

# **LAKE OF THE OZARKS BAPTIST ASSOCIATION CONSTITUTION**

**Adopted September 13, 2014**

**Revised September 9, 2017**

## **ARTICLE I – NAME**

This body shall be called the Lake of the Ozarks Baptist Association of the State of Missouri, incorporated June 7, 1984.

## **ARTICLE II – PURPOSE**

The Lake of the Ozarks Baptist Association is a family of churches working together to carry out the Great Commission by fostering fellowship, assisting one another, and starting new churches. In fulfilling this task, we join in cooperative partnership with the Missouri Baptist Convention and the Southern Baptist Convention.

## **ARTICLE III – OFFICERS OF THE CORPORATION**

The Trustees, Clerk and Treasurer will be the officers of the corporation, incorporated under the laws of Missouri.

## **ARTICLE IV – COMPOSITION**

This Association shall be composed of Southern Baptist Churches, located in Miller County or adjoining counties, exclusively aligned with the Southern Baptist Convention and the Missouri Baptist Convention.

This Association is a self-determining body under the Lordship of Christ. It determines its own membership and program, but has no authority over churches affiliated with it. However, the association may, upon invitation from a church, advise with that church.

Any church desiring to unite with this body shall present their Constitution, By-Laws and Statement of Faith to the Credentials Committee at any time. The applying church shall then send at least three [3] members to an Executive Board Meeting or Annual Meeting with a letter petitioning the Association for membership. The Association shall then vote after receiving the recommendation of the Credentials Committee.

A vote of two-thirds [2/3] of members present shall constitute acceptance of petitioning church to full membership in the Association with all rights, responsibilities and privileges accompanying such membership.

Should any church disqualify itself by: Failure to contribute financial support, advocating doctrines contrary to those of the BF& M 2000; or failure to send an Annual Church Profile and/or messengers for two years, the Credentials Committee will, upon failing to reconcile such church, recommend dismissal. A two-thirds majority vote in any annual session shall be required to withdraw fellowship from a church.

## **ARTICLE V – CHANGES**

This Constitution may be amended at the Annual Meeting by a two-thirds [2/3] vote of the messengers present, provided that notice of such amendment proposed shall have been presented at the previous, regularly scheduled, **Executive Board Meeting**.

Notice of any constitution amendments must be sent to the churches and messengers of the various participating associational churches.

## **BY-LAWS**

### **ARTICLE I – ANNUAL MEETINGS**

#### **SECTION 1 – ANNUAL MEETING**

The primary purpose is to give due consideration to all associational and denominational work fostered by the Association, to approve the Associational Budget and Calendar of Activities, elect associational officers, standing committees and program directors effective [October 1] starting the next fiscal year, and to choose dates and places for the coming years **Annual Meeting** and conduct other business as needed.

#### **SECTION 2 – REPRESENTATION**

The basis of representation shall be four [4] messengers from each church of 75 members or less, and one for each additional 50 members or major fraction thereof; provided that no church shall have more than ten [10] elected messengers. The senior pastor of member churches and the current Executive Board members shall also have full voting privileges. These last are in addition to the elected messengers.

#### **SECTION 3 – ORDER OF BUSINESS**

In Christian love and under the leadership of the Holy Spirit “Roberts Rules of Order”, newly revised, 11<sup>th</sup> edition, shall govern meetings.

## **SECTION 4 – RULES OF DECORUM**

**A.** All Annual meetings and Executive Board meetings of the Association shall be opened and closed with prayer.

**B.** All Annual meetings and Executive Board meetings of the Association shall be conducted according to Roberts' Rules of Order. The Moderator may appoint a parliamentarian whenever it is deemed necessary.

**C.** Only one person shall speak at a time, and do so only after being recognized by the moderator. The speaker shall confine himself to the subject in question and shall in no wise reflect on any other speaker, nor take advantage of anyone, but shall only give his views on the subject.

**D.** No person shall speak more than twice on any subject without consent of the body.

**E.** Voting by proxy shall not be allowed. All votes must be done in person by either show of hands or, if requested prior to voting, by secret ballot. All votes dealing with personnel matters must be done by secret ballot.

