

# UNIVERSITY BAPTIST CHURCH

## Bylaws

Approved June 30, 2002  
As Amended August 28, 2022

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### Article I – Purpose, Organization, and Operation

**Section 1.1** The purpose of University Baptist Church is to testify to the saving grace of Jesus Christ's life, death, and resurrection, and to make disciples of believers in Jesus Christ. This purpose is accomplished by the support and maintenance of the public worship of God, missions, religious education, and benevolences.

**Section 1.2** University Baptist Church of Fort Worth (Church) was organized in 1929 and incorporated in 1972 pursuant to the provisions of the Texas Non-Profit Corporation Act. Its registered office and principal place of business shall be 2720 Wabash Avenue, Fort Worth, Tarrant County, Texas 76109. The Chair of the Trustees shall be the registered agent of the Church.

**Section 1.3** The Church shall have no stock and is not for material gain.

**Section 1.4** The Church is organized and shall be operated exclusively for religious, charitable, and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code. The Church will be operated in such a way that no net earnings will inure to the benefit of any individual; no substantial part of its activity will attempt to influence legislation or intervene in political campaigns; and no purposes or activities will be illegal or violate fundamental public policy.

### Article II – Doctrinal Statement

**Section 2.1** The Church affirms that the Holy Bible is the inspired Word of God and is the rule and guide to our faith and practice. This Church is a covenantal community of believers affirming the doctrinal statements set forth in "The Baptist Faith and Message" as adopted in 1963 by the Southern Baptist Convention and as affirmed in 1980 and 1999 by the Baptist General Convention of Texas, and the UBC Statement of Beliefs which is contained in Exhibit A, made a part of, and incorporated by reference into these Bylaws, as affirmed by the Church in 2021.

### Article III – Government

**Section 3.1** The management of the affairs of the Church is vested in its Members, as defined in Section 4.2, per the Church's Articles of Incorporation.

**Section 3.2** The Church shall be subject to the control of no other ecclesiastical body, but shall recognize the obligations of mutual counsel and cooperation which are common among Baptist churches of like faith and order. All authority is reserved to the Membership of the Church. The right is inherent in each individual Member of this Church to have a voice in its deliberations.

### Article IV – Membership

**Section 4.1** The Membership reserves the exclusive right to determine who shall be Members of the Church and the conditions of such initial and ongoing Membership. The Membership of the Church shall consist of all persons whose names are on the Church Membership roll.

**Section 4.2** Any person desiring to become a Member of the Church shall request to be presented to the Church for election to Membership. Membership shall become effective by affirmative vote at a Church business meeting after satisfying one of the following:

- A. After a public profession of faith in Jesus as personal Savior and after baptism by immersion in water;
- B. Upon receipt of a church letter of recommendation from a Baptist church of like faith and order;
- C. By statement of previous membership after immersion in water in a Baptist church or a church of like faith and order, and after consultation with the pastor.

Any person satisfying the above requirements for membership shall be referred to in this document as a "Member."

**Section 4.3** Only and every Member of the Church is entitled to vote at all elections and on all questions submitted to the Church, provided the Member is Present, as defined in Section 5.3.

**Section 4.4** Any Christian who wishes to enter into the love and fellowship of the Church and will support the objectives of the Church but cannot qualify, or chooses not to qualify, for Membership may present him/herself for coming under the "watchcare" of the Church. These Christians are to be encompassed in all the life and love of the Church, except for voting and for holding offices or positions of doctrinal and/or policy-making responsibilities. Watchcare members shall be entitled to serve on ministry teams but not committees.

**Section 4.5** Membership shall be terminated by any one of the following :

- A. Upon death of the Member.
- B. Upon issuance of Church letter to another Baptist church of like faith and order.
- C. Upon a Member's joining a church of another faith.
- D. Upon request of the Member.
- E. Upon withdrawal of fellowship by the Church from a Member, pursuant to Section 4.6.B., but subject to restoration under Section 4.6.C.

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**Section 4.6** It shall be the practice of this Church to emphasize to its Members that every reasonable measure should be taken to assist any troubled Member.

