

CHURCH CONSTITUTION

I: NAME

The name of this church shall be Wilcrest Baptist Church.

II: PURPOSE

The purpose of this church is to share with people throughout the community and world the good news that salvation is obtained through grace by faith in Jesus Christ as our Lord and Savior. The objectives of this church body will be accomplished through its worship of God, its witness to God's saving work in Christ, its ministry to human needs, its education for development toward Christian maturity, and its growth in the fellowship of the Holy Spirit.

III: POLITY AND RELATIONSHIPS

Section 1: Sovereignty

The government of this church is vested in the body of believers who compose it. All organizations created and empowered by the church shall report to and be accountable to the church. No individual or group of individuals shall institute or form any organization or group purporting to be aligned with this church promoting any plan or ideal except upon the express written authority of the church. This church is not subject to the control of any other ecclesiastical body, but it recognizes and sustains the obligations of mutual counsel and cooperation, which are common among Baptist Churches. Wilcrest Baptist Church acknowledges a willingness to cooperate with and support the association and State convention affiliated with the Southern Baptist Convention, provided such cooperation does not conflict with the church's own best interests.

Section 2: Democracy

The membership retains unto itself the exclusive right of 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 this church and the conditions of such membership.

IV: CHURCH COVENANT

This covenant represents a goal which the church body should strive to attain. Therefore, having been led, as we believe, by the Spirit of God to receive the Lord Jesus Christ as our

Savior and Lord, and on the profession of our faith, having been baptized in the name of the Father, and of the Son, and of the 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 the Holy Spirit, 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, discipline, and doctrines; and 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 family and private devotions; to religiously educate our children; 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; to avoid all tattling, backbiting, maligning, gossiping, and excessive anger; and to be zealous in our effort 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; and to be slow to take offense, but always ready for reconciliation and mindful of the rules of our Savior to secure it without delay.

Moreover, we affirm that when we, as members, remove ourselves from this place, we will, as soon as possible, unite with another church where we can carry out the Spirit of this covenant and the principles of God's Word.

V: STATEMENT OF FAITH

The church espouses the Baptist Faith and Message. The Holy Bible is the inspired word of God and is the basis of our statement of faith. Wilcrest Baptist Church is committed, as a body of baptized believers in Jesus Christ, to share the good news of salvation to lost mankind. The ordinances of the church are baptism and the Lord's Supper.

VI. AMENDMENTS

This Constitution may be amended by a two-thirds vote at a business meeting, provided the amendment shall have been offered in writing at the previous regular business meeting.

VII. CHURCH DISSOLUTION

This church pledges its assets for the use of performing its religious functions. On discontinuance of this church by dissolution or otherwise, the assets shall, so far as is

reasonably practicable as determined by the membership of Wilcrest Baptist Church, be transferred to a religious organization that has the same purpose as described within its constitution and bylaws, such as organizations affiliated with the Baptist General Convention of Texas, the Cooperative Baptist Fellowship, or the Southern Baptist Convention, and that is qualified for an exemption authorized by the exemption provisions within the meaning of Section 501 (c) (3) of the Internal Revenue Code and the Texas Property Tax Code. The discontinuance of Wilcrest Baptist Church and the transfer of the assets to such religious organization(s) shall be approved and authorized by the membership of Wilcrest Baptist Church present and voting in accordance with the provisions included within its constitution and bylaws.

CHURCH BYLAWS

ARTICLE I: MEMBERSHIP

Section 1: Qualification for Membership

The church shall have the sole right to determine qualifications for membership. Any person may become a candidate for membership in this church. Candidates shall qualify by presenting themselves for acceptance into the membership at any worship service of this church in any of the following ways:

- By profession of faith and for scriptural baptism.
- By promise of a letter of recommendation from another Baptist church.
- By personal statement, satisfactory to the church, that the person confesses Jesus Christ as Lord and Savior and has been scripturally baptized, where no letter is available.

The church may discipline by reprimand or by dismissal from fellowship a member who by word or practice declares that he or she can no longer subscribe to the faith and practices of the Church.

Section 2: Acceptance into Membership

Qualified candidates shall become members of the church at any worship service upon acceptance by a majority of the members present and entitled to vote.

Section 3: Rights of members

Every member of the church who is at least 16 years of age is entitled to vote at all elections and on all questions submitted to the church at any meeting, provided the member is present.

