

Bylaws

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33 Church Membership

34 Purpose and Goal of Membership

35 Membership within the Church exists to glorify God through unified fellowship, mutual
36 edification, and faithful service in advancing the Gospel. Members are encouraged to live as
37 genuine disciples of Jesus Christ, reflecting His love and truth in their personal and collective
38 witness.

39

40 Candidacy

41 Membership in the universal Church—the Family of God—is granted through faith in the Gospel
42 of Jesus Christ, publicly expressed through baptism.

43 Membership in this local body of believers further requires:

- 44 1. **Baptism** by Immersion: Either previously received as a believer or administered upon
45 joining, in accordance with the historic practice of Baptist churches.
- 46 2. **Agreement**: Agree to cooperate harmoniously with the church's Faith Summary
47 (available in the appendix of this document), seeking unity in faith and practice and
48 refraining from speaking or acting against it.
- 49 3. **Orientation**: Completion of a prospective membership orientation class is strongly
50 recommended to foster informed and engaged participation.

51 Membership may be granted through one of the following methods:

- 52 1. **Transfer** of Membership: From a church of like faith and order, by letter of transfer.
- 53 2. **Statement** of Faith: When a letter of transfer cannot be obtained—such as from a
54 dissolved or unlocatable church—upon a credible of faith and baptism from a church of
55 like faith and order.¹
- 56 3. **Declaration** of Faith: For individuals with no prior church membership or no affiliation
57 with a church of like faith and order. In this case, membership is granted upon meeting
58 the requirements above and, if needed, receiving baptism by immersion.

59 A majority vote of active members present at a regular or special business meeting shall be
60 required to approve any candidate for membership.

61

¹ Like Faith and Order simply refers to a church that substantively operates and believes the same as expressed in these bylaws and our faith summary and statement.

62 **Rights of Membership**

63 Membership in the church includes the following rights:

- 64 1. **Christian Accountability and Leadership:** Members are accountable to one another in
65 their Christian walk. As well as Spiritual guidance by the church's pastors and ministers.
- 66 2. **Leadership Eligibility:** Church leadership is reserved for active members.
- 67 3. **Voting Rights:** Active members, **age 16 or 18** and older, will vote on significant matters,
68 including:
- 69 ○ Annual operating budget and elected leadership.
 - 70 ○ Indebtedness for real estate purchase or construction.
 - 71 ○ Cumulative indebtedness exceeding 2% of the annual budget for other matters.²
 - 72 ○ A single purchase at or exceeding 5% of the previous fiscal year's undesignated
73 contributions.³
 - 74 ○ Amendments or restatements to the constitution, bylaws, or faith summary or
75 statement.
 - 76 ○ Disposition of substantially all church assets.
 - 77 ○ Merger or dissolution of the church.
 - 78 ○ Removal of a member following church discipline.
 - 79 ○ Confirmation or calling of pastors.
 - 80 ○ Accepting of new members
 - 81 ○ Other extraordinary actions deemed necessary by pastors or Ministry Teams.

82 **Notification:** All items requiring a vote will be communicated to the church at least 14 days in
83 advance.

84 **Voting Method:** All votes are taken in person and are public with the exception of Church
85 Discipline.⁴ Unless otherwise stated votes require a simple majority threshold to pass.

86 **Delegation and Authorization:** The Church delegates authority to the appropriate staff
87 members and/or Ministry Teams to make all other administrative and operational decisions not
88 specifically outlined above.

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² The Stewardship Team is authorized with advice and consent of the pastor and trustees to enter into small-scale financial agreements on behalf of the church, such as leases for office equipment or service contracts similar in nature to cell phone or internet plans. These agreements may involve modest debt or ongoing financial commitments. While the team has discretion in such matters, the cumulative indebtedness incurred through these agreements should remain reasonable and not place undue burden on the church. The church body should be informed of any such agreements to ensure transparency and accountability.

³ In this case the idea is the expenditure of cash on hand.

⁴ The intent of this policy is twofold: (1) the results of all votes should be publicly disclosed (e.g., 60% in favor, 40% opposed), and (2) voting should ordinarily be conducted publicly, with members expressing their vote by standing, raising a hand, or speaking. However, in cases where it is necessary to confirm membership status, a ballot vote may be used.

90 **Membership Expectations**

91 Church Members are considered Active Members when they regularly meet within their abilities
92 the following expectations unless good cause is given.

- 93 1. **Attendance** of Worship Gatherings and/or Small Groups⁵
- 94 2. **Volunteer** service in some aspect of church life and/or programming
- 95 3. **Financial** contribution and support
- 96 4. Continued **harmonious cooperation** of the church's Faith Summary

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98 **Inactive Membership**

99 Members who neglect participation in at least three of the Membership Expectations for six
100 months without good cause⁶ will be placed on the inactive roll. Inactive members may not vote
101 and are ineligible for leadership roles. Inactive members may be reinstated as active members
102 upon repentance, reaffirmation of commitment to membership expectations and faithful
103 participation.

104

105 **Removal of Membership**

106 Church membership is relinquished and the individual's name removed from the membership
107 roll for any of the following reasons:

- 108 1. Death.
- 109 2. Request for removal by the member.
- 110 3. Transfer of membership to another church.
- 111 4. Failure to uphold Membership Expectations for more than 18 months, following
112 admonishment.
- 113 5. Unrepentant sin leading to church discipline.

114

115 **Church Discipline**

- 116 1. **Definition:** Church discipline addresses members who are neglectful of their Christian
117 duties or engage in conduct dishonoring to Jesus Christ and detrimental to the church's
118 welfare. Following the biblical instructions in Matthew 18:15–17, discipline occurs when
119 private admonition fails.

