

**The Constitution and Bylaws  
of  
Samaria Baptist Church at Samaria, North Carolina, Inc.**

**CONSTITUTION**

**Preamble**

We declare and affirm these principles in the light of the Holy Scripture to govern the body in an orderly manner, consistent with the accepted tenets of the Southern Baptist Churches affiliated with the Baptist State Convention of North Carolina and the Southern Baptist Convention. These principles will preserve the liberties inherent in each individual member of the church and set forth the relationship of this body to other bodies of the same faith.

**Article I. Name and Location**

This body shall be known as the Samaria Baptist Church at Samaria, North Carolina, Inc. The corporation shall maintain a principle office located at 3752 Samaria Church Lane, Middlesex, NC 27557. The corporation may also have offices in such other places as the Board of Directors may from time to time designate.

**Article II. Relationships**

We are governed by the Lord Jesus Christ, who is the Head of the body, the church, as He shall reveal His leadership to us through the Word of God and the Spirit of God. This church is subject to no other ecclesiastical body, but it recognizes and sustains the obligations of mutual counsel and cooperation, which are common among Southern Baptist churches. Insofar as is practical, this church will cooperate with and support the Tar River Baptist Association, the Baptist State Convention of North Carolina, and the Southern Baptist Convention. This church may withdraw from affiliation with the Tar River Baptist Association in order to join another Baptist association of like faith and order by a vote of two-thirds of the members present at any regular or called business meeting of the church. This church may withdraw from affiliation with the association and conventions by a vote of two-thirds of the members present; provided that, in the event such vote is less than two-thirds of members present, the property of the church shall remain vested in the group in the church desiring to retain its affiliation with the association and conventions; provided further that in all matters relating to its internal affairs the church remains and shall be an autonomous body.

**Article III. Purpose**

The purpose of this body shall be to provide regular opportunities for public worship, to sustain the ordinances, doctrines and ethics set forth in the New Testament for the Church of our Lord Jesus Christ; to nurture its members through a program of Christian Education; to channel its offerings to the support of the objects of the Redeemer's Kingdom, and to preach and propagate among all people the gospel of the Revelation of God through Jesus Christ as Savior and Lord, both at home and around the world.

**Article IV. Statement of Faith**

We affirm the Holy Bible as the inspired Word of God, and as the only basis of our beliefs. Samaria Baptist Church accepts as a general statement of our faith in full detail the doctrinal statement of the Southern Baptist Convention, dated June 14, 2000. (Appendix A) The following is an abbreviated statement of our faith.

**The Word of God:** We believe the Scriptures of the Old and New Testaments are the inspired Word of God, inerrant in the original writings, complete as the revelation of God's will for salvation, and the supreme and final authority in all matters to which they speak.

**The Trinity:** We believe in one God, Creator and Sustainer of all things, eternally existing in three persons: Father, Son, and Holy Spirit; we believe that these are equal in every divine perfection, and they execute distinct but harmonious offices in the work of creation, providence, and redemption.

**God the Father:** We believe in God the Father, an infinite, personal spirit, perfect in holiness, wisdom, and love. We believe He concerns Himself mercifully in the affairs of humanity, that He hears and answers prayer, and that He saves from sin and death all that come to Him through Jesus Christ.

**Jesus Christ:** We believe that Jesus Christ is God's eternal Son, who has precisely the same nature, attributes, and perfections as God the Father and God the Holy Spirit. We believe further that He is not only true God, but true man, conceived by Holy Spirit and born of the Virgin Mary. We also believe in His sinless life, His substitutionary atonement, His bodily resurrection from the dead, His ascension into heaven, His priestly intercession on behalf of His people, and His personal, visible, pre-millennial return from heaven.

**Holy Spirit:** We believe in Holy Spirit, His personality and His work in regeneration, sanctification, and preservation. His ministry is to glorify the Lord Jesus Christ, to implement Christ's work of redeeming the lost, and to empower the believer for godly living and service.