Any member who is at least 21 years of age is eligible to hold office in the church, with the exception of the Deacon Council, whose members must be male.

Section 4: Termination and Restoration of Membership

Membership of any individual shall be terminated in the following ways:

- Death.
- Granting a letter to another Baptist church.
- Erasure upon request in writing by a member that he or she be terminated or when a member has joined another denomination.

- Dismissal by action of this church upon a three-fourths (3/4) vote in a meeting called for that purpose.

Section 5: Discipline

It shall be a basic purpose of this church to emphasize to its members that every reasonable measure will be taken to assist any troubled member. Redemption rather than punishment shall govern the attitude of one member toward another.

Should it be determined that the welfare of the church will be best served by the dismissal of a member, the Church may dismiss such member by a three-fourths (3/4) vote at a special business meeting called for this purpose.

Any member who has been dismissed may be restored to membership by a two-thirds vote at any meeting where members may be elected.

ARTICLE II: CHURCH OFFICERS

Section 1: Officers, Qualifications, and Terms

A. Corporate Officers

All church officers shall be members of the church. The corporate officers of this church shall be the trustees. Neither the spouse of the chairman of the deacons nor the spouse of any corporate officer shall be eligible to serve as a corporate officer while their spouse holds such office.

B. Administrative Officers

The administrative officers of the church shall consist of the Church Clerk and the Church Treasurer. They shall assume office at the close of the meeting at which they are elected, and their term shall be for one year or until their successors are elected and assume office.

C. Pastor

The Pastor shall be an adult male ordained minister. The Pastor shall be chosen and called by the church whenever a vacancy occurs. The election shall take place at a church meeting called for that purpose, of which at least one week's notice to the church has been given.

D. Trustees

There shall be three or more elected trustees who shall be members of the church elected by the membership. They shall assume office at the close of the meeting at which they are elected, and their term shall be for three years or until their successors are elected and assume office. The Trustees shall serve as the corporate officers of the church. No person who has been convicted of a felony shall be eligible to serve as a trustee.

E. Staff Ministers

Staff ministers shall be called and employed with the consent of the membership and shall serve until such time as they relinquish their office or are released from service either by order of the Pastor with the consent of the Personnel Committee and the Deacons, or by declaration of a vacancy in the office by action of the membership.

F. Deacons

The qualified candidate for election to the office of deacon shall be one who:

- Is an adult male member of the church.
- Meets the scriptural qualifications of a Deacon set forth in Acts 6:1-6 and I Timothy 3:8-13.

- Is sufficiently grounded in the doctrines of the Bible as accepted by this church.
- Tithes.
- Has been a member of this church for at least twelve (12) consecutive months.
- Is in support of the program of the church and the Southern Baptist Convention.
- Agrees to fulfill the responsibilities of the Deacon as outlined by these bylaws.
- Has, if not ordained by this church, been approved by an ordination council called by the pastor and composed of deacons and ordained ministers.

Candidates so qualified shall, upon the affirmative vote of four-fifths of the membership present and voting by ballot, be elected to the office of deacon. A deacon may be removed from office by action of the church membership.

F. Program Directors

The program directors of this church shall be members of the church, and unless otherwise provided by a program organization's charter, shall be elected by the membership annually. They shall assume office at the close of the meeting at which they are elected, and their term shall be for one year or until their successors are elected and assume office.

Section 2: Elections and Vacancies

A. Elections

The church shall elect annually a clerk and a treasurer. They shall assume office at the close of the meeting at which they are elected, and their term shall be for one year or until their successors are elected and assume office.

The Church Treasurer shall be elected for a period of one (1) year and shall be eligible to serve no more than three (3) consecutive terms without a lapse in service of at least one year.

Unless otherwise specified by these bylaws, all church officers, church committee members, trustees, officers of various places of leadership, etc., shall be elected by a majority vote at a regular or special business meeting. Should there be more than one nominee for any position, the vote shall be by ballot. In the event there is only one nominee for any position, the membership may elect the nominee by acclamation or unanimous consent.

B. Pastor Selection

Upon the office of Pastor becoming vacant, the Nominating Committee shall nominate church members to serve on the Pastor Selection Committee. The Committee shall consist of no fewer than seven (7) members of the church. The church by a vote of its voting members shall elect the members of the Pastor Selection Committee.