⁵ Both public worship gatherings and small groups are expected of members, however attendance is only tracked in the small groups and thus is the "attendance" standard that is considered when evaluating active status

⁶ Situations such as the [unforeseen major expenses](#), loss of a job, nursing homes stays, rehab, professional or military service in which the individual is physically incapable of attending, [legal proceedings](#), [highly contagious illness](#), [family obligations or the like](#).

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2. **Steps of Discipline:**

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- Private admonition by pastors, ministers or other members.
 - Suspension from certain privileges (e.g., the Lord's Supper etc.) for a definite period.
 - Removal from leadership or office.
 - Removal of Membership, if necessary, provided the member in question is given seven days advance notice and an opportunity to be heard at such meeting prior to the vote.

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3. **Restoration:** The church may restore to membership any person previously excluded, upon request of the excluded person, and by two-thirds vote of members present at a regular or special business meeting upon evidence of the excluded person's repentance and reformation

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4. **Purpose:** The purposes of church discipline are:

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- **Repentance and Growth:** To encourage repentance, reconciliation, and spiritual growth in the disciplined member (e.g., Proverbs 15:5, Galatians 6:1).
 - **Instruction for Others:** To provide a godly example and instruction in righteousness to the congregation (e.g., 1 Timothy 5:20, Titus 1:11).
 - **Church Spiritual Health:** To maintain the church's holiness and integrity (e.g., Ephesians 5:27, 1 Corinthians 5:6–7).
 - **Witness to Non-Believers:** To uphold the church's testimony before the world (e.g., Matthew 5:16, John 13:35).
 - **Glory to God:** To reflect God's holy character (e.g., Deuteronomy 5:11, 1 Peter 2:12).

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5. **Mediation:** Members agree to resolve disputes with the church through mediation before pursuing legal action. Mediation will:

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- Be conducted by a mutually agreed-upon mediator.
 - Follow the Rules of Procedure for Christian Conciliation (Institute for Christian Conciliation).
 - Remain confidential, with outcomes not admissible in legal proceedings.

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This provision does not apply to allegations of criminal conduct. Any suspected or known criminal activity—including abuse, exploitation, or financial misconduct—shall be reported promptly to the appropriate civil authorities, and the church will fully cooperate with any investigation. Nothing in this provision is intended to discourage or prevent any individual from reporting suspected criminal conduct to civil authorities.

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This process reflects the biblical principle of resolving disputes within the church community (1 Corinthians 6:1–7).

157 **Pastors and Staff**

158 **Pastors**

159 **Qualifications**

- 160 1. Pastors must meet the Qualifications of a Pastor. These qualifications are outlined in the
161 appendix to this document.
- 162 2. Each pastor must also be an active, giving, and serving member of the church.
- 163 3. Additional qualifications in the job description.

164 **Responsibilities**

165 Pastors oversee the ministry and resources of the church. Their primary focus is:

- 166 1. Prayer and the ministry of the Word (Acts 6:1–6).
- 167 2. Shepherding the congregation (1 Peter 5:1–4).
- 168 3. Examining and instructing prospective members.
- 169 4. Conducting worship services and overseeing baptism and communion.
- 170 5. Equipping members for ministry and encouraging sound doctrine.
- 171 6. Administering church discipline and promoting global missions.
- 172 7. Ensuring that all who minister the Word align with the church's fundamental convictions.

173 **The Lead Pastor**

- 174 1. The Lead Pastor is recognized as particularly gifted and called to full-time ministry,
175 focusing on preaching, teaching, and administration of ordinances.
- 176 2. The Lead Pastor oversees the staff, administration, and ministries of the church.

177 **Lead Pastor Selection**

- 178 1. A selection team of 7–9 members, nominated by the Nominating Team and approved by
179 the congregation, will work to identify a candidate after seeking advice and counsel from
180 the Texas Baptists.
- 181 2. The new Lead Pastor will be called upon a three-fourths majority vote of the active
182 members present at a duly called church conference.
- 183 3. During the interim period, the Trustees will serve as the church's administrative
184 authority. The composition of the Trustees will not change until a new Lead Pastor is
185 secured, except in cases of death, incapacity, resignation, relocation, or other
186 extraordinary circumstances that make continued service impossible, in which case a
187 replacement may be appointed or elected in accordance with these bylaws.
- 188 4. The Lead Team, as defined in these bylaws, may secure one or more individuals to cover
189 the preaching responsibilities. However, the administrative duties of the church including
190 the management of the staff are to be the responsibility of the Trustees

191 **Lead Pastor Dismissal**

- 192 1. The church may vacate the Lead Pastor's position by a majority vote of the Lead Team
193 (excluding the Lead Pastor) and a three-fourths majority vote of active members at a duly
194 called church conference.
- 195 2. Notice of such action must be given at least 14 days in advance during a regular Sunday
196 service, and it must be communicated by a member of the Lead Team. During this 14-day
197 period, the Lead Pastor will be placed on administrative leave.
- 198 3. The Lead Pastor must be informed of any charges and given an opportunity to address the
199 congregation.
- 200 4. The Lead Team may release the Lead Pastor earlier than the notice period, and may
201 provide an appropriate severance not to exceed 60-days of pay and benefits as determined
202 by the Human Resources Team.

203 **Lead Pastor Resignation**

- 204 1. The Lead Pastor may resign at any time, providing at least 14 days' notice.
- 205 2. The Lead Team may release the Lead Pastor earlier than the notice period.

206 **Associate Pastors**

- 207 1. Additional pastors may be called as associates to assist the Lead Pastor.
- 208 2. These roles may include titles such as Executive or Associate Pastor and are tailored to
209 support the Lead Pastor's responsibilities.

211 **Church Staff**

212 **Tiers, Hiring and Termination**

213 The church shall operate with three distinct tiers of staff employment, in addition to that of
214 the Lead Pastor. ⁷ Each tier is primarily defined by the nature and scope of responsibility and
215 authority.

