Word of God found in the Bible.

5. I covenant to intentionally build relationships with the other members of First Baptist Church of Macon, Missouri, seeking to encourage and hold them accountable, as I expect them to do with me.
6. Recognizing that I am still sinful and that it is possible that I would, in the future, engage in sin, become disorderly, or in some way begin to bring shame on the Church, I submit myself to the authority of this Church and any discipline it would deem necessary.
7. I covenant to submit to and support the pastors and other recognized leaders of the Church. (Heb. 13:17)
8. I covenant to seek to preserve the unity of this body. If I ever find that I can no longer in good conscience stand in unity, I further covenant to withdraw myself from membership at First Baptist Church of Macon, Missouri instead of seeking to cause controversy.

### **SECTION 3 – INACTIVE MEMBERSHIP ROLL**

Inactive Members are church members who are homebound, in the nursing home, away at college, or serving in the military. Their membership will remain on the rolls of First Baptist Church of Macon until they request their letter be transferred, membership dropped, or are deceased.

### **SECTION 4 - ABSENT CHURCH MEMBERSHIP ROLL**

Absent Membership includes members who have moved away or members who habitually absent themselves from the church.

Members who move away shall as soon as possible, furnish the Church Clerk or Lead Pastor their new address. Members shall as soon as possible join another local church in their new location. Members who do not join a local church will be removed from the membership roll after one year from their last resident attendance. This will not include members physically unable to attend or on military deployment.

The Pastors shall at least once a year study the membership roll and make a list of absent members. They shall study the needs of these members and counsel with them personally about their spiritual needs and duties. They shall attempt to reclaim and enlist these in active membership.

### **SECTION 5 - TERMINATION OF MEMBERSHIP**

Membership in this church may be terminated in one of the following ways:

- (1) By transfer of membership by letter to another Southern Baptist Church of like faith and practice. Upon request from the church to which the member desires to unite, a letter of transfer of membership shall be granted and sent to the receiving church clerk.
- (2) By notification of having united with another church other than a Southern Baptist church of like faith and order.

- (3) By written request of a person that his own membership relation to the church be dissolved. If such a request should be made, the pastors and deacons shall together investigate and attempt to reclaim the member. If the pastors and deacons are satisfied said person cannot be reclaimed, they will recommend to the church that the request be granted, but no letter of membership can be granted in such cases.
- (4) By disciplinary action of the church. The church may terminate his/her membership by a majority vote but only after one month notice that such action will be taken, and after faithful efforts have been made to bring such member to repentance upon Pastoral recommendation.
- (5) By death.

## **ARTICLE II - CHURCH OFFICERS**

- Section 1      Pastors
  - A. Duties
  - B. Qualifications of a Pastor
  - C. Pastoral Covenant
- Section 2      Pastoral Matters
  - A. Calling
    - 1. Lead Pastor
    - 2. Pastoral Staff other than Lead Pastor
  - B. Termination of a Pastor
- Section 3      Deacon Body
- Section 4      Other Church Officers
- Section 5      Elected Officers, Teachers, and Workers

### **SECTION 1 –**

#### **Lead Pastor**

##### **A. DUTIES**

- 1. The Lead Pastor shall faithfully preach the Word of God by means of diligent prayerful study.
- 2. The Lead Pastor shall do the work of an evangelist, taking the gospel to unreached people at home and abroad, as well as training others to do the same.
- 3. The Lead Pastor shall shepherd the church family by providing pastoral care in times of illness, death, conflict, and joy.

4. The Lead Pastor shall provide leadership and vision for the church family and church staff.
5. The Lead Pastor shall intentionally disciple men in order to develop godly husbands, fathers, and leaders within the church.
6. The Lead Pastor shall serve as Ex-Officio member of all boards, bodies, or committees.
7. The Lead Pastor shall assign pastoral duties to current pastoral staff as specified in the current Policy Manual of First Baptist Church of Macon.
8. The Lead Pastor shall attend the important denominational meetings, as his duties will permit and report same to the church.
9. The Lead Pastor shall abide by the Constitution and By-Laws of this church in both faith and practice.
10. The Lead Pastor shall devote himself to prayer for the health and growth of the church and the spread of the gospel.

**B. QUALIFICATIONS OF A PASTOR**

1. A pastor shall conform to the biblical requirements of 1 Timothy 3:8-13. He should be a man of high character above reproach and able to teach.
2. Since pastors are to shepherd or govern the church (1 Peter 5:1-4), a pastor should be a man who leads by example. He should be a man who can provide oversight both to individuals and the church as a whole.
3. A pastor must be willing to sign the Pastoral Covenant.
4. A pastor must agree to teach in accordance with and without reservation, The Baptist Faith and Message 2000.