The Pastor Selection Committee shall seek out a suitable candidate for Pastor. Any church members may make recommendations to the Pastor Selection Committee. The Pastor Selection Committee's recommendation shall constitute a nomination. The Committee shall bring to the consideration of the church only one candidate at a time. Elections shall be by secret ballot and a two-thirds vote shall be necessary to extend a call to the candidate for Pastor. The Pastor, thus elected, shall serve until the relationship is terminated by his request or the church's request.

C. Trustee Elections

Three (3) or more Trustees elected by the church shall serve as legal officers of the church. The Nominating Committee shall, at an appropriately held church business meeting, report its nominations for trustees, after which nominations from the floor shall be in order. Trustees shall serve 3-year terms with one-third (1/3) of the Trustees being elected each year. Trustees shall not receive compensation for their services as Trustees. Nothing provided in this paragraph shall prevent a Trustee from serving the church in any other capacity and receive reasonable compensation therefore, provided that the terms of that arrangement are approved by the members.

D. Deacon Elections

Nomination of prospective Deacon candidates from among the male members of the church may be made by any church member by submitting the name(s) in writing to any Deacon or ordained church staff member.

The Pastor and Deacon Council members shall determine the number of Deacon Council members required.

The Deacon Council shall interview the individuals offered in nomination to determine if each candidate meets the qualifications set forth in these bylaws.

The list of nominees shall be presented to the church by the Chairman of the Deacon Council on a Sunday during worship service(s). On the following Sunday at a special called business meeting, an election will be conducted by the Pastor or the Chairman of the Deacon Council. The vote shall be by secret ballot. The Deacon Council Chairman and Vice-Chairman or their designees shall count the ballots. A three-fourths (3/4) vote of the church members present and entitled to vote is required for the nominees to be presented for ordination.

E. Removals and Vacancies

1. Pastor

- a. The Pastor shall serve until such time as he relinquishes his office or is otherwise released from service by declaration of a vacancy in the office by action of the membership.

- b. The church may, at a special meeting of the membership called for this purpose, consider and take action on a resolution to declare vacant the office of the Pastor. Such a meeting may be called by three-fourths (3/4) vote of the Deacon Council or by a written petition signed by not less than one-fourth (1/4) of the resident voting members, provided that two weeks notice to the church has been given. A resident member is a member residing within the greater Houston metropolitan area. The resolution declaring the office vacant shall require a two-thirds vote of the members present at such meeting by secret ballot for adoption, and shall be effective immediately unless another effective date is specified in the resolution. The moderator for this removal meeting shall be the Deacon Chairman, the Deacon Vice-Chairman, or the Deacon Secretary. In their absence or refusal to serve, the Church Clerk shall call the church to order and preside over the election of an acting moderator. The Pastor shall not serve as the moderator for this meeting.
- c. During such time as a vacancy exists in the office of pastor, the Deacon Council shall be responsible for engaging a person or persons to fulfill the preaching ministry of the church.
- d. The membership may elect an interim pastor upon the recommendation of the Deacon Council.

2. Officers Other Than Pastor

The Pastor shall determine the effective date of vacancy of an office, based on the circumstances under which the office is vacated. He shall inform the church of the vacancy at the next business meeting. A new officer shall be elected at the next regular business meeting, or at a special business meeting called for that purpose, provided that notice of the vacancy and election has been given during any business meeting. The officer shall serve the remainder of the term. Any officer may be removed at any time by the members.

ARTICLE III: DUTIES OF OFFICERS

Section 1: Pastor

- A. The Pastor shall lead the church to function as a New Testament church. The Pastor shall lead the church, the church officers, staff, and organizations to accomplish the mission of the church.
- B. The Pastor is the leader of the pastoral ministers of the church. As such, the Pastor shall work with the Deacons and staff to:
 - 1) Lead the church to engage in fellowship of worship, witness, education, ministry, and application,
 - 2) Proclaim the gospel to believers and unbelievers, and
 - 3) Care for the church's members and other persons in the community.
- C. The Pastor will serve as the moderator at all business meetings of the church except when otherwise specified in the bylaws. In the absence of the Pastor, the Deacon Council Chairman shall serve as the moderator. In the absence of both, the Church Clerk shall call the church to order and preside over the election of an acting moderator. The Pastor shall be a member of all administrative standing committees, church service committees, and church program organizations.

