

Article I. The Church Building: The principal Church Building of the Church shall be in Eads, Tennessee, or at such other places as the Church Board may from time to time appoint or the function of the Church may require. Use of the Church Building for activities, programs, or functions other than worship shall be governed by the Bethany Christian Church Use Policy and the Bethany Christian Church Wedding Policy.

Article II. The Church Year: The official year of the Church shall begin January 1st of each year. The fiscal year of the Church shall begin on January 1st of each year.

Article III. The Church Board: The Board shall hold its regular meeting on the third Monday of the odd months of the year. The Board shall hold special meetings as required on call of the Chairman or upon the request of seven (7) or more members of the Board. Seven (7) or more members must be present to constitute an official Board Meeting. Fifty-one (51%) percent of members present will constitute a majority vote.

Section 3.01 The Board shall observe the following Order of Business:

- (a) Call to order, devotional and prayer.
- (b) Read and approve minutes of previous meetings.
- (c) Report by Minister and Associate Minister. (d) Report by Financial Secretary (Treasurer).
- (e) Report by Departments.
- (f) Discuss and/or complete old business
- (g) Discuss and/or complete new business, recommendations and resolutions.
- (h) Allow opportunity for any Church member to present suggestions to the Board. (i) Adjourn with prayer.

Section 3.02 Board Policy Decisions

- (a) Treasurer
 - (i) Approval Authority for Expenditures
 - 1) Congregation approves expenditures greater than \$5,000 2) The Board approves expenditures up to \$5,000.
 - 3) The Board chairman approves expenditures up to \$1,000.
 - 4) Department Heads approve expenditures up to \$500.
 - 5) In case of emergency deemed by the Chairman of the Board, Treasurer and Trustees, expenditures will be allowed without restrictions of Article III, Section 3.02.
- (b) Church Operations
 - (i) Canceling Sunday Services: The Board Chairman in consultation with the Minister and Elders will decide if conditions warrant cancellation of Sunday services. Every reasonable effort will be made to notify members through the media, phone tree, or email.

Article IV. Church Administration & Policy Statements:

Section 4.01 Functional Departments: The task of administering the program of the Church shall be delegated to the following functional departments:

- (a) Worship and Music.
- (b) Christian Education.
- (c) Outreach.

(d) Department of Operations.

Section 4.02 Department Organization: Each functional department shall organize and be prepared to conduct its business from January 1st each year through December 31st. Each functional department shall meet regularly to attend to its part of the Church work and plan its general program which shall be presented to the Board. Upon approval of the Board, the department shall proceed to administer its program in cooperation with the other functional departments. Written reports shall be made to the Board at each regular meeting.

Section 4.03 Department Budgets: Each functional department shall present to the Treasurer, no later than October 15th of the current Fiscal Year, a written proposed budget for the following year, for their department. The Treasurer will present a complete budget to the Board at the November meeting for approval.

Section 4.04 Special Committees: The Chairman of the Board may appoint special committees as needed to examine issues and opportunities and to bring recommendations to the board for action. The membership of each functional department shall be selected in the following manner, subject to the confirmation of the Board:

- (a) The Minister and Officers of the Board shall constitute a committee to select the respective department chairmen.
- (b) The Committee shall then act with the respective department Chairmen in the selection of members of each department.
- (c) Membership of each functional department shall be on the basis of qualifications for the task.

Section 4.05 Statement of Biblical Authority: The statement of faith does not exhaust the extent of our faith. The Bible itself, as the inspired and infallible Word of God that speaks with final authority concerning truth, morality, and the proper conduct of mankind, is the sole and final source of all that we believe. For purposes of church doctrine, practice, policy, and discipline, our pastor and elders are the church's final interpretive authority on the Bible's meaning and application.

Section 4.06 Statement on Marriage and Sexuality: We believe that term "marriage" has only one meaning and that is marriage sanctioned by God which joins one man and one woman in a single, exclusive union, as delineated in Scripture.