**C. PASTORAL COVENANT**

1. I pledge to walk with Christ above every other relationship and live daily for Him to the best of my ability.
2. I pledge to be faithful to the work and ministry of this church. I will be as faithful as I possibly can to all of the church-wide services and activities of the First Baptist Church of Macon.
3. I pledge to be a faithful steward with my finances for the work of God through this local church.



4. I pledge to be faithful to my family. I understand that God comes first, then my family, then the ministry I have as a pastor.
5. I pledge to be faithful to the weekly pastoral meetings and to the other pastors. I will hold in confidence the things we talk and pray about. I commit to my fellow pastors, as brothers-in-arms, to lift them up in prayer and support. I further pledge to make myself accountable to the other pastors. By doing this, I invite my brother to talk to me if there is ever a concern about my life or ministry.
6. I pledge to work on developing close relationships with the Deacon Body realizing that we need each other.
7. I pledge to love this church by leading, teaching, preaching, correcting, rebuking, encouraging, and praying, as needed.
8. I pledge, without any mental hesitation or reservation, agreement with The Baptist Faith and Message 2000.

## **SECTION 2 – PASTORAL MATTERS**

### **A. Calling**

#### **1. Lead Pastor**

When the church becomes pastorless, it shall in Family Meeting choose a pulpit committee of seven (7), three (3) deacons and four (4) church members other than deacons. The committee will consist of seven (7) unrelated (spouse, parent, child, sibling) individuals from the congregation. The committee shall also include the Pastoral Staff and seek for God's choice in their lead pastor, and after investigation of a particular pastor's Biblical beliefs, ministry and work, they will recommend him to the church. Their recommendation shall constitute a nomination. They shall bring to the consideration of the church only one lead pastor candidate at a time. Election shall be by ballot, and a two-thirds (2/3) affirmative vote of ballots cast shall be necessary to extend a call. At least seven (7) days' notice shall be given that a vote is to be taken for calling a lead pastor. The chairman of the pulpit committee shall notify the prospective pastor of the church's call. The "call" of the church to a lead pastor shall be indefinite with regard to length of time.

While the church is without a lead pastor, the pastors will see that the pulpit is filled each week. They may recommend to the church the services of a particular interim pastor until a lead pastor is called.

#### **2. Calling of Pastoral Staff other than Lead Pastor**

When it becomes necessary to hire new pastoral staff, the Lead Pastor, the current pastoral staff, and the Deacon Officers will seek applications, hold interviews, and

then nominate a man to the church for approval. They shall bring to the consideration of the church only one pastor candidate at a time. Election shall be by ballot, and a two-thirds (2/3) affirmative vote of ballots cast shall be necessary to extend a call. At least seven (7) days' notice shall be given that a vote is to be taken for calling a pastor.

#### **B. Termination of a Pastor's Call**

It is requested that the pastor, when resigning, shall give a minimum of 14 days' notice of terminating his work unless for some reason a shorter time can be agreed upon by both the pastor and church.

The pastor's call may be terminated in the event of the following circumstances:

1. Habitual failure of the pastor to carry out his work.
2. Conduct unbecoming of a minister.
3. Such circumstances which would hinder the pastor's future work with the church and community.

The pastor's call may be terminated at any regular Family Meeting of the church, or any special Family Meeting called for the purpose, provided written notice of such intent has been presented to all church members on the active membership rolls, not less than seven nor more than thirty days prior to the Family Meeting.

Recommendation or motion for this action may come from:

1. The Pastoral Team at any time a majority of the team concurs in such a recommendation;
2. The Body of Deacons at any time a majority concurs in such a recommendation or;
3. The majority of those present and casting secret ballots at any regular church Family Meeting,  
after the motion for termination of the pastor's call has been made and seconded. At any time such a motion is made and seconded a casting of secret ballots is required. When the motion is passed, termination of the call may follow. The pastor's call shall be terminated by 2/3 affirmative vote of the written secret ballots cast.

### **SECTION 3 – Deacon Body**

#### **DUTIES:**

1. The Deacons will assist the Pastors in looking after the physical welfare of the Church.
2. The Pastors will share concerns, issues, and situations with the Deacon Body for mutual prayers, wise council, and encouragement.