- A. The pastor, other members of the Church staff, and deacons are available for counsel and guidance. The attitude of Members toward one another shall be guided by a concern for redemption rather than punishment.
- B. Should some serious immoral or unchristian condition or conduct continue, without repentance, every reasonable measure should be taken by the pastor and the deacons to resolve the problem. All such proceedings shall be pervaded by a spirit of Christian kindness and forbearance in accordance with Matthew 18:15-20. Should the pastor and deacons determine that the welfare of the Church will be best served by the exclusion of a Member, the Church, upon the recommendation of the pastor and deacons, may exclude such Member by an affirmative two-thirds (2/3) ballot vote of the Church Members Present and voting at a business meeting. The pastor, other members of the Church staff, and deacons are available for counsel and guidance. The attitude of Members toward one another shall be guided by a concern for redemption rather than punishment.
- C. The Church may restore to Membership any person previously excluded, upon the request of the excluded person: (1) after the excluded person has met with the pastor and the deacons and indicated such person's repentance, (2) upon recommendation of the pastor and the deacons, and (3) by a majority ballot vote of the Church Members Present and voting at a business meeting.

### Article - V Meetings

**Section 5.1** The time for all regular and special public worship services shall be determined by the Church.

**Section 5.2** The Church shall hold regular business meetings at a minimum of four times per year. The Church ministerial staff (with or without a request from a Church Member or organization) may call special business meetings to consider matters of special nature and significance. A special business meeting may also be called by a written petition signed by not less than ten percent (10%) of the Church Members on the Membership roll. No business except for which the special business meeting was called may be transacted at the meeting. Notice of regular and special business meetings will follow the current Decision-Making Process contained in Exhibit B made a part of and incorporated by reference into these Bylaws.

**Section 5.3** All business meetings of the Church shall be held at the registered office or at such other place as the Church may decide, including meeting spaces that technology allows. A quorum is equal to three percent (3%) of the total Church Membership, as reported at the end of the prior Church year, and is required to conduct all regular and special business meetings. A quorum at a regular or special business meeting is satisfied by those Members attending in the physical location the Church has designated and /or those Members verifiably attending in real time via technology, herein defined as Present. No proxy voting is allowed on any matter. A majority of Church Members Present and voting shall determine any matter voted upon unless otherwise provided in these Bylaws.

**Section 5.4** The following matters, and such other matters as the Church may determine from time to time, shall require the affirmative written vote of at least two-thirds (2/3) of the voting Members Present at a regular or special business meeting duly called and held for that purpose in accordance with these Bylaws and complying with notification as stated in the current Church policy:

- A. The sale, gifting, or conveyance of real property;
- B. The execution of a note and creation of Church debt or a lien;
- C. The sale or gifting of all or substantially all the assets of the Church;
- D. The merger, consolidation, or dissolution of the Church;
- E. The amendment of the Articles of Incorporation or these Bylaws;
- F. The calling or termination of a pastor;
- G. The calling or termination of a non-interim ministerial staff member;
- H. The dismissal or removal of a member of the deacon body;
- I. Withdrawal of fellowship as defined in Section 4.6.B.

**Section 5.5** The Church may use the current edition of *Robert's Rules of Order Newly Revised* as a guideline for parliamentary rules of procedures for all business meetings of the Church.

**Section 5.6** An annual report will be presented at the first Church business meeting following the end of the Church year.

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### Article VI – Moderator

**Section 6.1** The moderator shall preside at Church business meetings. In keeping with the admonition in 1 Corinthians 14:40, and to guard and maintain the fellowship of the Church, the aim of the moderator must be to bring about unity among people of different views, ideas, and convictions. The objectives of the moderator should be:

- A. to maintain the spirit of Christian love while presiding,
- B. to be fair and courteous to all Members,
- C. to maintain a neutral position while presiding,
- D. to help Members understand parliamentary procedures without embarrassment to them,
- E. to encourage full and free debate by leading Members to talk through their disagreements and try to avoid trivial matters,
- F. to respect the minority who has a right to be heard, and
- G. to take the affirmative vote first and the negative vote second.

**Section 6.2** If the moderator wishes to debate a question under consideration, the moderator should ask the vice moderator (if Present) or another Member to preside for that portion of the meeting.

**Section 6.3** The pastor shall serve as moderator unless the pastor chooses not to do so or is prevented from doing so by these Bylaws.

**Section 6.4** If the pastor chooses not to serve as moderator on a permanent basis, then the Church shall elect a moderator who shall be a Member of the Church, shall be nominated by the Nominating Committee, and shall be elected annually by the Church. The moderator shall serve until a successor is elected. The moderator shall not be elected to serve in this capacity for more than three (3) consecutive years. After a minimum of a one-year absence as moderator, a person will be eligible for election again as moderator.