Section 2: Trustees

The Trustees shall hold in trust the church property and shall serve as corporate officers of Wilcrest Baptist Church. They shall have no power to buy, sell, mortgage, lease, or transfer any property except as directed by resolution of the church membership. It shall be the function of the Trustees to affix their signatures to legal documents on behalf of Wilcrest Baptist Church involving the sale, mortgage, purchase, or rental of property or other legal documents where the signatures of Trustees or Directors are required. Trustees shall be bonded at the expense of the church in an amount established by the Finance Committee.

Section 3: Church Clerk

The Church Clerk shall:

- Maintain an accurate record of the proceedings of each business meeting of the church.
- Give required notice of all meetings where notice is necessary as prescribed in the bylaws.
- Affix the seal of the church (if any) to such documents as may be appropriate and otherwise acknowledge by his or her signature as Church Clerk the signature of any other officer of the church.
- Prepare the annual church letter to the Union Baptist Association.

- Maintain a register of the names of members with dates of admission, baptism, dismissal, and death.
- Issue letters of dismissal voted by the church.
- Give certificates to third parties with whom the church deals as to the approval of action by the members and the incumbency and authority of particular persons to act to implement action approved by the members.
- Preserve on file all official written communications and reports.
- Upon request and with the approval of the pastor, execute letters of recommendation with respect to members who have moved their memberships to another Baptist church.
- Perform other duties assigned by the church.

The Church Clerk shall have the authority to appoint assistant clerks who shall have the authority to exercise the duties and functions of the office in the absence of the clerk.

Section 4: Church Treasurer

The Church Treasurer shall perform the duties set forth in these bylaws and execute the orders of the Finance Committee when such directions do not conflict with the orders of the membership. The Church Treasurer may appoint assistants with the approval of the Pastor.

The Church Treasurer shall be bonded at the expense of the church in an amount established by the Finance Committee

Duties and responsibilities of the Church Treasurer include:

- Receive and preserve all money, or things of value paid to or given to the church.
- Make payments for all expenses authorized by the church budget and policy and for which vouchers have been approved and signed by authorized personnel.
- Maintain an itemized record of all receipts and disbursements.
- Prepare monthly financial reports of the receipts and disbursements and present such reports to the church for its approval at each regular business meeting.
- Prepare the annual financial reports and present such reports to the church for approval.
- Cause funds received by the church to be deposited as soon as possible after receipt in the name of the church in a bank subject to state or national supervision and approved by the church.
- Submit all books, records, and support documents for audit at such times as the Church shall direct.

- Maintaining detailed records of the contributions by contributor's name and providing annual statements of same to contributors.
- Execute other duties assigned by the church.

The funds of the church will be audited annually and the audit report submitted for approval to the membership at a regular business meeting. The Church Treasurer and the Finance Committee shall conduct the audit jointly.

Section 5: Deacons

The purpose of the Deacon Council shall be to discharge faithfully the duties of Deacons of a New Testament Church as set forth in Acts 6:1-7, and I Timothy 3:8-13.

In accordance with the meaning of the work and practice of the New Testament, Deacons are to be servants of the church. The task of the Deacon is to serve with the Pastor in performing pastoral ministries; proclaiming the gospel to believers and unbelievers; caring for the church members and other persons in the community; leading the church to engage in fellowship of worship, witness, education, ministry, and application; supporting actively the financial program of the church by storehouse tithing, attending church worship services and performing assigned duties incidental to the conduct of the worship service, and leading the church in performing its tasks.

The deacon body is authorized to provide for its own officers, meetings, and committees, and may adopt such policies and special rules of order it deems necessary to enable it to fulfill its role as an assembly of ordained officers of this church. No such policy or rule shall conflict with the articles of incorporation, the constitution and covenants, or these bylaws. The deacon body shall at all times be subject to the orders of the church.

Section 6: Program Directors

The program directors shall administer their respective programs subject to the orders of the membership, shall report and recommend on policy related to those programs as may be required during their term, and shall furnish an annual report to the membership at a business meeting.

ARTICLE IV: CHURCH MEETINGS

Section 1: Worship Services

A. Regular Worship Services

The church shall meet regularly on Sundays and Wednesdays for preaching, prayer, instruction, evangelism, and for the worship of Almighty God. The times for the meetings shall be established by the ministerial staff members. The meetings shall be open for the entire congregation and membership of the church, and for all people, and shall be conducted under the direction of the Pastor or as the membership may otherwise direct.