3. The Deacon Body will organize itself into special committees (such as ministry teams) to serve the Church in special areas. It shall be the responsibility of the Chairman of the Deacons to see that the deacons meet their responsibilities.
4. In accordance with the meaning of the work and practice of the New Testament, deacons are servants of the Church. The task of the deacon is to serve with the Pastors in ministering to the physical needs of the church in order for the pastors to more fully devote themselves to the ministry of the Word and prayer.

The following Deacon Covenant will be pledged to and followed by all active deacons:

1. I pledge to walk with Christ above every other relationship and live daily for Him to the best of my ability.
2. I pledge to be faithful to the work and ministry of this church. I will be as faithful as I possibly can to all of the church-wide services and activities of the First Baptist Church of Macon.
3. I pledge to be a faithful steward with my finances for the work of God through this local church.
4. I pledge to support our Lead Pastor and Pastoral Staff. If I ever have a problem with one of our pastors I will address the issue with him personally. If the issue persists, then I will, along with two or three brothers on the Deacon Body, go to the Pastor. If the problem further persists, then we will take it to the entire Deacon Body for resolution.
5. I pledge to be faithful to my family. I understand that God comes first, then my family, then the ministry I have as deacon.
6. I pledge to be faithful to the monthly Deacons' Meeting and to the deacons as a brotherhood. I will hold in confidence the things we talk and pray about. I commit to our fellow deacons, as a brother, to lift them up in prayer and support. I further pledge to work on developing close relationships with the Deacon Body realizing that we need each other. I further make myself accountable to the Pastors and my deacon brothers. By doing this I invite my brothers to talk to me if there is ever a concern about my spiritual life or acts of service. If I cannot be in attendance at a Deacons' Meeting, I will make a reasonable attempt to contact the Deacon Chairman, the Lead Pastor, or another deacon to inform them I won't be in attendance.
7. I pledge, without any mental hesitation or reservation, agreement with The Baptist Faith and Message 2000.

**NAME AND TERM:**

1. The number of active deacons will be determined by the needs of the Church and availability of Deacons.

2. The term of office for each deacon shall be four (4) years except where a deacon is elected to serve an unexpired term in which the term begins immediately upon election. The terms of office of all the deacons shall be so arranged that the terms of office of fourth year deacons will expire on the last day of the church year.

**QUALIFICATIONS:**

1. A deacon shall conform to the biblical requirements of I Timothy 3:8-13 and Acts 6.
2. A deacon shall be an active resident male member of First Baptist Church of Macon for at least one (1) year immediately prior to taking office.
3. A deacon shall be an active worker in church organizations and faithful in attendance to church services.
4. A deacon shall not have served on the current Deacon Body for at least one (1) year prior to taking office.
5. A deacon shall have made written commitment to the deacon covenant prior to taking office.

**ELECTION:**

1. The Church shall be given the opportunity to select nominees for the office of deacon on the third (3<sup>rd</sup>) and fourth (4<sup>th</sup>) Sundays in June. The Church shall be informed of this opportunity verbally on the two previous Sunday mornings and in writing at least once in the church worship folder prior to the specified Sundays. Ballots will be handed out and each member may nominate up to four (4) nominees. Absentee ballots may be turned in prior to the second Sunday in June. In order for ballots to be considered, they must be signed and reasons stated as to why the nominee should be considered for the office of deacon. Those who meet the stated church qualifications will be considered by the Pastoral Team and the Deacon Body.
2. Nominees shall be presented the Deacon Covenant. In the event the nominee shall decline to subscribe to and sign this covenant, his name shall be eliminated from the list of nominees and shall not be presented to the Church.
3. In the event the Pastoral Team is unable to fill the existing vacancies from the men selected as nominees, the current Deacon Body will recommend nominees. If the office cannot be filled with qualified nominees the office will be left unfilled until the next election.
4. If a vacancy should occur during the year after the annual election, the vacancy shall be filled at the next annual election in the same manner as above. The Pastoral Team shall designate the man to serve the unexpired term.
5. The qualified nominees shall be presented to the Church for confirmation at the August Family Meeting.

6. During the annual election of deacon nominees, and after thorough counseling by the Pastoral Team, should a nominee be elected who has not been previously ordained, the following steps will be followed:
  - A. The Pastors shall counsel with each nominee and with the nominee's wife, thoroughly discussing the scriptural qualifications and duties of a deacon and deacon's wife.
  - B. The nominee shall serve as Deacon in training for a period of six (6) months.
  - C. If the nominee, after prayer and serious consideration, feels led to accept the office; and if the Pastors with clear conscience can unreservedly recommend the nominee as a deacon; and if in the same manner they can unreservedly recommend the nominee's wife as a deacon's wife, they shall then recommend the nominee to the Church for election and ordination. Each nominee shall be voted upon separately by secret ballot. A majority affirmative vote of ballots cast shall be necessary for election; the Church shall set up a service of Ordination to ordain the men elected. They will then join the active deacon rotation.