**Section 6.5** The vice moderator shall be a Member of the Church, shall be nominated by the Nominating Committee, and shall be elected annually by the Church. The vice moderator shall serve until a successor is elected. The vice moderator shall not be elected to serve in this capacity for more than three (3) consecutive years. After a minimum of a one-year absence as vice moderator, a person will be eligible for election again as vice moderator.

**Section 6.6** The vice moderator shall serve as moderator at Church business meetings when the moderator chooses not to serve or is unable to serve. If, for any reason, neither the moderator nor the vice moderator is able to serve, the following shall be authorized, in order named, to call the Church to order and to preside for the election of an acting moderator for the business meeting: Church clerk, deacon chair, and Nominating Committee chair.

### Article VII – Church Clerk

**Section 7.1** The Church clerk shall keep an accurate record of the proceedings of each business meeting of the Church. In the absence of the clerk, the assistant clerk shall serve as acting clerk for the business meeting. In the absence of both, the moderator shall appoint an acting clerk for the business meeting.

**Section 7.2** The minutes are the official records and property of the Church. The official copy shall be securely maintained in the Church.

**Section 7.3** The Church clerk and assistant Church clerk shall be Members of the Church, shall be nominated by the Nominating Committee, shall be elected annually by the Church, and shall serve until successors are elected.

### Article VIII – Deacons

**Section 8.1** The deacons of University Baptist Church are Members dedicated to servant leadership and ministry to the Church body, to the community, and to the world. Their purpose is to expand the witness of Christ into our community and to be His hands, feet, and mouth to a lost and hurting world.

**Section 8.2** The duties and functions of the deacons shall be those prescribed in the New Testament. They may recommend to the Church such policies, practices, and procedures as they may deem advisable. The deacons have no direct authority over the administration or policy making of the Church. This authority is vested in the Membership of the Church. The deacons shall provide advice and cooperate with the pastor and staff in the reasonable implementation and direction of all policies, practices, and procedures of the Church.

**Section 8.3** The deacons are nominated by the Deacon Nominating/License/Ordination Committee and elected by the Church. The minimum number of active deacons is one for each fifty (50) Members. There is no maximum number of active deacons. A deacon may serve actively without any imposed limit on his/her service. Should a deacon elect not to continue to serve actively, he/she shall be placed on reserve status. When a deacon is ready to resume active service, he/she shall be presented to the Deacon Nominating/License/Ordination Committee for consideration.

**Section 8.4** The deacons shall elect a chair and other officers which the deacon body determines necessary.

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**Section 8.5** A member of the deacon body may be dismissed or removed from his/her position as a deacon upon:

- A. recommendation of a majority of the deacon body or a written petition signed by not less than ten percent (10%) of the Members of the Church and
- B. receiving the affirmative two-thirds (2/3) ballot vote of the Members Present and voting at a business meeting duly called and held in accordance with the current policies of the Church.

### Article IX – Church Committees, Ministry Teams, and Church Council

**Section 9.1** The Church reserves the right at any time, and in such manner as it may determine, to establish, restructure, or eliminate any committee or ministry team. The Church shall determine the membership of each committee or ministry team, the term of office of its members, and its duties and responsibilities. Each committee or ministry team may make recommendations directly to the Church. The Church may also delegate certain decision-making authority to the various committees. Membership on committees shall be limited to Church Members. Ministry teams shall be open to Church Members, those under watchcare, and regular attenders.

**Section 9.2** The Church will have a Church Council defined by the Church. Its function shall be to facilitate communication and collaboration among committees and ministerial staff and to recommend the members of the Nominating Committee. The Church Council shall have no direct authority over the administration or policy making of the Church, but it may make such recommendations to the Church as it deems advisable.

### Article X – Licensing and Ordination

**Section 10.1** An individual may be licensed or ordained as a minister of the gospel by the Church after the candidate has met the qualifications for licensure or ordination. These qualifications may include, but are not limited to, education, experience, and training. These qualifications will be determined by the Church and its elected committee.

**Section 10.2** Following election by the Church to serve as a deacon, any such person, not previously ordained as a deacon, shall be ordained by the Church.