- (a) We believe that God intends sexual intimacy to only occur between a man and a woman who are married to each other. We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.
- (b) We believe that any form of sexual immorality, such as adultery, fornication, homosexuality, bisexual conduct, bestiality, incest, pornography or any attempt to change one's sex, or disagreement with one's biological sex, is sinful and offensive to God.
- (c) We believe that in order to preserve the function and integrity of the church as the local Body of Christ, and to provide a biblical role model to the church members and the community, it is imperative that all persons employed by the church in any capacity, or who serve as volunteers, should abide by and agree to this Statement on Marriage and Sexuality and conduct themselves accordingly.
- (d) We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ.

- (e) We believe that every person must be afforded compassion, love, kindness, respect, and dignity. Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with scripture nor the doctrines of the church.

Article V. Functional Departments' Procedures & Policies:

Section 5.01 Worship and Music

- (a) Plan for the worship services of the Church and the stimulation of adequate and effective worship in the various auxiliary organizations of the Church.
- (b) Supply and staff Communion and Baptism Services.
- (c) Develop a program of personal devotional life throughout the entire membership.
- (d) Develop the musical program of the Church, including supervision of all choirs, musical instruments and musical groups.
- (e) Supervise the ushering at worship services.
- (f) Provide and supply Ministers during the Minister's absence.
- (g) Prepare and recommend the annual budget for the worship program of the Church.

Section 5.02 Christian Education

- (a) Supervise and administer the Church School, including election and training of all teachers and helpers.
- (b) Select and recommend to the General Board any Education employees, including Director of Religious Education, Young People's workers, etc.
- (c) Promote an adequate program of leadership education.
- (d) Supervise and administer Vacation Church School and weekday religious education programs, special classes, schools for Christian living, forms, etc.
- (e) Supervise the Chi Rho Fellowship, Christian Youth Fellowship and the Disciples Student Fellowship program in the Church.
- (f) Create and promote a program of Christian Family Life.
- (g) Maintain a Church Library (in cooperation with other interested departments).
- (h) Supervise the use of special educational equipment of the Church.
- (i) Prepare and recommend the annual budget for the Church School.

Section 5.03 Outreach

- (a) Create and foster a world vision within the Church and its auxiliary organization.
- (b) Lead in planning and administering the world program of the church.
- (c) Enlist support for missions and brotherhood causes in the Church.
- (d) Keep records of all missionary giving and action in the Church
- (e) Supervise the Week of Compassion observance and the annual School of Missions, etc.
- (f) Promote District, State, National, and World Conventions.

Section 5.04 Department of Operations (a)

Evangelism:

- (i) Develop a concern for evangelism on the part of the entire membership of the Church.
- (ii) Develop and promote a continuing year-round program of evangelism.
- (iii) Plan and administer special evangelistic projects such as evangelistic meeting,

personal evangelistic visitation efforts, etc.

- (iv) Encourage evangelism in the Church, Chi Rho Fellowship, Disciples Student Fellowship, Christian Women's Fellowship, Christian Youth Fellowship, etc.
- (v) Maintain up-to-date and comprehensive evangelistic responsibility roll.
- (vi) Prepare and recommend the annual budget for the evangelistic program for the Church.

(b) Membership:

(i) Membership Department Responsibilities

- 1) Work closely with the Minister in offering guidance in church relations to the members.
- 2) Seek to be of assistance in solving the problems of the Church.
- 3) Give nurture to the membership through regular contacts by visitation, telephone and/or correspondence.
- 4) Promote the social life of the Church program.
- 5) Organize calling on new members and others in need of ministry.
- 6) Conduct every member visitations for the cultivation or fellowship.
- 7) Prepare and recommend the annual membership budget.
- 8) Maintain a database, with relevant information to support the church's ministry, of all members, in accordance with Article V, Section 5.04, b, ii, Policy and iii, Membership Classification.