**F.** Any member who violates these rules or otherwise manifests a spirit contrary to the Spirit of the Gospel shall be reprimanded by the Moderator. If their conduct continues the offender can be dealt with according to Roberts' Rules of Order on decorum.

**G.** No appeal for funds shall be made at any session of the Annual meeting, nor shall any collection be taken at such meetings, except by permission of the Messengers.

**H.** These rules of decorum and/or Roberts Rules of Order may be amended or suspended for the duration of any single meeting by a two-thirds [2/3] vote of the body.

## **ARTICLE II – EXECUTIVE BOARD**

### **SECTION 1 – MEETINGS**

The Executive Board shall meet quarterly. The date, time and place shall be set by the Associational Calendar. The Moderator or Director of Missions shall call any special meetings of the Executive Board, which is deemed necessary upon one [1] week's written notice stating purpose and agenda of special meeting.

Nine [9] churches and a minimum of eighteen [18] voting members represented constitutes a quorum.

## **SECTION 2 – REPRESENTATION**

**Membership:** The Executive Board shall consist of two (2) members chosen by each church, plus the pastor of each church and mission church within the Association. The associational staff, officers, chairpersons of standing committees and program directors shall be ex-officio members without voting privileges unless they are the pastor of the church or elected to the executive board by their church. Membership and Executive Board representation of mission churches shall be figured in total of their sponsoring church.

## **SECTION 3 – CHURCH PARTICIPATION**

Each church shall include in its Annual Church Profile the name of the members of the Executive Board. If a church fails to name members to the Executive Board, the Moderator shall request the church fill the vacancy. In the event a member of the Executive Board absents himself from two [2] consecutive meetings without prior notice being given, his membership shall be declared vacant and Moderator will request the church elect another member to the Board.

## **SECTION 4 – RESPONSIBILITIES**

The duty of the Executive Board shall be to conduct any business of the Association, except as limited by the Constitution, the annual budget and other policy limits so set by the annual session, during the interval between the **Annual Meeting** of the association, direct the work and receive reports of the Director of Missions, associational staff, program directors, trustees and standing committees.

## **ARTICLE III – STAFF**

### **SECTION 1 – DIRECTOR OF MISSIONS**

The Association shall employ a Director of Missions to lead in planning, coordinating and promoting the work of the association among our cooperating churches.

When a vacancy shall occur, the moderator shall appoint a committee of five [5] to be approved by the Executive Board or Association in Annual Meeting. They shall be charged with the responsibility of seeking a man whom they shall recommend to the Executive Board for election. He shall appear in person for interview before the Executive Board prior to a vote. A two-thirds [2/3] affirmative vote of members present shall constitute a call as Director of Missions.

Upon a simple majority vote of the Executive Board, the Director of Missions may be discharged by the following means: the Moderator shall appoint a committee of five [5] pastors. After their study of the issues, if they feel that discharging is necessary, the Moderator shall call a special meeting of the Executive Board. A letter must be sent to

each pastor and board member sharing the conclusions of the committee, and stating the date, time and place of the meeting. A two-thirds [2/3] vote of representatives present shall be necessary to discharge the Director of Missions.

In the event of resignation or discharging of the Director of Missions, a thirty [30] day notification shall be given by either party.

**SECTION 2 – MINISTERIAL STAFF**

The Personnel Committee, when authorized by the Association and in cooperation with the D.O.M., shall be responsible for seeking out and presenting to the Executive Board any other ministerial staff for approval by the Executive Board.

**SECTION 3 – SUPPORT STAFF**

The Personnel Committee, in cooperation with the D.O.M., shall be responsible for managing support staff in accordance with the policies set forth in the Policy Manual.

**ARTICLE IV – OFFICERS, STANDING COMMITTEES,  
PROGRAM DIRECTORS AND TRUSTEES**

**SECTION 1 – ELECTION AND TERMS OF SERVICE**

All officers, standing committees, program directors and trustees shall be voted on at the Annual Meeting. They will assume office on October 1.