### Article XI – Pastor

**Section 11.1** The pastor shall be the spiritual leader of the Church and a Member of the Church. The pastor shall be called and employed by the Church and shall continue as pastor until the pastor-Church relationship is terminated by the pastor's death, resignation, or by vote of the Church.

**Section 11.2** The pastor may relinquish the office of pastor by giving written notice to the Church of the planned resignation. This resignation shall be reported to the Church in a timely manner. Notification shall also be made at the next business meeting.

**Section 11.3** The Church may also dismiss the pastor, thus terminating the pastor-Church relationship. Such action shall take place at a special business meeting called for that purpose. The meeting may be called by the Personnel Committee or by a written petition signed by not less than ten percent (10%) of the Church Members. The moderator for this meeting shall be someone other than the pastor. The vote to terminate the pastor's employment shall be by ballot, an affirmative vote of two-thirds (2/3) of the Church Members Present and voting being necessary.

**Section 11.4** When a vacancy occurs, a Pastor Search Committee shall be elected by the Church to recommend a pastor. Such committee may consist of any number of Members desired by the Church. The Pastor Search Committee, Personnel Committee, and ministerial staff shall develop and recommend to the Church for approval a job description for the pastor. The Pastor Search Committee shall bring to the consideration of the Church only one person at a time, and that recommendation shall constitute a nomination. Call of the pastor shall take place at a special business meeting called for that purpose. Voting shall be by ballot cast by Members Present. An affirmative vote of two-thirds (2/3) of the Church Members Present and voting shall be necessary to call a pastor.

### Article XII – Ministerial Staff

**Section 12.1** The ministerial staff shall be called and employed as the Church determines the need to create, fill, combine, or eliminate positions. The pastor, Personnel Committee, and the appropriate committees or ministry teams shall develop and recommend to the Church for approval the job descriptions for all ministerial staff positions. Each ministerial staff member shall be a Member of the Church.

**Section 12.2** Ministerial staff shall continue as ministers until the minister-Church relationship is terminated by the staff member's death, resignation, or by vote of the Church.

**Section 12.3** A ministerial staff member may relinquish his/her office by giving to the Church written notice of the planned resignation. This resignation will be reported to the Church in a timely manner. Notification shall also be made at the next business meeting.

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**Section 12.4** The Church may also dismiss a ministerial staff member, thus terminating the minister-Church relationship. Such action shall take place at a special business meeting called for that purpose. The meeting may be called by the Personnel Committee or by a written petition signed by not less than ten percent (10%) of the Church Members. The vote to terminate the minister's employment shall be by ballot, an affirmative vote of two-thirds (2/3) of the Church Members Present and voting being necessary.

**Section 12.5** When a ministerial staff position needs to be filled, a search committee shall be elected by the Church to recommend a ministerial staff member. Such committee may consist of any number of Members desired by the Church. This committee shall bring to the consideration of the Church only one person at a time, and that recommendation shall constitute a nomination. Call of the ministerial staff member shall be by ballot, an affirmative vote of two-thirds (2/3) of the Church Members Present and voting being necessary. Such action shall take place at a special business meeting called for that purpose.

### Article XIII – Interim Ministerial Staff

**Section 13.1** Interim ministerial staff members shall be employed as the Church determines the need for their services. The immediate supervisor, in consultation with the Pastor, Personnel Committee, and the appropriate committees or ministry teams, shall have the authority to employ and to terminate the services of interim ministerial staff members. The Church shall be informed no later than the next business meeting of all such actions. Interim ministerial staff members shall be either Members of the Church or under watchcare.

**Section 13.2** The Pastor, Personnel Committee, and the appropriate committees or ministry teams shall develop and recommend to the Church for approval the job descriptions for all interim ministerial staff positions.

### Article XIV – Support Staff

**Section 14.1** Support staffing levels shall be determined by the Personnel Committee in conjunction with the current staff. The immediate supervisor, in consultation with the Pastor and Personnel Committee, shall have the authority to develop job descriptions, to employ, and to terminate the services of support staff members. The Church shall be informed no later than the next business meeting of all such actions.

### Article XV – Trustees

**Section 15.1** The trustees shall be Members of the Church, shall act for the Church in legal matters, and shall hold the Church property in the corporate name of the Church. Upon specific vote of the Church authorizing each action, the trustees shall have the power to buy, sell, mortgage, lease, or transfer Church property, but not otherwise. When the signatures of the trustees are required, any two or more shall sign legal documents relating to Church approved matters. The trustees shall have no direct authority over the administration or policy making of the Church, but they may make such recommendations to the Church as they deem advisable.