**Man:** We believe God originally created persons, male and female, in the image of God and free from sin. We further believe all people are sinners by nature and choice and are spiritually dead. We also believe that those who repent of sin and trust Jesus Christ as Savior are regenerated by Holy Spirit.

**Salvation:** We believe in salvation by grace through faith in the Lord Jesus Christ. We further believe that this salvation is based upon the sovereign grace of God, was purchased by Jesus Christ on the cross, and is received by faith, apart from any human merit, works, or ritual. We further believe salvation results in righteous living, good works, and proper social concern.

**The Church:** We believe that the Church is the spiritual body of which Christ is the head. We believe that the true Church is composed of all persons who have been regenerated by Holy Spirit. We believe that this body expresses itself in local assemblies whose members have been immersed upon a credible confession of faith and have associated themselves for worship, for instruction, for evangelism, and for service. We believe the ordinances of the local church are believer's baptism by immersion and the Lord's Supper.

**Separation of Church and State:** We believe that each local church should be self-governing in function and must be free from interference by any ecclesiastical or political authority. We further believe that every human being is directly responsible to God in matters of faith and life and that each one should be free to worship God according to the dictates of conscience.

**Christian Conduct:** We believe that the supreme task of believers is to glorify God in their life and that their conduct should be blameless before the world. We further believe that they should be faithful stewards of their possessions and that they should seek to realize for themselves the full stature of maturity in Christ.

**The Last Things:** We believe in the bodily resurrection of the saved and the lost, the eternal existence of all people either in heaven or hell and in divine judgment, rewards, and punishments.

The Statement of Faith does not exhaust the extent of our beliefs. The Bible itself, as the inspired and infallible Word of God that speaks with final authority concerning truth, morality, and the proper conduct of mankind, is the sole and final source of all that we believe. For purposes of Samaria Baptist Church's faith, doctrine, practice, policy, and discipline, our pastor and deacons are the final interpretative authority on the Bible's meaning and application.

## **Article V. Statement on Marriage, Gender, and Human Sexuality**

This is a policy statement on the beliefs of Samaria Baptist Church at Samaria, North Carolina, Inc. regarding religious beliefs concerning marriage, gender, and human sexuality and our policies based upon the necessary application of our faith to life and practice. (Appendix B)

### **Church Practices Derived From This Policy**

#### **Clergy**

1. Ordained clergy or licensed ministers employed by the church shall affirm the Statement of Faith on Marriage, Gender, and Human Sexuality adopted by this church.
2. Only ordained or duly licensed clergy approved by this church shall officiate at marriage ceremonies conducted on church property.
3. Clergy employed by the church shall be subject to dismissal for violating this Statement of Faith on Marriage, Gender, and Human Sexuality or by officiating at a marriage ceremony that violates the letter or the spirit of this policy.

#### **Applicants for weddings performed by church staff:**

1. Applicants wishing to have a ceremony performed by a member of the clergy employed or clergy or judiciary approved by the church or to use the church facilities for their wedding shall affirm the Statement of Faith regarding Marriage, Gender, and Human Sexuality and shall conduct themselves in a manner that is consistent therewith.
2. Applicants shall participate in premarital counseling by clergy or counselors employed by this church or other persons who, in the sole opinion of the pastoral staff of the church, have the appropriate training, experience, and spiritual understanding to provide such counseling. All pastoral staff, counselors or other persons providing premarital counseling shall affirm the Statement of Faith of this church on Marriage, Gender, and Human Sexuality.
3. Applicants and pastor shall sign and date a Church Marriage Agreement. (Appendix C)