216 All personnel decisions must comply with the Human Resources Policy Manual.

⁷ The church recognizes four employment tiers: **Lead Pastor, Tier One, Tier Two, and Tier Three**. These tiers are solely intended to indicate employment levels and should not be interpreted as theological or ecclesiological rankings.

217 Tier One (Executive)

218 This tier includes all pastoral staff and any roles with overarching, church-wide authority. This
219 includes, but is not limited to, the Executive Pastors, Associate Pastors and other senior
220 executive positions.

221 **Hiring:** Individuals in this tier require the recommendation of the Lead Pastor and must
222 be approved by a majority vote of both the Human Resources Team and the active
223 members present at a duly called Church Conference.

224 **Termination:** Termination requires the action of the Lead Pastor and the approval of the
225 Lead Team. All terminations must follow the procedures outlined in the Human
226 Resources Policy Manual.

227 Tier Two (Minister/Administrator)

228 This tier includes ministers and directors with responsibility over defined areas of ministry or
229 administration.

230 **Hiring:** Requires the recommendation of the Lead Pastor and a majority vote of the
231 Human Resources Team. No Church Conference vote is necessary.

232 **Termination:** May be initiated by the Lead Pastor and/or the staff member's immediate
233 supervisor, following approval of the Human Resources Team. Terminations must adhere
234 to the Human Resources Policy Manual.

235 Tier Three (Professional)

236 This tier includes support staff employed to assist church leadership. In addition to regular staff,
237 the church may engage contract or temporary personnel such as interns, residents, or ministry
238 trainees. These individuals serve under the direction of a supervisor with the approval of the
239 Lead Pastor. Terms of service must align with guidelines set forth in the Human Resources
240 Policy Manual.

241 **Hiring:** Conducted by the relevant Supervisor with the consent of the Lead Pastor
242 following the notification of the Human Resources Team.

243 **Termination:** May occur at-will by the Supervisor and Lead Pastor, following the
244 notification of the Human Resources Team, subject to the Human Resources Policy
245 Manual.

246 Qualifications

- 247 1. All tier one and two staff must meet the Qualification of a Pastor or Servant Leader.
- 248 2. Teach and affirm the church's faith summary and statement in all private and public
- 249 venues and mediums.

250 3. Other requirements as specified by the specific job description.

251 **Responsibilities**

- 252 1. Staff responsibilities are determined by the pastor(s) or supervisor and detailed in written
253 job descriptions.
254 2. Staff must adhere to the Church Human Resources Policy Manual issued by the Human
255 Resources Team.

256 **Duration of Service**

257 All church staff serve indefinitely at the discretion of the pastor(s), subject to the terms and
258 procedures set forth in the Human Resources Policy Manual.

259 **Grounds for Termination**

260 Staff employment may be terminated for any of the following reasons:

- 261 1. Voluntary resignation.
262 2. Dismissal due to immorality, misconduct, or failure to perform assigned duties.
263 3. Any cause or process specifically outlined in the Human Resources Policy Manual.

264 **Staff Vacancies During a Lead Pastor Vacancy**

265 In the event of a Tier 1 or Tier 2 staff vacancy occurring during a Lead Pastor vacancy, the
266 position may be filled on a temporary or interim basis. The Human Resources Team will
267 determine the appropriate tier designation for the interim or temporary hire.

268 Lay Leadership

269 Church Officers

270 Qualifications and Conduct

271
272 Church officers must:

- 273 1. Be active and faithful members, participating in worship, service, and financial support.
- 274 2. Promote unity and avoid behavior that could be perceived as unethical or divisive.
- 275 3. Meet the biblical qualifications of a Servant Leader, as defined in the appendix of these
- 276 bylaws.

277 Terms and Rotation

- 278 1. All officer roles, with the exception of Trustees, are elected to one-year terms.
- 279 Individuals may not serve more than three consecutive terms in the same role.
- 280 2. Officers are nominated annually by the Nominating Team and confirmed by a majority
- 281 vote of the active members present at a duly called Church Conference.
- 282 3. The Trustee body shall consist of five (5) members serving staggered five-year terms.
- 283 One Trustee shall rotate off and be replaced each year.
- 284 4. Trustees are nominated by the Nominating Team and confirmed by a majority vote of the
- 285 active members present at a duly called church conference.
- 286 5. All officers must be active members of the church in good standing for at least two (2)
- 287 years prior to nomination and throughout their term of service.

288 General Governance Rules

- 289 1. No individual may serve in more than one officer position at the same time.
- 290 2. All Pastors are considered officers of the church by virtue of their calling and position.

291 292 293 Designated Officers

294
295 The designation of church officers identifies those authorized to make decisions, execute
296 documents, manage church operations, and represent the church in legal and financial matters.
297 This designation provides clarity, ensures accountability, defines roles and responsibilities, and
298 establishes an orderly chain of command for effective governance and external transactions.

299
300 The following individuals are designated as Church Officers and are entrusted with leadership
301 and administrative responsibilities essential to the ministry and governance of the church, as
302 approved by the congregation:

- 303
- 304 • All pastors
- 305 • Tier 1 and 2 Staff

- 306 • The Clerk
- 307 • The Treasurer
- 308 • The Trustees
- 309 • Deacon Chair

310

311 **Officers Roles**

312 **Trustees**

313 **Role and Authority**

314 The Trustees serve as the legal representatives of the congregation, safeguarding church property
 315 and overseeing legal and financial matters in accordance with applicable laws, the church's
 316 governing documents, and the direction of the congregation.