B. Special Worship Services

Revival services and any other worship meetings which will be essential in the promotion of the objectives of the church shall be authorized and convened by the Pastor or the membership.

C. Limitation on Business in Worship Service

Only items of business approved by the Pastor prior to a worship service may be conducted as part of a worship service. All other items of business shall be conducted at a regular or special business meeting of the church.

Section 2: Regular Business Meetings

Regular business meetings shall be held on the first Wednesday of the second month of every calendar quarter or as otherwise ordered by the membership at a regular business meeting.

Section 3: Special Business Meetings

Special business meetings may be convened upon the call of the Pastor or upon the written petition of at least one-fourth of the church members entitled to vote, provided that notice of the time, place, and purpose of the special meeting has been given as follows: (1) by independent separate mailing to members at least one week before the special meeting (2) in a periodic church publication mailed to members at least 10 days before the special meeting or (3) in a publication generally available to members, such as the order of service made available to attendees at the Sunday Morning worship Service, at least one week before the special meeting. The notice requirement may be suspended in the case of an emergency which is defined as a situation requiring immediate action to protect the church's property or the health and well-being of its members and visitors.

Section 4: Quorum and Proxies

In all business meetings, the quorum shall consist of those voting members present.

The right to vote is personal and non-transferable and shall be limited to those members who have attained the age of sixteen years and who are personally present at the time a vote is taken. No member may be represented by proxy at any meeting of the church or meeting of any board, committee, program organization, or subordinate body of any of these.

ARTICLE V: COMMITTEES

Section 1: Administrative Standing Committees

The administrative standing committees of this church shall consist of the following committees:

1. Committee on Committees
2. Nominating Committee
3. Personnel Committee
4. Finance Committee
5. Property Committee
6. Missions Committee

Except for the Committee on Committees, members of administrative standing committees shall be elected annually upon recommendation by the Committee on Committees. Members of the Committee on Committees shall be elected annually upon recommendation by the Deacon Council.

Members of all administrative standing committees shall be chosen from the membership of the church.

Terms of service shall be three (3) years (except those elected to an unexpired term) with one-third of the total members being elected each year.

At least one member of administrative standing committees shall be a representative from the Deacon Council. Should the number of members of any administrative standing committee fall below three, the Pastor shall be authorized to make interim appointments to the committees subject to the approval of the membership at the next regular business meeting. Committee members shall be eligible to serve no more than one three-year term on a particular committee without a lapse in service of at least one year.

A. Committee on Committees

The Committee on Committees shall be composed of no fewer than seven (7) members. No member of the Committee on Committees may serve concurrently on any committee it nominates. The members of the Committee on Committees shall be nominated by the Deacon Council and elected by the church. The functions of the Committee on Committees shall be to:

- Recommend the number of members to serve on each standing (except the Committee on Committees) and non-standing committee.

- Annually, make nominations to the church of church members to serve as members of the standing and non-standing committees (to include members for full 3-year terms and unexpired terms).
- Evaluate the committee structure each year and recommend to the church the creation and/or dissolution of standing and non-standing committees as needed. Such recommendations may include any modifications in committee number, function, or structure.

The Committee on Committees may not nominate its members to other standing committees either for new terms or to fill vacancies.

B. Nominating Committee

The Nominating Committee shall be composed of no fewer than five (5) members. The members of the Nominating Committee shall be nominated by the Committee on Committees and elected by the church. The Nominating Committee shall seek to enlist and nominate church members as needed for the church offices of Church Clerk, Church Treasurer, and Trustees; and for places of leadership and instruction in the Sunday School, Church Training, and the other church organizations. The Nominating Committee shall make such nominations for both full terms and unexpired terms.

The Committee shall work in close cooperation with the program directors in reporting nominees for any program organization positions to be elected by the membership.

C. Personnel Committee

The Personnel Committee shall be composed of no fewer than five (5) members. Members of this Committee must be storehouse tithers, i.e. giving their full tithe to the budget of the church. No member may serve concurrently on the Finance Committee and the Personnel Committee, nor may the spouse of a member of either committee serve on either committee. The members of the Personnel Committee shall be nominated by the Committee on Committees and elected by the church. The Committee's function shall include but not be limited to the following:

- Determine the personnel needs of the church.
- Assist and counsel with the Pastor in the selection and recommendation of other staff personnel to the church.
- Ensure that all employment practices are non-discriminatory.
- Ensure that job descriptions are prepared and maintained.
- Review at least once each year the employee compensation and benefits and make recommendations for changes, if any, to the Finance Committee.
- Assist the church and Pastor in matters relating to the employment and management of employed personnel in accordance with these bylaws.