#### **Use of Facilities:**

1. Any marriage performed on church premises shall be officiated by an ordained or duly licensed member of the clergy. Any officiant not employed by Samaria Baptist Church shall serve at the discretion of the pastor or Deacons.
2. Clergy officiating marriage ceremonies on church premises, whether or not employed by the church, shall affirm their agreement with the Statement of Faith on Marriage, Gender and Human Sexuality adopted by this church and conduct themselves in a manner that is consistent therewith.
3. Clergy and staff assigned by the church to implement the procedures contained in this Marriage Policy may, in his or her discretion, decline to provide church facilities for, and/or decline to officiate at a ceremony when in his or her judgment there are significant concerns that one or both of the applicants may not be qualified to enter into the sacred bond of marriage for theological, doctrinal, moral or legal reasons.
4. We reserve the right to decline the request of any person to use church facilities or property to perform or participate in any wedding ceremony inconsistent with the biblical standards for marriage and this Statement on Marriage, Gender, and Human Sexuality.

#### **Membership, Leadership and Staff:**

1. Every minister and employee hired by the church shall affirm their agreement with the Samaria Baptist Church Statement on Marriage, Gender, and Human Sexuality and conduct themselves in a manner that is consistent therewith.

2. Church officers will be asked to affirm their agreement with this Statement on Marriage, Gender, and Human Sexuality and shall conduct themselves in a manner that is consistent therewith.
3. Church leaders, teachers and members are expected to teach and live in a manner that is consistent with this policy. If leaders, teachers or members, teach or live in any manor inconsistent with this statement will be subject to Church Discipline (Bylaws section 7)

#### **Article VI. Statement on life**

We believe that all human life is sacred and created by God in His image. Human life is of inestimable worth in all its dimensions, including pre-born babies, the aged, the physically or mentally challenged, and every other stage or condition from conception through natural death. We are therefore called to defend, protect, and value all human life. (Ps 139)

#### **Article VII. Statement of finale Authority on Matters of Faith and Conduct**

The Statement of Faith does not exhaust the extent of our beliefs. The Bible itself, as the inspired and infallible Word of God that speaks with final authority concerning truth, morality, and the proper conduct of mankind, is the sole and final source of all that we believe. For purposes of Samaria Baptist Church's faith, doctrine, practice, policy, and discipline, our pastor and deacons are the interpretative authority on the Bible's meaning and application.

#### **Article VIII. Covenant**

Having been led, as we believe by the Spirit of God, to receive the Lord Jesus Christ as our Savior and, on the profession of our faith, having been baptized by immersion in the name of the Father, Son, and Holy Spirit, we do now in the presence of God, and this assembly, most solemnly and joyfully enter into covenant with one another as one body in Christ.

We engage, therefore, by the aid of Holy Spirit and with the Bible, the inspired Word of God as our guide, to walk together in Christian love, to strive for the advancement of this church, in knowledge, holiness, and comfort; to promote its prosperity and spirituality; to sustain its worship, ordinances of Baptism and Lord's Supper, discipline, and doctrines; to 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 through all nations.

We also engage to maintain the family that God has ordained, in His Holy Word (The Bible), as the foundational institution of human society. We believe and stand upon God's Word that the family is composed of persons related to one another by marriage, blood, or adoption. We believe that marriage is the uniting of one man and one woman in covenant commitment for a lifetime. We believe that the only biblically approved act of sexual intimacy exists between a man and a woman within the covenant of marriage, and that advocates or practitioners of other points of view, may not be members or allowed to marry on church grounds.

We also engage to bring up our children in the nurture and admonition of the Lord; to seek the salvation of our kindred and acquaintances; to walk circumspectly in the world; to be just in our dealings, faithful in our engagements, and exemplary in our deportment and to be zealous in our efforts to advance the kingdom of our Savior.

We further engage to watch over one another in brotherly love; to remember one another in prayer; to aid one another in sickness and distress; to cultivate Christian sympathy in feeling and Christian courtesy in speech; to be slow to take offense, but always ready for reconciliation and mindful of the rules of our Savior to secure it without delay.

We moreover engage that when we remove from this place we will, 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.