317 **Responsibilities**

318 Trustees are authorized, as approved by the congregation, to:

- 319 • Buy, sell, lease, or transfer real or personal property.
- 320 • Obtain mortgages or loans.
- 321 • Execute contracts and incur obligations of substantial value.
- 322 • Authorize disbursement of church funds.
- 323 • Monitor the proper handling of church assets.
- 324 • Review church policies to ensure they are current, comprehensive and aligned with the
 325 church's mission.
- 326 • A majority of Trustees' signatures is required for all legal documents.

327 Each year the Trustees shall elect a Chairperson and a Secretary from among their members to
 328 serve one-year terms. The Chairperson convenes and guides meetings and represents the
 329 Trustees as needed, and the Secretary maintains accurate records of Trustee actions. Neither role
 330 may be held for consecutive terms.

331 **Interim Administrative Authority**

332 In the event of a Lead Pastor vacancy, the Trustees shall serve as the church's administrative⁸
 333 authority until a new Lead Pastor is called, in accordance with these bylaws and congregational
 334 policy.

335

⁸ This provision does not diminish the responsibilities or authority of any staff members serving during a Lead Pastor vacancy, but is intended to support them in carrying out functions typically assigned to the Lead Pastor.

336 **Treasurer**

337 **Responsibilities:**

- 338 • Receiving, preserving, and disbursing funds or things of value given to the church.
339 • Keeping an itemized account of all receipts and disbursements.
340 • Presenting a report of receipts and disbursements to the church at regular intervals.
341 • Ensuring periodic audits of financial records by a public accountant.

342 Financial records are the property of the church and will be retained accordingly.

343

344 **Clerk**

345 **Responsibilities:**

- 346 • Keeping a suitable record of all official church actions.
347 • Maintaining a register of members, including dates of admission, dismissal, death, or
348 erasure, and a record of baptisms.
349 • Issuing letters of dismissal as approved by the church.
350 • Preserving official communications and reports.
351 • Providing required notices for meetings as specified in these bylaws.
352 • Preparing the annual church letter to the association.

353 Clerical responsibilities may be delegated to a staff member to assist the elected Clerk.

354 All church records remain the property of the church.

355

356 **Moderator**

357 The Lead Pastor or his designee will serve as Moderator to guide the Church Conferences and
358 business meetings in accordance with the Rules of Procedure.

359 In the absence of a Lead Pastor, the Clerk shall open the Church Conference and oversee the
360 selection of a Moderator to preside.

361 **Ministry Teams**

362 **Definition**

363 For the purposes of church governance and administration, *Ministry Teams* shall be defined as
 364 the standing teams of lay leadership established to assist in guiding and supporting the mission,
 365 ministries, and operations of the church. This designation collectively includes all Ministry
 366 Teams, the Deacon Team, and the Lead Team.

367 **Purpose**

368 Ministry Teams are formed to support the vision, ministry, and operations of the church. These
 369 teams serve as advisory and administrative bodies, enabling lay leaders to partner with the
 370 pastoral staff in fulfilling the church's mission. Each team operates as a representative body of
 371 the church, entrusted with decision-making authority within a clearly defined scope of
 372 responsibility.

373 **Formation and Dissolution**

374 With the exception of the Deacon Team and Lead Team, Ministry Teams shall be established on
 375 an as-needed basis. A Ministry Team may be dissolved when its responsibilities are assumed by
 376 church staff or when its function no longer aligns with the church's mission, priorities, or
 377 operational capacity. The formation and dissolution of Ministry Teams shall be recommended by
 378 the Lead Team with a congregational vote to change these bylaws.

379 **Qualifications**

380 Members of Ministry Teams must:

- 381 1. Be active church members who meet attendance, financial contribution, and length-of-
 382 membership requirements as determined by the Nominating Team.
- 383 2. Meet the biblical Qualifications of a Servant Leader.

384 **Composition**

- 385 1. Ministry Team composition will aim to reflect the church's diversity (gender, race,
 386 generation, etc.)
- 387 2. Each team will consist of six members unless otherwise defined, plus the Lead Pastor or
 388 staff designate.⁹
- 389 3. In addition, one active member between the age of 16-18 may be nominated to serve as a
 390 non-voting member of each Ministry Team. Such non-voting members may be dismissed
 391 by the Chair for matters of sensitivity [such as personnel matters](#).
- 392 4. Efforts will be made to ensure that members bring relevant skills and experiences to their
 393 respective teams.
- 394 5. Immediate family members shall not serve concurrently on the same Ministry Team.
- 395 6. Apart from the Lead Team, members may not serve on more than one Ministry Team, be
 396 employed by the church or the immediate family member of any staff member without

⁹ The staff delegate serves to ensure communication and continuity between staff and lay leadership, and is not present to direct, control, or act as an informant for staff.

- 397 approval by the Lead Team and a special, majority, vote of active members at a duly
 398 called church conference.
 399 7. All Ministry Team members will be nominated by the Nominating Team and elected by a
 400 church vote. Nominees for the Nominating Team will be made by the Lead Team and
 401 confirmed by church vote.

402 **Terms of Service**

- 403 1. Ministry Team members will serve three-year terms, with a yearly recommitment, to
 404 ensure fresh perspectives and shared leadership opportunities.
 405 2. Members may not serve consecutive terms without at least a one-year hiatus unless
 406 otherwise approved by the Lead Team and a special, majority, vote of active members at
 407 a duly called church conference.

408 **Leadership and Expectations**

- 409 1. Each team will annually select a Chairperson and a Secretary for a one-year term.
 410 ○ The Chair sets agendas in consultation with pastoral staff and represents the team
 411 on the Lead Team.
 412 ○ The Secretary maintains accurate minutes, submitting them to the church office
 413 and the clerk, for record-keeping and team approval.
 414 ○ Neither position may serve consecutive terms.
 415 2. Ministry Team members are expected to:
 416 ○ Attend all regular team meetings and respond to team communication in a timely
 417 manner.
 418 ○ Promote church unity and maintain confidentiality in discussions and decisions.