- Conduct an annual evaluation of personnel.
- Advise in termination or change in responsibilities of all church employees. Its approval is required to terminate or change duties of staff ministers.

D. Finance Committee

1. General

The Finance Committee shall be composed of no fewer than five (5) members. Members of this Committee must be storehouse tithers, i.e. giving their full tithe to the budget of the church. No member may serve concurrently on the Finance Committee and the Personnel Committee, nor may the spouse of a member of either committee serve on either committee. The members of the Finance Committee shall be nominated by the Committee on Committees and elected by the church. The purpose of the Finance Committee shall be to:

- Develop and recommend to the church a Unified Budget each year.
- Work with the Church Treasurer and the staff member(s) assisting the Church Treasurer (if any) to ensure that the church operates in accordance with the adopted budget and sound principles of financial management.
- Work with the Church Treasurer and the staff member(s) assisting the Church Treasurer (if any) in the preparation and presentation of the quarterly and annual financial statements.
- Administer the budget throughout the year by a program of continual review against actual performance, making recommendations for adjustments as needed.

2. Budget

The Finance Committee shall annually prepare and submit to the church for approval an inclusive budget indicating by item the amount needed for all authorized and approved church expenses. The budget must be compiled, reviewed, and approved by the church body prior to the beginning of the fiscal year to which it applies.

3. Accounting for Funds

The Finance Committee has the responsibility to select a system of accounting using accepted accounting principles to adequately provide for the handling of all funds. Individuals that record, handle, and deposit funds received by the church shall be bonded or covered by an appropriate endorsement on the current church placement, with premiums or bonding paid by the church.

4. Authorization for Expenditures of Routine Items

The church members' approval of the church budget for supplies, literature, utilities, routine equipment, repairs, and similar items or service shall be deemed a delegation of

authority to expend the funds according to the church budget. The appropriate staff or committee(s) of the church must specify in writing the person or persons or committee that has the responsibility and authority to make the appropriate decisions to expend the funds for such routine items.

5. Audit

The funds of the church will be audited annually and the audit report submitted for approval to the membership at a regular business meeting.

6. Fiscal Year

The church fiscal year shall be January 1-December 31.

E. Property Committee

The Property Committee shall be composed of no fewer than five (5) members. The members of the Property Committee shall be nominated by the Committee on Committees and elected by the church. The functions of the Property Committee shall be to oversee church property. Its functions shall include the following:

- Assist church officers and staff in the management, maintenance, and modification and addition to (if any) church facilities and property.
- Make recommendations to the Pastor and Personnel Committee regarding the employment and supervision of maintenance personnel.
- Establish guidelines for approving the use of church property and facilities for any non-church use or function by any individual, organization, or entity of any kind. Before such guidelines can become operative, they must be presented to the church and approved by the church.

F. Missions Committee

The Missions Committee shall be composed of no fewer than five (5) members. The members of the Missions Committee shall be nominated by the Committee on Committees and elected by the church. Its functions shall be to:

- Administer the adopted budget for the mission activities of the church.
- Assist the Pastor in determining the mission activities of the church.
- Assist in developing and implementing mission education activities for the church.
- Establish and apply criteria for the approval of mission groups or individuals that will represent the church on the international, state, and local mission fields.

- Establish and apply criteria for financial support for the approved missions that represent the church and missions that do not represent the church but receive financial aid from the church.

Section 2. Church Service Committees

Service committees shall include committees whose duties or functions are solely to perform or implement ongoing work or ministries of the church, such as ushering at church services, operating the audio-visual equipment of the church, and like duties.

Church service committees shall be established by the Pastor or by resolution of the membership such as are consistent with the needs of the church to carry out its programs, ministries, and missions. Such committees may be named alternatively as “ministry teams,” and in all cases where these bylaws or any governance documents of the church refer to church service committees, the reference shall include ministry teams.

Section 3. Church Program Organizations

The church shall maintain programs of Bible teaching; church member training; church leader training; new member orientation; mission education, mission action, and mission support; and music education, training and performance. Church program organizations shall be established by charter authorized by resolution of the membership. All organizations of the church shall be under church control, and shall report regularly to the church. Each organization shall be operated under the oversight of a program director as provided in the organization charter. The church shall provide the human resources, the physical resources, and the financial resources for the appropriate advancement of these programs. The church shall elect annually from its membership persons to fill the various offices and places of leadership and instruction within the church organizations.