## **Article IX. Adoption and Amendments**

### **Section 1: Adoption**

This Constitution shall be considered adopted and in immediate effect if and when two-thirds of the members present and voting at the business meeting at which vote is taken shall vote in favor of same. This vote shall be taken not less than thirty days after formal presentation of the Constitution to the church. This Constitution abolishes, supersedes, and takes the place of any constitution and amendments that preceded it.

### **Section 2: Amendments**

Changes in this Constitution may be made at any regular or called business meeting of the church, provided that copies of each amendment have been presented in writing to members at least thirty days prior to the time the vote is taken. Amendments shall be passed by two-thirds vote of members present.

## **BYLAWS**

### **Article I. Membership**

#### **Section 1: Eligibility of Members**

The membership of this church shall be composed of persons who have confessed Jesus Christ as their Savior and Lord, been baptized by immersion, been received by majority vote of members present and voting, and have acknowledged, in full, the Constitution and Bylaws and the Membership Agreement (Appendix D) of Samaria Baptist Church. Children under the age of 18 will be members by proxy and at 18 years of age will go through the membership process outlined in the Constitution and Bylaws. The requirement of immersion baptism may, on recommendation, of the pastor and consent of the deacons, be suspended in cases of physical impossibility or severe hardship.

#### **Section 2: Admission of Members**

A person may become a member in one of the following ways:

- a. **Profession of Faith and Baptism.** An applicant may be received on profession of faith as a candidate for baptism, after the administration of which the applicant shall enjoy the full fellowship of the church.
- b. **Letter.** A member from another church of like faith and order, who has received the ordinance of baptism by immersion, may be received by letter of recommendation. If such letter cannot be secured within ninety days, the Clerk shall automatically record such member as "received on statement of experience".
- c. **Statement of Experience.** Any person to whom the ordinance of baptism by immersion has been administered may be received as a member upon statement of experience and faith in Christ.
- d. **Spiritual Watchcare.** Persons who are temporarily residents in the area of the church or who otherwise have not met the full requirements for membership may come under the "spiritual watchcare" of this church. Such persons shall, except as qualified below, have the same rights and privileges as those ordinarily afforded members of this church such as pastoral care, but they shall not vote in church business conference nor hold office in this church or in any of the church organizations filled by vote of the general church membership.

### Section 3: Procedure

Any person desiring membership in this church may present himself/herself as a candidate in response to the invitation at any worship service. The presiding officer shall accept his/her application and refer it to the pastor or membership committee. Either the pastor or membership committee will meet with the candidate to acquaint him/her with the Constitution and Bylaws and programs and policies of the church. After receiving a signed copy of the Church Membership Agreement (Appendix D) and the candidate's affirmative commitment to the responsibilities of membership in this church, the pastor or membership committee shall present the applicant to the church and upon the majority vote of the members present and voting, he/she shall be accepted. The applicant may choose to confer with the pastor or the membership committee before presenting himself/herself to the church as a candidate for membership; if so, he/she may be received immediately by the majority vote of the church.

### Section 4: Duties of Members

The duties of the members of this church shall be to be just in their dealings, faithful in their engagements, guarded in their conversation, exemplary in their deportment; to be faithful in all the duties essential to the Christian life; to regularly attend the services of the church, we understand this commitment to mean members will make every effort to be present and worship on more Sundays than not; to give to its support and Kingdom causes; and to share in its organized work.

### Section 5: Rights of Members

- a. Voting. Except as may be otherwise provided in the Bylaws every member 18 years of age or older is entitled to vote at all elections and on all questions submitted to the membership. There will be no absentee balloting.
- b. Holding Office. Except as otherwise set forth herein, every member 18 years of age or older is eligible for consideration by the membership as a candidate for elective offices in the church.
- c. Records. Members shall have access to the principal records of the church including minutes of its governing body and principal financial reports. However, consistent with Baptist doctrine and practice, these rights shall not include the right to review or inspect individual donor records or personnel files.