**Section 15.2** The number of trustees shall be four. Annually the Nominating Committee shall nominate a Chair of the Trustees, a Vice-Chair, a Secretary, and a Treasurer. The trustees shall be elected by the Church and shall serve until their successors are elected. There is no limit to the number of terms a trustee may serve.

**Section 15.3** Neither Church staff nor their family members may serve as trustees.

### Article XVI – Conveyances and Other Instruments

**Section 16.1** The Church may purchase, acquire, sell, gift, convey, or dispose of real, personal, or intellectual property. The Church may borrow money, mortgage, encumber, or otherwise deal with property owned by the Church. The Church may evidence any such transaction by deed, bill of sale, mortgage, deed of trust, contract, or other appropriate instrument.

**Section 16.2** The Church may execute notes and other financial or legal documents, signed by the trustees, with or without the seal of the Church, when such transactions are authorized by appropriate resolutions of the Church Membership and adopted in accordance with these Bylaws.

### Article XVII – Review, Amendment, and Retention of Bylaws

**Section 17.1** These Bylaws shall be reviewed by an ad hoc committee nominated by the Nominating Committee and elected by the Church at least every five years beginning in the calendar year 2020.

**Section 17.2** These Bylaws may be amended at a regular or special business meeting of the Church. A two-thirds (2/3) affirmative vote of the Church Members Present and voting at the business meeting is required for approval.

**Section 17.3** A minimum of one hard copy of these Bylaws shall be securely maintained in the Church. A second hard copy of these Bylaws shall be kept in perpetuity in the Church's safe deposit box.

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### Article XVIII – Seal

**Section 18.1** The corporate seal shall be circular in form and have inscribed thereon “University Baptist Church of Fort Worth.”

### Article XIX – Dissolution

**Section 19.1** The Church directs that on discontinuance of the Church, by dissolution or otherwise, the assets are to be transferred to a charitable, educational, religious, or other similar organization that is qualified as a charitable organization under Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

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Church Clerk

Adopted June 30, 2002, and amendments approved on June 8, 2008, April 4, 2018, and August 28, 2022.

# UNIVERSITY BAPTIST CHURCH

## Bylaws

### Exhibit A: Statement of Beliefs

Approved September 12, 2021

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#### *Preamble*

For our church and among fellow Baptists, a statement of beliefs serves as a guide for understanding and living by the Scriptures, both Old and New Testaments. An emphasis upon the priesthood of every believer and his or her direct accountability before God does not prevent us from declaring these beliefs. Consequently, the following articles state what we believe and confess. We also affirm, however, unity in what is core, liberty in what is interpretive, and in all things, charity.

#### Unity in What Is Core

*This section identifies the following beliefs as core because of their importance to a clear understanding of the gospel and ensuring sound doctrine as a church.*

#### **GOD, THE CREATOR OF ALL**

We believe God is the eternal, perfect, personal Creator, Sustainer, and Ruler of the universe. He is the only true God. He is one in His divine Being and has revealed Himself to humanity in three Persons: Father, Son, and Holy Spirit.  
(Gen. 1:1, 26; Exod. 3:14; Deut. 6:4; Ps. 19:1; Matt. 3:16-17, 28:19; John 14:25-26; 2 Cor. 13:14)

##### **A. God the Father**

We believe God as Father reigns with providential care over His universe, His creatures, and the flow of the stream of human history according to the purposes of His grace. He is all powerful, all loving, and all wise. He is fatherly in his attitude toward all persons.  
(Exod. 15:11-13; Deut. 32:6; Isa. 64:8; Jer. 10:10; Matt. 6:9, 7:11, 23:9; John 14:6-13; Acts 1:7; 1 Cor. 8:6; Gal. 4:6; Eph. 4:6)

##### **B. God the Son**

We believe Jesus Christ is the Son of God. He is fully God and fully man. Jesus lived a sinless human life. He was crucified on the cross for the sins of humanity, resurrected from the dead, ascended into heaven, and is seated at the right hand of the Father. Jesus's life, teachings, death, and resurrection offer the only true hope for all people.  
(Matt. 1:18-23; John 1:14; 3:16; 14:6; Acts 1:11; Rom. 5:6-8; 1 Cor. 15:3-4, 20-21; Phil. 2:6-8; Col. 2:9)