**RESIGNATION:**

1. Should a deacon wish to withdraw from the Deacon Body, he shall present a letter of resignation to the Deacon Body.

**OFFICERS:**

1. The officers of the deacons shall be Chairman, Vice-Chairman, and Secretary. The term of each office shall be one (1) year. The Chairman shall be a man serving his last year of his term. The Vice-Chairman shall be a man serving the third year of his term. The Secretary shall be a man serving the second year of his term. The offices will be on a progressive step system; a man is elected to the office of Secretary his second year, his third year he moves up to Vice-Chairman, and his fourth year he moves up to Chairman. During the yearly election for the office of Secretary, any active member of the Deacon Body can make nomination. If there is only one nomination for the office a voice vote will be taken. If more than one nomination has been made, then secret ballot will be taken.

**VACANCY OF OFFICE:**

The office of any deacon shall be declared vacated by the Pastors or Chairman of Deacons for any of the following reasons:

1. Removal from active resident church membership;
2. Absence from three (3) consecutive regular meetings without adequate reason;

3. Conduct unbecoming the office of a deacon. Vacancy of the office for this reason must be approved by a majority of the current Deacon Body in its regular or special session.

#### **Section 4 - Other Church Officers**

##### **A. Moderator**

The presiding officer at any Family Meeting shall be the moderator. The moderator shall be the Lead Pastor. In the absence of the Lead Pastor, or at his discretion, an Associate Pastor, Chairman of Deacons, or Vice-Chairman of Deacons may preside occasionally or regularly.

##### **B. Clerk**

The church-elected clerk shall keep in a suitable book a record of all the actions of the church, except as otherwise herein provided. The clerk is responsible for keeping a register of the names of members, with dates of admission, dismissal or death, together with a record of baptisms. The clerk shall issue letters of dismissal voted by the church, preserve on file all communications and written official reports and give legal notice of all meetings where such notice is necessary, as indicated in these by-laws. The church may delegate some of the clerical responsibilities to a church secretary. All church records are church property and should be filed in the church office when one is maintained.

##### **C. Trustees**

Ten trustees elected by the church will hold in trust the church property. They shall have no power to buy, sell, mortgage, lease, or transfer property without a specific vote of the church authorizing each action. It shall be the function of the trustees to affix their signatures to legal documents involving the sale, mortgaging, or purchase or rental of property or other legal documents where the signatures are required in behalf of the church. Trustees shall serve on a rotation basis of three years, with three new trustees being elected for two consecutive years and four new trustees being elected the following year. Trustees will work in cooperation with the Building and Maintenance Superintendent. New members will be recommended by the Nominating committee to the church and voted on by the church each year.

#### **SECTION 5 - Elected Officers, Teachers, and Workers**

##### **A. Election**

All positions of leadership or instruction in all the organizations of the church shall be members of the church and shall be elected by the church. If a special need arises the Pastoral Staff can appoint individuals until the church has opportunity to elect them.

Workers elected annually shall usually be nominated one to two months prior to the commencement of the church year. They will take office at the beginning of the new church year.

## **B. Duties & Responsibilities**

All officers, teachers and workers shall agree with and teach in accordance with The Baptist Faith and Message 2000. All literature must be approved by the Pastoral Staff before it is ordered and/or used.

## **ARTICLE III - COMMITTEES**

All church committee members or ministry team leaders shall be nominated to the church at any regular or special called Family Meeting by the Nominating Committee or Pastoral Staff and elected by the church.

### **GENERAL INFORMATION**

- A. Each member of the Pastoral Team is an ex-officio of all committees. He will help guide these committees to do the work of God. At his discretion he may appoint other ministerial personnel to represent him at any committee ministry meeting.
- B. The church reserves the right to modify, change, or revoke any portion of a committee at any scheduled Family Meeting.

### **NOMINATION/ELECTION**

- A. All church committee members and ministry leaders will be elected by the Church (or in special circumstances, appointed by the pastoral staff). The normal process will be by nomination from the Nominating Committee but in certain circumstances they can be nominated from the church floor. In any case, the church's vote will be considered final.
- B. All positions of leadership or instruction in all organizations of the church shall be held only by members of the church.

### **COMMITTEES**

#### **A. NOMINATING COMMITTEE**

The purpose of this committee is to recommend or "nominate" persons for positions to be elected by the church. They are also to appoint temporary chairmen of committees to call the first meeting of the new church year. They are also to nominate people to serve vacated and new positions throughout the church year.