### Section 6: Inactive Members

The deacons shall periodically review the membership rolls of the church for those persons who, have not participated in the life of the church. The deacons shall seek to make personal contact and determine the reasons for their inactivity and encourage them in their relationship with the church. Upon reaching out the Deacons will determine the status of each member.

**No Contact** - If a member could not be contacted or refused to contact the Deacons the Deacons may recommend the person be removed from membership by majority vote of the church.

**Good Cause** - This member has good cause to not be able to attend church. This could be due to age or health or other factors. If it is determined by the Deacons that a person has Good Cause then they will remain members of the Church.

**No Cause** - For those persons who, without good cause, have not participated in the life of the church in the past twelve months, the Deacons will contact and make every attempt to encourage them to return, if the member refuses to return without good cause, then the Deacons may recommend the person be removed from membership by majority vote of the church.

## Section 7: Statement on Church Discipline

The threefold purpose of church discipline is to glorify God by maintaining purity in the local church (1 Cor 5:6), to edify believers by deterring sin and promoting purity (1Tim 5:20), and to promote the spiritual welfare of the offending believer by calling him or her to return to a biblical standard of doctrine and conduct (Gal 6:1).

The Lord Jesus Christ has entrusted the local church with the authority and responsibility to discipline members for flagrant sin or serious doctrinal error, with the goal of keeping the purity of Christ's Church and the restoration of the offender. This discipline is entrusted to the pastor and deacons and is to follow the biblical pattern as set forth in Matthew 18:15-20; 1 Corinthians 5; 2 Corinthians 2:7-8; Galatians 6:1; 2 Thessalonians 3:6; Titus 3:10-11; and 2 John 7-11. Any member of this church who practices or affirms a doctrine or conduct that, in the judgment of the pastor and deacons, is opposed to the teaching of the Word of God, or is threatening to the testimony of this church, or is divisive to the body, or in the event of an persistent breach of a member's covenant vows, the congregation upon majority vote may terminate the membership status of a person in this church for reasons it considers sufficient to warrant such action. Any church discipline shall be exercised in accord with the principles and practices mandated in Matthew 18 with a primary view to the ministry of reconciliation and restoration. shall be subject to church discipline.

Discipline will follow the said biblical pattern and is an effort to bring the individual to repentance and protect the church from unrepentant sin. Discipline may involve exclusion from participation in ministry and communion, as well as dismissal from the fellowship of this church. An individual may be disciplined by the pastor and deacons, short of dismissal from the fellowship, as they deem appropriate for the specific circumstance (for example, an individual may remain in certain circumstances a member of this church but be denied the privilege of serving in a particular ministry).

The members of this church further knowingly and voluntarily agree that a member cannot voluntarily withdraw or resign his or her membership in the midst of the discipline process and may only voluntarily withdraw or resign his or her membership if they are not the subject of a discipline proceeding at the time or only after a disciplinary process, of which they are the subject, has been concluded as determined by the pastor and deacons.

## Section 8: Statement on Mediation

Members of the church agree to submit any legal dispute with the church for mediation before a mutually agreed-upon mediator, or if none can be agreed upon, one selected by Peacemaker Ministries. Lawsuits between believers, or threats of lawsuits between believers, are a matter of grave concern for the church, are contrary to biblical and church teaching, and mediation is an effort to resolve disputes in a biblical fashion. (1 Cor 6:1-7.)

Mediation will be governed by the *Rules of Procedure for Christian Conciliation* of the Institute for Christian Conciliation (ICC Rules), unless modified as stipulated by the parties. In particular, subject to the more detailed provisions of the ICC Rules, mediator(s) will attempt to assist us in reaching a voluntary settlement of any disputes through mediation. The confidentiality of the mediation process will be protected, and these matters will not be discussed with people who do not have a necessary interest in them. If settlement can be agreed upon, the conciliators may, at their discretion, issue an advisory opinion. Neither the opinion, nor any communications exchanged in the mediation process, will be admissible for any purpose in any subsequent legal proceeding.