##### **C. God the Holy Spirit**

We believe the Holy Spirit is the Spirit of God. He convicts people of sin and draws them to Jesus. He indwells believers and seals them for the day of final redemption. He enlightens and empowers believers to understand spiritual truth, to do what is right, and to reflect Christ-like character. He gives believers gifts to serve God in and through His church.  
(John 6:44; 14:16-17; 16:7-14; Rom. 8:9-11; 1 Cor. 6:19-20; 12:4-11; Eph. 1:13-14, 4:30; Gal. 5:22-23; 1 John 4:13)

#### **THE BIBLE, THE WORD OF GOD**

We believe the Bible is the word of God. The Spirit of God uniquely inspired and guided the human authors of the Bible to record God's truth. The Bible is the final authority for believers in what they believe (faith) and what they do (practice). All the Bible witnesses to Jesus, the Living Word, and the criterion by which the Bible is interpreted is Jesus Christ.  
(Josh. 1:8; Ps. 119:160; Isa. 40:8; Matt. 4:4; John 1:1-2, 5:39; 2 Tim. 3:15-17; Heb. 4:12; 2 Pet. 1:19-21)

#### **HUMANITY, THE CROWN OF GOD'S CREATION**

We believe God made humanity—male and female—in His own image. All people are fearfully and wonderfully made, the crowning work of creation. All persons possess equal dignity and worth as image-bearers and those for whom Christ died. In the beginning, man and woman were innocent of sin and lived in perfect harmony with God the Creator. God gave humans freedom of choice.  
(Gen. 1:26-30; 2:7, 18-22; Ps. 139:13-16; Rom. 5:6, 8)

#### **SIN, THE PROBLEM OF HUMANITY**

We believe humanity, by their free choice, disobeyed God, bringing sin into the human race. Sin is defying God's authority and trying to be like God. The act of sin breaks the perfect harmony between the Creator and humankind, leading to separation from God and condemnation. All people are sinful by nature and by choice and live in a world corrupted by sin. Individuals must admit they are sinners whose only hope is God's saving work through Jesus Christ.  
(Gen. 3, Rom. 1:18-23; 3:9-20, 23; 5:6, 12)

#### **SALVATION, GOD'S GIFT**

We believe God the Father gave His only Son Jesus to bear the penalty of humanity's sins through His death on the cross and to save people through His resurrection. God offers salvation as a gift by His grace to those who turn away from their way of life characterized by sin and commit their lives to following Jesus as Lord and Savior. This restores their sin-broken relationship with God and gives them eternal life.  
(John 3:16, 10:28; Rom. 3:23, 5:2-10 and 17-21, 6:23, 10:9-13; Eph. 2:8-9; Phil. 2:6-11; Hebrews 9:12, 22)

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### Exhibit A: Statement of Beliefs

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#### **DISCIPLESHIP, THE PATH OF SPIRITUAL FORMATION**

We believe disciples are believers who surrender to Jesus as Lord and follow Him in a life-long journey of discovery. This includes learning to love and trust God completely. Believers are to embrace personal and corporate disciplines in learning spiritual truths and applying them to their lives. Daily dying to self and walking with the Lord transform believers into lives characterized by Christlikeness and service. (Luke 9:23, 10:27; John 10:27; Rom. 8:28-30; 12:1-2; 2 Cor. 3:17-18; Col. 1:10-12, 3:1-17; 2 Tim. 2:15; 2 Pet. 1:3)

#### **THE CHURCH, THE BODY OF CHRIST**

We believe the Church, made up of baptized believers, is Christ's body on earth. The Church is central to God's ultimate plan of redemption. Believers are the church as they extend the ministry of Jesus in homes, communities, and the world, seeking their transformation and the building of God's kingdom. (Matt. 16:17-18; Acts 2:42; 1 Cor. 12:27; Eph. 1:22-23, 2:19-22, 3:10-12; Col. 1:18)

#### **SHARING THE GOOD NEWS, THE RESPONSIBILITY OF EACH FOLLOWER OF JESUS**

We believe all believers have the privilege and responsibility to share the gospel message. Jesus commanded His followers to be His witnesses to the ends of the earth, beginning in their own communities. Believers are to work with fellow Christians to ensure all peoples hear the good news of Jesus. (Matt. 10:32; 28:18-20; Acts 1:8; Rom. 1:16-17, 10:13-15; Col. 1:6)