419

420 **Specific Teams**

421 **Stewardship Team**

422 **Purpose:** To oversee the judicious management of the church's financial resources, ensuring
 423 integrity and accountability.

424 **Responsibilities:**

- 425 • Initiate and lead the annual budget process by setting preliminary allocations for each
 426 ministry/team, collaborating with them to refine amounts, and retaining overall
 427 responsibility for budget creation while ministries/teams manage approved funds within
 428 established controls.
 429 • Present the annual budget to the congregation for approval.

- 430 • Review monthly expenditures and, in partnership with the Church Administrator¹⁰,
 431 enforce adherence to budgeted spending limits with grace and flexibility while ensuring
 432 financial health.
 433 • Maintain oversight of financial policies and controls.
 434 • Work with staff on significant non-budgeted expenditures and funding allocations.
 435 • Ensure regular third-party audits of the church's financial records.

436 **Human Resources Team**

437 **Purpose:** To assist pastors with personnel management and policy development.

438 **Responsibilities:**

- 439 • Advise and consent on staffing, tier assignments, and job descriptions and establish
 440 salaries and benefits in coordination with the Stewardship Team.
 441 • Where needed approve hirings and terminations.
 442 • Review annual performance evaluations.
 443 • Oversee personnel policies, ensuring compliance with legal standards.
 444 • Assist with staff recruitment, celebrations and transitions.

445 **Buildings and Grounds Team**

446 **Purpose:** To ensure the church's physical campus remains safe, functional, and well-maintained.

447 **Responsibilities:**

- 448 • Oversee repairs, maintenance, and campus improvement projects.
 449 • Monitor facilities budgets and work with staff to prioritize needs.
 450 • Maintain a biennial property review and report including a personal property inventory.

451 **Nominating Team**

452 **Purpose:** To identify and present qualified candidates for all Officers, Ministry Teams and
 453 Deacons.

454 **Responsibilities:**

- 455 • Develop and oversee the process for selecting candidates.¹¹
 456 • Interview and vet all nominees to ensure alignment with church values and qualifications.
 457 • Strive for a diverse and representative pool of nominees across the whole of the ministry
 458 teams and other nominated leadership roles.

459 **Missions Team**

460 **Purpose:** To coordinate the church's local and global mission efforts.

461 **Responsibilities:**

- 462 • Maintain active relationships with supported missionaries and mission organizations.

¹⁰ In the absence of a Church Administrator, the Stewardship Team will carry out this responsibility in cooperation with the Lead Pastor, maintaining the same standards of accountability and alignment with church leadership.

¹¹ It is expected that the Nominating Team will utilize the assistance of other groups and volunteers as appropriate. In particular, the Deacon Team may assist in identifying and vetting potential deacon candidates, given the number of nominees required each year.

- 463 • Obtain and review an annual report from each mission partner.
- 464 • Invite mission partner representatives to engage with the church when feasible and
- 465 economical.
- 466 • Visit foreign mission partners on the field, when feasible and economical, and report
- 467 back to the church.
- 468 • Promote missions' awareness within the church.¹²
- 469 • Administer the distribution of mission funds, including budgeted and designated
- 470 contributions not otherwise pre-allocated.

471 **Safety Team**

472 **Purpose:** To protect the church community by implementing security measures against potential
 473 physical threats and enforcing policies that ensure the safety of children and vulnerable
 474 individuals.

475 **Responsibilities:**

- 476 • Develop and oversee a church security plan, including emergency response protocols for
- 477 active threats.
- 478 • Train and coordinate a security response team, including collaboration with local law
- 479 enforcement and first responders.
- 480 • Regularly assess and improve the church's physical security, including access control,
- 481 surveillance, and emergency exits.
- 482 • Create and enforce policies that prevent abuse of children and vulnerable individuals by
- 483 church staff or volunteers, including background checks, screening procedures, and
- 484 training.
- 485 • Ensure all volunteers and staff working with minors complete required safety training and
- 486 adhere to established child protection policies.
- 487 • Oversee compliance with all applicable legal and insurance requirements regarding
- 488 church safety and child protection.
- 489 • Conduct periodic safety drills and evaluations to improve preparedness and response.

490

491 **Deacon Team**

492 **Purpose:** To assist pastors in ministering to the congregation's practical needs, particularly the
 493 vulnerable.

494 **Composition:** Due to the reactive nature and scope of care ministry this team is charged to keep
 495 the team will be comprised of no less than 7 but no more than 45 **men or women** holding an
 496 active membership.

497 **Responsibilities:**

- 498 • Provide care for widows, orphans and fostering families.
- 499 • Oversee hospital and benevolence ministries.

¹² In mind is something like - Plan and host an annual missions partnership awareness event, coordinate mission trips and service projects (including at least one local project with ministry staff), and communicate mission opportunities and updates to the congregation.

- 500 • Encourage and strengthen the church staff.
 501 • Support other church projects as requested by the pastors.

502

503 **Lead Team**

504 **Purpose:** To provide high-level counsel and administrative oversight in extraordinary
 505 circumstances.

506 **Composition:** Comprises the Chairperson of Ministry and Deacon Teams, all pastors, and a
 507 representative of the Trustees.¹³

508 **Responsibilities:**

- 509 • Advise the Lead Pastor on major projects, and long-term strategy that is not already in the
 510 purview of other ministry teams or ministers.
 511 • Ensure alignment and resolution across Ministry and Deacon Teams and arbitrate any
 512 disagreements.
 513 • Nominate candidates to serve on the Nominating Team.
 514 • Assist the Trustees in church administration in the absence of a Lead Pastor.