(ii) Membership Policy

- 1) The membership of this Church shall be composed of individuals who are believers in the Lord Jesus Christ and affirm the tenets of the Bethany Christian Church Constitution, and who offer evidence, by their confession and their conduct, that they are living in accord with their affirmations and this Constitution and Bylaws, and are actively pursuing and continuing in a vital fellowship with the Lord, Jesus Christ. The membership of the Church shall have final authority in all matters of church governance, as set forth and described in the Bylaws.
- 2) The membership of this church shall consist of those whose names appear on the membership roll of the congregation and those who shall unite with it by baptism or by transfer of membership.
- 3) All members listed on the membership rolls are considered to be part of the total membership, regardless of residence or degree of participation.
- 4) Voting members must be a member at least nine months and attend on a regular basis or approximately seventy-five percent (75%) of the Sundays per year. Members who are shut-in or have work related absences are exempt from the attendance rule.
- 5) In accordance with guidelines listed in this article, the Board shall be responsible for removing persons from the membership rolls. Before taking such action the Board shall make all reasonable, diligent, and prayerful efforts to ensure its wisdom. Persons who may be removed from the membership roll are those who have:
 - a) Transferred their membership elsewhere;
 - b) Asked in writing to be removed from the roll;
 - c) Moved from the area, been inactive, and have not expressed an interest in remaining a congregation member;

- d) Not participated in the church through attendance, service or giving for more than two years despite contacts or diligent attempted contacts by representatives of the church.
- e) Exhibited behavior or beliefs that are deemed detrimental to the mission of Bethany Christian Church.
- 6) Reinstatement: Any person who has been removed from the membership roll may be reinstated at any time by renewed participation and/or submitting a request to the minister. The minister will notify membership to update the rolls.
- (iii) Membership Classifications
 - 1) Active/Voting Member: Must be a member at least nine months and attends on a regular basis or approximately seventy-five percent (75%) of the Sundays per year. Members who are shut-in or have work related absences are exempt from the attendance rule.
 - 2) Participating/Non-Voting Member: Attends church during the year and participates in church events and giving, but doesn't meet the attendance requirement to be a voting member.
 - 3) Semi-Active Member: Attends church infrequently and/or participates in church events or giving within the last two years.
 - 4) Inactive Member: Absent from worship, Sunday School, fellowship, and/or giving for more than two years.
- (c) Property: This committee shall be responsible for the general upkeep of all Church property, presenting to the Official Board a statement of any needed repairs, paint or repairs needed to keep all Church property in good repair.

Article VI. Special Committees

Section 6.01 Purpose: It shall be the purpose of this committee to plan with the Minister and assist in administering any special programs in keeping with the policies of the Board.

Section 6.02 Membership: Membership of the Special Committee shall consist of:

- (a) The Minister, who shall act as chairman.
- (b) The Chairman of the Board.
- (c) Other members shall be selected by the Minister and the Chairman of the Board as deemed necessary, and may include the Chairmen of the Functional Departments.

Section 6.03 Duties: This Special Committee shall be responsible for:

- (a) Study the needs of the Church, evaluating its present activities and planning future programs.
- (b) Performing such other duties as may be assigned.

Article VII. Action By Consent

Whenever the Church Board is required to take an emergency vote where it is impossible to call a meeting - a vote may be taken by telephone by the Board Chairman, and must be followed up by written confirmation from the Board members setting forth the action taken and signed by all persons entitled to vote. Official vote shall be the same as referred to in the section entitled "THE CHURCH BOARD" page 1 of this document.

Article VIII. Amendment Of Bylaws

These Bylaws may be modified, added to, or repealed by either a majority vote of the members represented at any duly constituted meeting of members or a majority vote of the entire Church Board. Any change in the Bylaws made by the Church board, must be published in the church newsletter for two (2) consecutive months. The congregation however, may amend or repeal changes to the Bylaws by a seventy-five percent majority vote.