#### **THE RETURN OF JESUS CHRIST, THE FULFILLMENT OF GOD'S PURPOSES**

We believe, in God's perfect timing and way, the righteous Judge, Jesus Christ, will return to earth to judge the living and the dead. Those who believe in Him will receive eternal life and those who reject Him will receive eternal condemnation. His return will fulfill the purposes of the kingdom of God. (Matt. 7:21-23; 24:29-31; 25:31-46; John 17:3; Acts 1:11; Phil. 2:9-11; 1 Thess. 4:13-5:11; Rev. 20:11-15, 21:1-8, 22:1-16)

#### **Liberty in What Is Interpretive**

*This section identifies the following beliefs as interpretive because of the varying interpretations and practices that have existed throughout church history and continue today. To classify them as interpretive does not diminish their importance but acknowledges the liberty necessary when discussing these issues with other believers.*

#### **CHURCH LEADERSHIP, LEADING THROUGH SERVING**

We believe God's Holy Spirit equips and empowers all believers by distributing spiritual gifts to them for various ministry tasks in and through the church. God calls and entrusts men and women equally to all leadership roles in the church and His kingdom. The officers of University Baptist Church consist of pastors and deacons. The congregation chooses its own pastors, ministerial staff, deacons, teachers, and other leaders for the building up of the body to the fullness of Christ. Church leaders should reflect Christ's example of servant leadership. (Mark 10:45; Acts 2:17, 6:1-6, 21:9; Rom. 12:4-8, 16:1-4, 7; 1 Cor. 12; Gal. 3:28; Eph. 4:11-13; 1 Tim. 3:1-13; Titus 1:5-9; 1 Pet. 5:1-2)

#### **BAPTISM, A SIGN OF DISCIPLESHIP**

We believe baptism is for believers only. Each believer is immersed in water as an act of obedience and humility. Baptism symbolizes the death, burial, and resurrection of Jesus. It publicly declares the believer's death to sin, burial of the old life, and the resurrection to a new life in Christ Jesus. (Matt. 3:13-17; 28:18-20; Acts 2:41, 8:12, 36-38; Rom. 6:3-4; Col. 2:12)

#### **THE LORD'S SUPPER, A SYMBOL OF THE SACRIFICE OF JESUS**

We believe only believers partake of the Lord's Supper. The elements of the Lord's Supper represent the body and blood of Jesus to remind believers of His death and the fellowship they have with Him. This ordinance anticipates the Lord's Second Coming. (Luke 22:14-23; 1 Cor. 11:23-29)

#### **THE FAMILY, GOD'S PLAN**

We believe God has ordained the family as the foundational institution of human society. Persons related to one another by marriage, blood, or adoption form a family. God affirms individuals in either celibate singleness or marriage. God intends marriage to be the lifelong union between one created man and one created woman. The husband-wife relationship reflects that union between Jesus Christ and His Church. Children are a precious gift from God. Parents are to teach their children spiritual and moral values, leading them to make choices based on biblical truth. (Gen. 2:18-25; Deut. 6:4-9; Prov. 22:6; Matt. 19:4-6; 1 Cor. 7; Eph. 5:21-6:4)

#### **STEWARDSHIP, A GOD-GIVEN RESPONSIBILITY**

We believe God has blessed believers with everything that we have and all that we are. As followers of Jesus, we are to give our time, talents, and treasures regularly in the work of God's kingdom. As believers, we should also give of ourselves and our resources generously, sacrificially, and cheerfully. (Ps. 24:1-2; Mal. 3:8-12; Matt. 6:1-4; Luke 16:10-14; Acts 2:42-47; 1 Cor. 6:19-20; 2 Cor. 8:1-7; 9:6-15)

# UNIVERSITY BAPTIST CHURCH

## Bylaws

### Exhibit B: Decision-Making Process

Approved August 22, 2001  
As Amended August 28, 2022

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- I. Any Church Member or Church organization may present a recommendation to the Church at a regularly scheduled or special business meeting by following the procedures set forth herein. The Church staff will assist in adding the recommendation to the business meeting agenda, in accordance with the Church policies for notification. After presentation at a business meeting, the Church will choose to approve the recommendation, disapprove the recommendation, table the recommendation, or refer it to another group for further consideration.
- II. To adequately inform the Church of items to be considered for Church action at regular or special business meetings, the following will be done:
  - A. Except for the issues requiring a longer notice period as set forth below, all proposals, reports and matters for Church consideration must be in writing, received in the Church office at least ten (10) calendar days before a regular or special business meeting. All items will be curated by the pastor or designated staff for inclusion on the business meeting agenda, with an explanation for all proposals, reports, and matters received and not included.