515

516 **Select Teams**

517 **Purpose**

518 Select Teams exist to assist in accomplishing specific events, projects, or tasks that support the
 519 ministries and mission of the church. They provide flexibility and mobilize members for defined
 520 objectives without establishing permanent or authoritative bodies.

521 **Formation**

522 Any minister or staff member responsible for a specific ministry area or event may form a Select
 523 Team to accomplish a designated purpose. Select Teams are not standing teams and dissolve
 524 automatically upon completion of their assigned task or event.

525 **Membership**

526 All Select Team members must be active members of the church. Team size and composition are
 527 determined by the minister or staff member overseeing the project, who may invite participants
 528 based on relevant skills, interests, and availability.

529 **Authority and Accountability**

530 Select Teams do not carry governing or policy-making authority. They operate under the
 531 direction and oversight of the minister or staff member who initiated their formation. Each Select
 532 Team is accountable to that individual and, by extension, to the church's pastoral leadership.

¹³ There is no prohibition against brining in no-team-members as needed which would allow for key staff.

533 Duration

534 A Select Team's existence is usually temporary, limited to the completion of its assigned task or
535 event. No Select Team may continue beyond its defined purpose without reauthorization by the
536 supervising minister or staff member.

537

538 Temporary Volunteer Appointments

539 The Lead Pastor may appoint individuals or ad-hoc volunteer teams, comprised of church
540 members, to address specific needs or business functions. These teams should generally include
541 individuals with relevant experience, education, or technical skills, and may provide advisory
542 support, perform designated tasks, or temporarily fulfill vacant staff roles on an interim basis.

543 Appointments are intended for no more than twelve (12) months, unless extended by the Lead
544 Pastor until project completion. The Lead Pastor will notify the church at a regular business
545 conference of each appointment, including the team's purpose and the names of appointed
546 volunteers.

547 **Church Business**

548 **Church Governance**

549 The Church recognizes itself as a Jesus-ruled, Pastor-led, minister¹⁴-served, and a
550 congregationally accountable body in accordance with New Testament principles.

551

552 **Doctrinal Alignment**

553 All pastors, ministers, and all vocational or lay leaders serving in positions of spiritual authority,
554 teaching, or governance on behalf of the church must fully affirm, support, and teach the
555 church's Faith Summary in all private and public venues and mediums.

556
557 Expectations for doctrinal alignment for other employees, contractors, and program-based staff
558 and or volunteers shall be defined and implemented through the Church's Human Resources
559 policies and/or ministry-specific guidelines, consistent with the church's faith and mission.

560

561 **Ordinances**

562 **Baptism**

- 563 1. Baptism by immersion will be administered to those who have professed faith in Jesus
564 Christ as their Lord and Savior.
- 565 2. Baptism will be conducted as part of a regular worship service or other church gathering.
- 566 3. Baptism may be administered by any active member of the church or by an individual
567 from a church of like faith and order, with the approval of the pastor.

568 **Lord's Supper**

- 569 1. The church will celebrate the Lord's Supper no fewer than three times each year.
- 570 2. All who have professed faith in Jesus Christ and are in good standing with the church are
571 welcome to participate.
- 572 3. The Lord's Supper is reserved for church gatherings under the administration of the
573 pastors.

574

575 **Worship Gatherings**

¹⁴ In this sense minister refers to those on staff as well as those that serve in lay capacities such as a ministry team, deacons, etc.

- 576 1. Regular weekly worship gatherings will be held to glorify God, edify believers, and
 577 proclaim the gospel.
 578 2. Gatherings may include prayer, worship through music, biblical teaching, and ordinances
 579 as appropriate.
-

580

581 **Church Programming**

582 The primary and anchoring programming of the church will consist of worship, evangelism,
 583 fellowship, discipleship, ministry and missions.

584

585 **Business Meetings (Church Conferences)**

- 586 1. The church will hold at least three Church Conferences annually to update members on
 587 financial status, ministry progress, and other significant matters.
 588 2. All active members are encouraged to attend and participate in discussions [and those of](#)
 589 [age participate in voting](#).
 590 3. Additional Church Conferences may be called to address matters of significant and
 591 urgent nature, as determined by the Lead Team. These may include, but are not limited
 592 to, the confirmation of Executive or Associate Pastors, or decisions regarding pressing
 593 business or financial concerns. Any other requests for agenda items must be submitted to
 594 the Lead Team, who will determine their appropriateness and timing for inclusion in the
 595 agenda of a subsequent regular Church Conference.
-

596

597 **Orderly Conduct**

- 598 1. Church business meetings will follow the Rules of Procedure as specified in the appendix
 599 of these bylaws to ensure clarity and fairness in discussions.
 600 2. The Moderator will guide the meeting, ensuring respectful dialogue and adherence to
 601 meeting procedures.
-

602

603 **Church Finances**

604 **Budget Practices**

- 605 1. The church will adopt an annual budget, presented by the Stewardship Team and
 606 approved by a vote of active members at a duly called church conference.
 607 2. The budget will reflect the church's priorities, including missions, staff, and ministries.

608 **Handling of Funds**

- 609 1. All financial contributions will be counted and recorded by at least two unrelated,
610 approved individuals, in accordance with the church's established financial-control
611 policies.
- 612 2. All expenditures must be authorized and documented according to approved financial
613 policies and standard accounting practices.

614 The Stewardship Team shall maintain financial-handling policies that require multiple
615 individuals, rotating roles, and appropriate internal controls to prevent misuse or the appearance
616 of impropriety.

617 **Fiscal Year**

618 The church's fiscal year will run from January 1 to December 31.

619

620 **Operation Manual and Policies**

- 621 1. Each Ministry Team will collaborate with staff to develop and maintain an operational
622 manual detailing their specific responsibilities and procedures.
- 623 2. These manuals will be reviewed bi-annually by the Trustees to ensure alignment with
624 church policies and objectives.