## Section 9: Termination of Membership

The methods of terminating the membership status of a member shall be as follows:

- a. By Death.
- b. By Letter. A letter of transfer to unite with another church may be issued, upon request, to another church for any member of this church.
- c. Removal from roll. Upon receipt of reliable information that a member has united with another church, this church shall terminate the membership status of the member and the clerk shall remove the member from the roll.
- d. By Exclusion. In the event of persistent breach of a member's covenant vows, the membership, after due notice and opportunity of hearing, and every possible kindly effort to make such action unnecessary, may upon majority vote terminate the membership status of a person in this church for reasons it considers sufficient to warrant such action. Any church discipline shall be exercised in accord with the principles and practices mandated in Matthew 18 with a primary view to the ministry of reconciliation and restoration. (Bylaws section 7)
- e. By Personal Request of the Member. Any member shall be removed from the roll and the membership status of that member terminated upon request by that member to the pastor or the deacons with the exception of a member that is in a disciplinary process.

## Article II. Church Services and Meetings

### Section 1: Worship Services

The church shall regularly meet each Sunday morning and midweek service for preaching, instruction, evangelism and for the worship of almighty God. These meetings will be open to everyone and shall be conducted under the direction of the pastor. Exceptions can be made by recommendations of the deacons.

### Section 2: Special Services

All church meetings and special services which are essential to the promotion of the objectives of the church may be placed on the church calendar, published in the church bulletin, and announced at services prior to the special service being held.

### Section 3: Business Meetings

The church shall hold regular business meetings at least quarterly. Special business meetings may be called by the pastor or the chairman of the deacons at such time as they may be needed, with reasonable notice (two weeks') of the time and place of the meeting given to the congregation. The pastor shall serve as Moderator of the business sessions of the church. In his absence, or upon his request, the chairman of the deacons, or some other person chosen by the church, may serve as Moderator.

All motions brought before the church body must be approved by 51% of the church members in attendance/present. Church members must be present to vote. *Robert's Rule of Order*, revised edition, will be the guideline for the handling of all motions.

### Section 4: Meetings of Board of Directors

The Board of Directors of Samaria Baptist Church at Samaria, North Carolina, Inc. is required to meet at least annually as stated in the Church Policies and Procedures Manual which also addresses election procedures and duties of the Board.



#### Section 5: Quorum

A quorum consists of members who attend the business meeting, provided it is a regular meeting or one that has been properly called.

#### Section 6: Parliamentary Rules

The current edition of *Robert's Rules of Order* shall be the authority for parliamentary rules of procedure for all business meetings of the church in areas not addressed by this Constitution and Bylaws.

### **Article III. Ordinances**

#### Section 1: Baptism

Baptism is a symbolic act of obedience. A person who receives Jesus Christ as Savior by personal faith, who professes Him publicly at any worship service, and who indicates a commitment to follow Christ as Lord, shall be received for baptism. (1) Baptism shall be by immersion in water. (2) Baptism may be administered by the pastor or whomever he shall authorize. (3) Baptism shall be administered as an act of worship during any worship service. (4) Baptism shall be as soon as possible after the public confession of faith.

#### Section 2: The Lord's Supper

The Lord's Supper is a symbolic act of obedience whereby members of the church, through partaking of the bread and fruit of the vine, commemorate the death of Jesus Christ and anticipate His second coming. (1) The Lord's Supper shall be observed at least quarterly, preferably on the first Sunday of the quarter. (2) The pastor and deacons shall be responsible for administration of the Lord's Supper.