Notification of business meetings will be posted near the Church office. The agenda and all proposals will be available in print in the Church office. All business meeting documents will be distributed by e-mail and other appropriate methods no later than the Sunday before a Wednesday business meeting or the Wednesday before a Sunday business meeting.
  - B. The following business items must be in writing, received in the Church office at least three (3) weeks before a regular or special business meeting, and curated by the pastor or designated staff for inclusion on the business meeting agenda. Notification of business meetings will be posted near the Church office. The agenda and all proposals will be available in print in the Church office and distributed by e-mail and other appropriate methods at least two (2) weeks prior to being voted upon. These business items include:
    - the Pastor and all non-interim ministerial staff being presented in view of a call
    - the sale, gifting, or conveyance of real property
    - execution of a note and creation of Church debt or a lien on any Church property
    - any hearing to consider removal of a Member, deacon, committee member, or ministerial staff
    - ministerial personnel matters
    - permanent change of public worship service schedule
    - creation or change of non-major written Church policies.
  - C. The following business items must be in writing, received in the Church office at least five (5) weeks before a regular or special business meeting, and curated by the pastor or designated staff for inclusion on the business meeting agenda. Notification of business meetings will be posted near the Church office. The agenda and all proposals will be available in print in the Church office and distributed by e-mail and other appropriate methods at least four (4) weeks prior to consideration at any business meeting. These business items include:
    - the sale or gifting of all or substantially all of the assets of the Church
    - the merger, consolidation, or dissolution of the Church
    - amendment of the Bylaws or the Articles of Incorporation
    - creation or change of written major Church policies identified as such by the Pastor after consultation with the Deacons.All other policies are considered non-major and fall under II. B.

Such proposed matters shall be considered at two (2) separate business meetings held at least 10 (ten) days apart. Discussion of the proposed matter, including possible changes, will be conducted at the first business meeting. The vote to adopt or reject the proposed recommendation without additional discussion will be considered at the second business meeting. If and when a proposed matter undergoes content changes between the first reading and the second reading, the matter shall be presented for a new first reading.
  - D. Proposals or recommendations, other than those issues listed in "B" and "C" above, may be considered for placement on the agenda of a regular business meeting when the proposal or recommendation is presented in writing, and it is received by the Pastor or the Minister of Administration prior to the start of the business meeting. A 75% affirmative vote of those Members Present and voting will be necessary for the item to be considered an agenda item.
  - E. Emergency or time-sensitive issues, other than those issues listed in "B" and "C" above, may be considered at any regular business meeting with the approval of 75% of the Members Present and voting.
  - F. A two-thirds (2/3) affirmative vote of the Members Present and voting at the business meeting is required for approval for all items listed in sections II. B-E, inclusive.
- III. Voting for routine business items shall be conducted by voice vote at in-person meetings and show of hands at virtual meetings. In virtual or hybrid meetings, items requiring a written ballot vote, other than the call of the Pastor, shall be conducted via online ballot provided to those Members in attendance. These issues shall be decided by a simple majority unless stated otherwise.

# UNIVERSITY BAPTIST CHURCH

## Bylaws

### Exhibit B: Decision-Making Process

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- IV. To adequately inform the congregation of actions or decisions taken by the Church at business meetings, minutes taken in business meetings will be made available through the Church office within one month.
- V. To assist future readers and researchers of Church history, minutes, and policies, the following will be done:
  - A. Each page of Church minutes will be numbered and dated.
  - B. Proposals adopted in business meetings will be included in the minutes, along with the date of adoption. Any changes made to an originally written proposal will be written as adopted along with the date.

The foregoing Decision-Making Process was adopted by the Church August 22, 2001, and amendments were approved on May 26, 2010, August 21, 2016, April 4, 2018, and August 28, 2022.