625

626 **Dissolution**

627 If the church ceases to exist, all remaining assets will be distributed to another Baptist body of
628 Like Faith and Order, in accordance with the laws of the State of Texas and consistent with the
629 church's Faith Summary and Statement.

630

631 **Amendments**

632 **Policies**

633 Policies developed by Ministry Teams or staff may be amended by the corresponding
634 team or employee. Amendments should be promptly submitted to the Trustees for record
635 keeping and alignment check.

636 Bylaws

637 Bylaws may be amended by a two-thirds majority vote of the active, **eligible** members
638 present at a duly called church conference. Notice of the proposed amendment, including
639 its exact wording, must be provided in writing at least two weeks in advance.

640 Constitution

641 The Constitution may be amended by two separate votes of the active members present at
642 duly called church conferences. Each vote must pass by a two-thirds majority, with a
643 minimum of 30 days between the votes. Written notice, including the proposed wording,
644 must be given at least two weeks prior to the first vote.

645 Faith Statement

646 The Faith Summary and/or the Statement may be amended by two separate votes of the
647 active members present at duly called church conferences. Each vote must pass by a two-
648 thirds majority, with a one-year gap between the votes. Written notice, including the
649 proposed wording, must be given at least two weeks prior to the first vote.

650 **Appendices**

651 **Summary of Faith**

652

653 **God**

654 There is one and only one living and true God. He is infinite in holiness and all other perfections.
655 He eternally exists as Father, Son, and Holy Spirit—three persons yet one divine essence. To
656 Him we owe the highest love, reverence, and obedience.

657

658 *Deuteronomy 6:4; Matthew 28:19; John 1:1–3; 2 Corinthians 13:14; Ephesians 4:6.*

659

660 **Jesus Christ**

661 Christ is the eternal Son of God and the Head of the Church. Conceived of the Holy Spirit and
662 born of the virgin Mary, He perfectly revealed God's will, lived a sinless life, died for our sins,
663 was raised the third day, ascended into heaven, and will return in power and glory to judge the
664 world and consummate His Kingdom.

665

666 *Isaiah 7:14; Matthew 16:16–18; 1 Corinthians 15:3–4; Ephesians 1:22–23; Acts 1:9–11.*

667

668 **The Holy Scriptures**

669 The Holy Bible was written by men divinely inspired and is God's Word, truth without any
670 mixture of error. It is a perfect treasure of divine instruction, having God for its author, salvation
671 for its end, and Christ as its ultimate interpreter. It is the supreme standard by which all human
672 conduct, creeds, and opinions are to be tried.

673

674 *Psalms 19:7–11; Matthew 5:18; John 17:17; 2 Timothy 3:16–17; 2 Peter 1:20–21.*

675

676 **Salvation**

677 Salvation is by grace alone, through faith alone, in Christ alone. It involves regeneration,
678 justification, sanctification, and glorification. It is offered freely to all who repent of sin and trust
679 in Jesus Christ as Lord and Savior.

680

681 *John 3:16; Romans 3:23–24; Ephesians 2:8–9; Titus 3:5; Acts 4:12.*

682

683 **The Priesthood of Believers**

684 Every believer is a priest before God, having direct access to Him through Jesus Christ. All
685 believers share as equals in the responsibility to proclaim the gospel, to serve one another, and to
686 live under the Lordship of Christ.

687

688 *Exodus 19:6; 1 Peter 2:9; Hebrews 4:14–16; Revelation 1:6.*

689

690 Evangelism and Missions

691 It is the duty and privilege of every believer and every church to endeavor to make disciples of
692 all nations. Because of the love of Christ, we are urgently compelled to proclaim the gospel,
693 bearing witness to His saving grace.

694
695 *Matthew 9:37–38; Matthew 28:18–20; Luke 24:46–47; Acts 1:8; Romans 10:13–15.*

696 697 Human Life

698 Human life is sacred from conception to natural death. Every person is fearfully and wonderfully
699 made by God in His image and is therefore endowed with dignity and worth that must be
700 respected and protected.

701
702 *Genesis 1:26–27; Psalm 139:13–16; Jeremiah 1:5; Luke 12:6–7.*

703 704 Gender and Humanity

705 God creates each person as male or female, both fully and equally bearing His image. Gender is
706 a good gift of God and is to be received with gratitude and lived according to His design.

707
708 *Genesis 1:27; Genesis 2:18–24; Matthew 19:4; Mark 10:6.*

709 710 Human Dignity and Love

711 Because all people are created by God and redeemed through Christ's sacrifice, every person
712 possesses inestimable worth and must be treated with justice, compassion, and Christlike love.

713
714 *Micah 6:8; Matthew 22:37–39; John 13:34–35; Romans 12:10.*

715 716 Marriage and Family

717 Marriage is the uniting of one man and one woman in covenant commitment before God. The
718 marriage relationship models the union of Christ and His Church, and within it husbands and
719 wives are called to love and serve one another in faithfulness.

720
721 *Genesis 2:24; Matthew 19:4–6; Ephesians 5:22–33; Hebrews 13:4.*

722 723 The Ordinances of the Church

724 Christ has given His church two ordinances: baptism and the Lord's Supper.

725 Baptism is the immersion of a believer in water, symbolizing the believer's faith in a crucified,
726 buried, and risen Savior.

727
728 The Lord's Supper is a memorial of Christ's death and a pledge of His return.

729
730 *Matthew 28:19–20; Acts 2:41; Romans 6:3–5; 1 Corinthians 11:23–26.*

731

732 The Church and Its Autonomy

733 A New Testament church is a local body of baptized believers, associated by covenant in the
734 faith and fellowship of the gospel. Each local church is autonomous and self-governing under the
735 Lordship of Christ, with the right to govern its own affairs and ordain its leaders.