Section 4: Other special committees

In addition to the church service committees provided for herein, the members may, at any regular or special meeting, establish such special committees as it deems appropriate to the work of the church. Only a member of the church may conduct financial transactions on behalf of a committee

Section 5. Committee and Program Organization Meetings and Governance

Administrative standing committees, church service committees, and church program organizations shall establish regular meetings by a majority vote of the committee or organization in a properly called meeting, and otherwise shall meet on the call of the chair or on the call of a majority of the members, subject to reasonable notice being given to the members.

A quorum for administrative standing committees shall be a majority of its members. Special committees and church program organizations may establish their own quorum. The

administrative standing committees authorized by this section shall operate under the rules and parliamentary authority adopted by this church. However, unless otherwise provided in the bylaws (in the case of an administrative standing committee), in the resolution establishing the committee (as in the case of a church service committee), or in the charter (as in the case of a church program organization), these committees and programs shall be authorized to elect such officers as they may require for the necessary and proper conduct of their business.

These committees and program organizations are authorized to adopt their own special rules of procedure not inconsistent with the resolution or charter establishing them, the provisions of these bylaws, or any applicable special rules of order the church may adopt.

Depending upon the importance of the record of proceedings of a committee, the administrative standing committees shall maintain either formal minutes of their proceedings consistent with the rules for minutes in the parliamentary authority, or informal memoranda sufficient for the committee to have a meaningful record of its meetings for its own benefit. Church program organizations shall keep regular minutes of their meetings, which shall be filed with the Church Clerk and considered records of the church.

ARTICLE VI: CHURCH ORDINANCES

Section 1: Baptism

This church shall receive for baptism, any person who has received 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.

1. Baptism shall be by immersion in water.
2. Baptism shall be administered as an act of worship during any worship service of the church.
3. Baptism shall be administered by the Pastor or any ordained minister authorized by the church.
4. A person who professes Christ shall be baptized as soon as possible.

Section 2: The Lord's Supper

The Lord's Supper is a symbolic act of obedience whereby members of the church and other Christians, through partaking of bread and fruit of the vine, commemorate the death of Jesus Christ who died for our sins.

1. The church shall observe the Lord's Supper at least twice a year.
2. The Pastor and Deacons shall be responsible for the administration of the Lord's Supper.

ARTICLE VII: ORDINATION

Ordination into the gospel ministry means this church will set a minister aside specifically for the purpose of carrying out the gospel in a local church setting. It gives the church an opportunity not only to set aside this minister, but to affirm what he has already been doing in ministry. Ordination is a sacred time that will affect the candidate for the rest of his life. It celebrates and confirms that God has set aside the candidate as a minister of the gospel. This ordination also affords the candidate an opportunity to administer the ordinances of baptism and the Lord's Supper. The ordination confirms that the candidate is doctrinally sound and in agreement with this church in faith and practice.

Members of the church who request this church to license them for the exercise of their gifts in the ministry and have advised the church that they feel called of God to the work of the ministry, and have by piety, zeal, and aptness to serve given evidence that they are called of God to the work of the ministry may be licensed to the Christian ministry by the church, by a vote of a majority of the members present and voting at any business meeting.

ARTICLE VIII: PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the church in all cases to which they are applicable and in which they are not inconsistent with these bylaws, any special rules of order the church may adopt, and any statutes applicable to the corporation that do not authorize the provisions of these bylaws to take precedence.

ARTICLE IX: AMENDMENTS

These bylaws may be amended by a two-thirds vote at any duly convened business meeting of the church, provided the proposed amendment shall have been presented to the church in writing at the previous regular business meeting of the church, or provided that written notice has been given to the members at least thirty (30) days prior to the date established for voting on said amendment. In any case, the proposed amendment shall be printed and posted in the church office at least fifteen (15) days before the meeting at which the proposed amendment is to be considered.

Certificate of Secretary

I, _____, church clerk of Wilcrest Baptist Church, hereby certify that the foregoing bylaws of Wilcrest Baptist Church were duly adopted at a meeting of the membership of the church on December 13, 2009.

Signature

Date

Printed Name

Church Clerk, Wilcrest Baptist Church