The committee shall consist of six (6) persons whose term shall be on a rotation basis beginning in February of each year. Three persons shall be asked to serve a

two year term each year. They will be appointed by the Pastoral Team. The Nominating Committee will assist the Lead Pastor or the pastor designated by the Lead Pastor to oversee this committee in searching for teachers at the request of the Lead Pastor.

**B. STEWARDSHIP AND FINANCE COMMITTEE**

This committee shall monitor the budget and function as required.

This committee shall have six (6) members, whose terms shall be on a rotation basis with two (2) new members going on and two (2) members going off each church year. The Finance Director will serve as an ex-officio member of this committee.

**C. PERSONNEL COMMITTEE**

The purpose of this committee is to review the staff evaluations and make recommendations for staff raises. They will also assist the Pastoral Team in preparing Job Descriptions.

Also, this committee serves as a Search Committee for temporary and permanent replacements for all non-pastoral church staff. The Personnel Committee shall consist of six (6) members on a rotation basis with two (2) new members recommended by the Nominating Committee to the church each year.

**D. MAYFIELD SCHOLARSHIP COMMITTEE**

1. Committee Organization
  - a. Scholarship committee members are to be recommended by the Nominating Committee and voted on by the church.
  - b. Seven members to serve a three year term with the rotation being handled by two members being replaced two consecutive years and three being replaced the following year.
  - c. Terms of service to follow the church year.
  
2. Eligibility of Recipients is as stated in the will of Dr. Alpha C. Mayfield:  
*The balance of my said residuary estate to the First Baptist Church of Macon, Missouri, to be held as a scholarship fund to be known as the "Dr. Alpha C. Mayfield Baptist Seminary Scholarship." Said fund shall be invested with the income only therefrom awarded annually whenever possible or periodically to any member – or equally among each of any members – of said Church who shall be a full time student at a Southern Baptist Seminary in the United States, provided that any annual income, based upon either a calendar or school-related fiscal year as determined by the appropriate Board of said Church, not able to be awarded shall be added to the principal of said fund.*

Thus...

- a. Recipients must be a current member of First Baptist Church of Macon, Missouri;



- b. Enrolled in a Southern Baptist Seminary in the United States in what that institution classifies as a full-time course of study.
3. Disbursement of Funds
  - a. Interest available on June 30 to be divided equally among eligible applicants, with any single scholarship never exceeding an \$8,000 ceiling annually. Letters of application from those interested need to be submitted to the Scholarship Committee no later than May 1.
  - b. Scholarships to be awarded with the student being the payee in two equal payments upon receipt of proof of enrollment, with the second portion being placed in an individually marked escrow account until needed.
  - c. Scholarship funds awarded, but unused due to non-attendance or dropping out, are to be returned to the Scholarship Fund.
  - d. Previous recipients must make reapplication yearly. An individual may be awarded a scholarship for a maximum of eight semesters. The Scholarship Committee will make individual assessment of eligibility yearly.

#### **AD HOC COMMITTEES**

1. Temporary Committees and Ministries can be formed as needed, and will be appointed by the Pastoral Team.
2. Standing Committees and Ministries can be formed as needed, and will be recommended by the Pastoral Team and subject to approval at a Family Meeting by a majority vote. These Standing Committees and Ministries:
  - a. will be set up on a rotating basis;
  - b. will fall under the Nominating Committee purview.

#### **ARTICLE IV - LICENSING AND ORDAINING MINISTERS**

Worthy men called by the Lord to the Gospel Ministry shall be considered for permanent licensing and voted on by the Church. Upon the Pastoral Team counseling the person on the rules governing the licensing, a recommendation will be made to the Church.

If any of the following occurs, the Church shall write the person involved to return his license.

- a. quit the ministry
- b. become immoral
- c. enter ministry of another denomination

A request for ordination by a licensed minister shall be referred to the Church Body for action.

#### **ARTICLE V - CHURCH FAMILY MEETINGS**

Special Family Meetings, other than the regular monthly Family Meeting, shall be called by the moderator after consulting with the Pastoral Team. Regular Family Meetings shall be held the third Sunday evening of each month. Committees and individuals will be given until the Wednesday prior to the meeting to submit new business for the agenda. In the absence of any old or new business, financial statements will be made available to the church body but a meeting will not be called to order. All Family Meetings shall be conducted under the principles of Robert's Rules of Order.

Church members ages 16 and above will be allowed to vote during Family Meetings.