736

737 *Matthew 18:15–20; Acts 6:3–6; Acts 13:1–3; Ephesians 1:22–23.*

DRAFT

738 **Rules of Procedure**

739 **Moderator**

- 740 1. One of the Pastors or a designated church member will preside as Moderator during all
741 Church Conferences.
- 742 2. The Moderator's responsibilities include:
 - 743 ○ Preserving order during discussions and proceedings.
 - 744 ○ Determining active membership for voting purposes.
 - 745 ○ Stating and presenting motions, facilitating discussions, and calling for votes.
 - 746 ○ Casting the deciding vote in the event of a tie.
 - 747 ○ Deciding all procedural questions, subject to a two-thirds majority reversal by the
748 church.
- 749 3. The Moderator may address the matter at hand as a church member with a majority vote
750 of those present.

751 **Presentation of Questions**

752 All questions or issues to be considered by the church must be presented as a motion and
753 seconded before being discussed or voted upon.

754 **Submission of Decisions**

755 All motions related to new business, resolutions, or reports must be submitted in writing at least
756 fourteen (14) days before the scheduled meeting.

757 **Decorum**

- 758 1. Only one member may speak at a time, and preference will be given to the member first
759 recognized by the Moderator.
- 760 2. Discussion will alternate between members speaking in favor of and those opposing the
761 matter under consideration.

762 **Public Address**

- 763 1. Members wishing to speak must first be recognized by the Moderator.
- 764 2. Speakers are encouraged to use any provided amplification resources and must
765 respectfully address the Moderator.

766 **Speaking Limits**

- 767 1. No member may speak more than once on the same subject until all others wishing to
768 speak have been given the opportunity to do so.
- 769 2. Members may speak no more than twice on the same subject without the consent of
770 active members at the conference through a majority vote.

771 **Voting**

772 Method: All votes are taken in person and are public except for Church Discipline. Unless
773 otherwise stated by the bylaw's votes require a simple majority threshold to pass.

DRAFT

774 **Qualifications of a Pastor**

775 A pastor or elder is called to be a spiritual leader who exemplifies Christ-like character, faithfully
776 shepherds the church, and upholds the truth of God's Word.

777 778 Personal Character

- 779 • **Above Reproach:** A pastor must live a life of integrity, with no valid accusations against
780 their character.
- 781 • **Faithful to Their Wife:** If married, he should demonstrate devotion and faithfulness in
782 his marriage.
- 783 • **Self-Controlled and Temperate:** He should exhibit discipline, self-mastery, and
784 emotional stability.
- 785 • **Respectable:** His behavior should command respect and reflect Christian maturity.
- 786 • **Hospitable:** Willing to welcome and care for others, showing love to both strangers and
787 the church family.
- 788 • **Not Given to Drunkenness:** He must avoid intoxication **or impairment** and demonstrate
789 self-control in all areas of life.
- 790 • **Not Violent but Gentle:** He should demonstrate patience, kindness, and a peaceful
791 demeanor.
- 792 • **Not Quarrelsome:** He should avoid being argumentative or divisive.
- 793 • **Not a Lover of Money:** A pastor should be free from greed and materialism, relying on
794 God for provision.

795 796 Spiritual Life and Leadership

- 797 • **Able to Teach:** A pastor must have a solid understanding of Scripture and be able to
798 communicate it effectively.
- 799 • **Loving What Is Good:** He should have a heart for righteousness and a passion for what
800 aligns with God's will.
- 801 • **Upright, Holy, and Disciplined:** His lifestyle should reflect godly character and
802 obedience to the Lord.
- 803 • **Holding Firm to Sound Doctrine:** A pastor must defend the truth of Scripture, refute
804 false teaching, and faithfully shepherd the flock in accordance with God's Word.

805 806 Family Life

- 807 • **Manages His Own Household Well:** A pastor should lead his family with care,
808 demonstrating the ability to nurture and guide those in his home.
- 809 • **Children Who Respect Them:** If he has children, the pastor's parenting should inspire
810 respect and godly behavior.

811

812 Maturity and Reputation

- 813
- 814
- 815
- 816
- **Not a Recent Convert:** A pastor must be spiritually mature, with a proven track record of faith and godly living.
 - **Good Reputation with Outsiders:** He should be respected even by those outside the church, avoiding actions that would bring disrepute to the gospel.

DRAFT

817 **Qualifications of a Servant Leader**

818 Personal Character

- 819 • **Dignified:** A servant leader should be worthy of respect, displaying maturity and
820 integrity.
- 821 • **Not Double-Tongued:** They should be honest and sincere, not saying one thing to one
822 person and another to someone else.
- 823 • **Not Addicted to Much Wine:** They should practice self-control and avoid excessive
824 drinking.
- 825 • **Not Greedy for Dishonest Gain:** They must handle finances and responsibilities with
826 honesty and avoid selfish motives.

827 Spiritual Life

- 828 • **Holding the Mystery of the Faith with a Clear Conscience:** A servant leader should
829 have a strong, sincere faith and live in a way that aligns with Biblical teaching.

830 Proven and Tested

- 831 • **Tested First:** Before serving, a servant leader should demonstrate faithfulness and
832 reliability over time.
- 833 • **Blameless:** Their life should not give cause for accusation or scandal.

834 Family Life

- 835 • **Faithful in Marriage:** A servant leader must be devoted to their spouse, [showing](#)
836 [commitment and mutual, Christ-like submission and leadership](#) in their marriage.
- 837 • **Managing Children and Household Well:** They should lead their family with care,
838 demonstrating responsibility and the ability to manage their household.

839 Promise of Blessing

- 840 • **Serving Well:** Faithful servant leaders gain good standing within the church and a strong
841 confidence in their faith in Christ.