### **Article IV. Church Staff and Officers**

All church officers and staff, excluding nonelected staff, must be members of the church. The officers of this church shall be as follows:

#### Section 1: Pastor

#### Section 2: Music Director

#### Section 3: Custodian

#### Section 4: Deacons

#### Section 5: Board of Directors (5 elected members)

#### Section 6: Clerk

#### Section 7: Treasurer

#### Section 8: Financial Secretary

The Samaria Baptist Church Policies and Procedures Manual\* shall include description of duties and election procedures for church staff and officers.

### **Article V. Licensing and Ordination**

#### Section 1: License

When a member announces to the church that he feels the call to the ministry, the church, by majority vote, may license him as an acknowledgment of his call to the ministry and encouragement to make preparation for it. The clerk of the church may furnish the member with a copy of the minutes or a certificate of license as his credential. It is understood that the performance of civil duties by the member shall be governed by state law.

## Section 2: Ordination

In the event this church has been requested to ordain a member who has been called as pastor of a Baptist church, the following procedure shall be followed: The Church shall invite the Associational Council on Ordinations to examine the candidate concerning his fitness for the ministry. In the event the association has no such council, this church shall invite representation of neighboring churches to examine the candidate and report to the church. In the event that the report of the committee is favorable, the church will express its approval by a vote of two-thirds of the members present at any regularly arranged business meeting of the church. The church shall then proceed with the ordination.

## **Article VI. Program Organizations**

All program organizations of the church shall be under church control, all officers being elected by the church and reporting regularly to the church.

Section 1: Discipleship Communities

Section 2: Discipleship Training

Section 3: Women's Ministry

Section 4: Men's Ministry

Section 5: Music Ministry

Section 6: Children's Ministry

Section 7: Youth Ministry

Section 8: Outreach Ministry

The Samaria Baptist Church Policies and Procedures Manual\* shall include responsibilities and election procedures for program organization leaders.

## **Article VII. Committees and Coordinating Groups**

All church committees and their members shall be recommended by the Nominating Committee or other leadership bodies and elected by the church. Such committees shall include but are not limited to: 1) Nominating, 2) Budget and Finance, 3) Property Committees.

All motions brought before the church body from committees must be approved in committee meetings with at least 51% of elected committee members in attendance. In the event 51% of members are not present, all absent members must be contacted by the chairperson on the issue. Committee meetings must be announced in advance, preferably in the bulletin. Motions must be approved by two thirds of the committee present. Committee members who have a conflict of interest should excuse themselves before discussion and vote on the motion. *Robert's Rules of Order*, revised edition, will be the guideline for the handling of all motions.

The composition, responsibilities and reporting requirements for each committee shall be reflected in their respective committee's description found in the Samaria Baptist Church Policies and Procedures Manual. \*

## **Article VIII. Church Finances**

Section 1: Budget

The Budget and Finance Committee shall prepare and submit to the church for approval a comprehensive budget.

## Section 2: Fiscal Year

The fiscal year of the church shall be the calendar year, January 1 to December 31.

## **Article IX: Adoption and Amendments**

### Section 1: Adoption

These Bylaws shall be considered adopted and in immediate effect if and when two thirds of the members present and voting at the business meeting at which vote is taken shall vote in favor of same. This vote shall be taken not less than thirty days after formal presentation of the Bylaws to the church. These Bylaws abolish, supersede, and take the place of any Bylaws and amendments that preceded it.

### Section 2: Amendments

Changes in these Bylaws may be made at any regular or called business meeting of the church, provided that copies of each amendment have been presented in writing to members at least thirty days prior to the time the vote is taken. Amendments shall be passed by two-thirds vote of members present.

A copy of this Constitution and Bylaws shall at all times be kept by the clerk and another copy shall be kept in the church office, and all amendments to or revisions thereof shall, after passage by the church, be prepared by the clerk and made available to the church members generally upon request.

*\*Policies and Procedures Manual has not been developed as of the date of this Constitution & Bylaws amendment but will be forthcoming.*

# **Samaria Baptist Church Constitution & Bylaws**

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