All standing committees and the Trustee board shall be composed of three [3] members, elected for a term of three [3] years with one [1] member rotating off each year. The exception to this rule will be the Nominating and Constitution Committees which shall each consist of five [5] members elected for a term of five [5] years with one [1] rotating off each year. Also, the Missions Committee will have 6 members with two [2] elected each year for three year terms.

**SECTION 2 – OFFICERS**

The officers of this body shall be Moderator, Assistant Moderator, Clerk, Assistant Clerk, Treasurer, and Assistant Treasurer. The officers of the Association shall serve as officers of the Executive Board.

The Moderator and Vice Moderator shall not serve more than 3 consecutive terms. Election to fill a vacancy shall not constitute a first term, Terms of service shall begin at the close of the meeting in which they are elected. There are no limitations on the number of consecutive terms other officers may serve.

### **SECTION 3 – STANDING COMMITTEES AND SPECIAL COMMITTEES**

Standing committees shall be: Personnel Committee, Missions Committee, Nominating Committee, Youth Committee, Program Committee, Auditing Committee, Camp Committee, Constitution Committee, Finance Committee and Credentials Committee. The Moderator may create special committees as need arises for specified purpose and time. Unless otherwise specified, special committees shall consist of three [3] members.

### **SECTION 4 – PROGRAM DIRECTORS**

Program Directors shall be: Christian Education, W.M.U., Baptist Men, Evangelism, Music, Pastoral Ministries, V.B.S. Family Ministries and Disaster Relief.

Program directors shall be elected annually and there will be no limitations on the number of consecutive terms they may serve.

### **SECTION 5 – TRUSTEES**

Chairman of the Trustees shall be the President of the Association. It shall be the duty of the Trustees to handle all legal matters of the Association. The Trustees shall also be responsible for the maintenance of the properties owned by the Association. They shall have the authority to spend money for emergency situations and to sell associational properties up to a set amount as detailed in the Policies and Procedures Manual.

### **SECTION 6 – CREDENTIALS COMMITTEE**

The Credentials Committee shall consist of 3 members appointed by the Moderator, of which at least 2 shall be ordained ministers. Each member shall serve a 3 year term.

The Committee shall have the responsibility of reviewing the Constitution, By-Laws and Statement of Faith of any church desiring membership in the Association to ascertain whether the church is operating as a Southern Baptist Church and its doctrine is consistent with that outlined in the Baptist Faith and Message 2000.

It is the committee's duty to make a recommendation to the association based upon their findings, to either accept or deny the church's petition.

It is also the responsibility of the Credentials Committee to follow through on any action concerning churches who are already members in the association as described in ARTICLE IV.

## **ARTICLE V – ASSOCIATIONAL COUNCIL**

### **SECTION 1 – ASSOCIATIONAL COUNCIL**

The associational staff, officers, chairmen of standing committees and program directors shall compose the Associational Council. The Director of Missions shall serve as Chairman. A simple majority (50%) of council members present at a meeting will constitute a quorum for business to be voted on.

The duties of the Council shall be to recommend a budget, plan and maintain a calendar of associational meetings and activities and to coordinate the work of the Association. The associational budget and calendar shall be effective October 1.

The outgoing council shall not make a calendar of associational activities for the new year because of new personnel.

The Associational Council shall conduct the business of the association between Executive Board meetings. The Executive Board in session can ratify or nullify the Associational Council's decisions.

### **SECTION 2 – YOUTH COUNCIL**

To plan, promote, conduct and evaluate activities, ministries and programs for the youth of the Association in cooperation with the Youth Committee and Youth Program Director.

## **ARTICLE VI – POLICIES AND PROCEDURES MANUAL**

A Policies and Procedures Manual will be maintained by the Associational Council to give guidance to the work of the Association, such as, its staff, officers, standing committees, other committees, program directors and other areas.

## **ARTICLE VII – CHANGES**

These By-Laws may be amended at the Annual Meeting by a two-thirds [2/3] vote of the messengers present; provided that notice of such proposed amendment shall have been given at the previous **Executive Board Meeting**.

Any proposed By-Law amendments shall be sent to the churches and messengers of the various participating associational churches.