



**IRONBRIDGE BAPTIST CHURCH**

[ironbridge.org](http://ironbridge.org)

**“...glorifying God by sharing the love of Christ with all generations...”**

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# ***Constitution and Bylaws***

Approved March 8, 2020



# Constitution

## PREAMBLE

The Bible demands that a Christian church conform to the Word of God in doctrine and practice ([Psalm 119:105](#), [Galatians 1:6-8](#)). [1 Corinthians 14:40](#) says that all things should be done in an orderly way. Therefore we, the members of Ironbridge Baptist Church, set forth this Constitution and Bylaws to govern all our Church's affairs.

## 1. NAME

1.1. The legal name of this Church shall be Ironbridge Baptist Church. We are also known as "The Bridge" or "Ironbridge Church."

## 2. PURPOSE

2.1. To glorify God by creatively sharing the love of Christ with all generations through worship, discipleship, ministry and evangelism.

## 3. CONFESSION OF FAITH

3.1. This Church accepts "The Baptist Faith and Message" as most recently adopted by the Southern Baptist Convention as an affirmation of our basic Christian beliefs and as a general statement of our faith. Additionally, we put forth the following confessions of our faith:

3.1.1. We believe...the Bible (Scriptures of the Old and New Testament) to be inspired by God, inerrant, infallible, totally trustworthy, and of supreme and final authority in matters of faith, doctrine, and Christian living. ([2 Timothy 3:16-17](#); [Titus 1:9](#); [Psalms 19:7-10](#))

3.1.2. We believe...that God eternally exists in Three Persons- Father, Son and Holy Spirit. ([Matthew 28:19-20](#))

3.1.3. We believe...in the Eternal Jesus Christ, the only begotten Son of God, the Word manifested in the flesh. We believe that He was conceived by the Holy Spirit, born of the Virgin Mary, and that He is true God and true Man. ([John 1:1-2, 14, 18; 3:16](#))

3.1.4. We believe that the Lord Jesus died for our sins according to the Scriptures, as a representative and substitutionary sacrifice, and that all who believe in Him are justified on the ground of His shed blood. We believe that our Lord rose from the dead and ascended to Heaven. ([1 Corinthians 15:3-4](#))

- 3.1.5.** We believe ... that the Holy Spirit, being the Third Person of the God-head, convicts individuals of sin, regenerates, indwells, baptizes, seals and sets believers apart to live a holy life. We believe that He is the Teacher of the Word of God, and our Guide for daily life. ([John 16:7-14](#))
- 3.1.6.** We believe ... that all who, by faith, receive Jesus Christ as Lord and Savior, and who confess Him before others, are born again of the Holy Spirit and thereby become children of God. There is no salvation apart from personal faith in Jesus Christ as Lord. We believe in eternal security and everlasting blessedness of the saved, and the eternal conscious punishment of the lost. ([Romans 10:9-10; 2 Thessalonians 1:9; John 14:6](#))
- 3.1.7.** We believe ... that the Church of Jesus Christ is composed solely of those who have been redeemed, regenerated and sealed by the Holy Spirit. We believe that we are called together to worship and serve Christ until He returns. The two offices of the Church are Pastors and Deacons. The two ordinances of the Church are Believer's Baptism and the Lord's Supper, to be observed until He comes. ([Matthew 28:19-20; 1 Corinthians 11:23-26; Acts 6:3-6; Acts 20:28](#))
- 3.1.8.** We believe ... in our Lord's personal, imminent and premillennial return for His redeemed ones followed by His coming in glory to judge the rebellious and to establish His millennial reign on earth. There is no salvation apart from personal faith in Jesus Christ as Lord. ([John 14:1-6; 1 Thessalonians 4:13-18](#))
- 3.1.9.** We believe...that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ. ([Acts 3:19-21; Romans 10:9-10; 1 Corinthians 6:9-11](#))
- 3.1.10.** We believe...that all human life is sacred and created by God in His image. Human life is of inestimable worth in all its dimensions, including pre-born babies, the aged, the physically or mentally challenged, and every other stage or condition from conception through natural death. We are therefore called to defend, protect, and value all human life. ([Psalm 139:13-16; James 1:27; James 2:8](#))
- 3.1.11.** We believe...that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God. Rejection of one's biological sex is a rejection of the image of God within that person. ([Genesis 1:26-27](#))
- 3.1.12.** We believe...that the term "marriage" has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture. Accordingly, this Church, its pastors, staff and members acting in a legal capacity performing marriages, will not participate in same sex unions or same sex marriages, nor shall its property or resources be used for such purposes. ([Genesis 2:18-25; Mark 10: 6-9](#))

**3.1.13.** We believe... that God intends sexual intimacy to occur only between a man and a woman who are married to each other. ([1 Corinthians 6:18; 7:2-5; Hebrews 13:4](#)) We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman. We believe that any form of sexual immorality or unlawful sexual acts (including but not limited to adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God. ([Matthew 15:18-20; 1 Corinthians 6:9-10](#))

**3.1.14.** 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 Ironbridge Baptist Church. The Church should support its leaders and appointed and elected leaders should be accountable to the Church. ([Mark 12:28-31; Luke 6:31; Hebrews 13:17](#))

**3.1.15.** We believe...that in order to preserve the function and integrity of Ironbridge Baptist Church as the local Body of Christ, and to provide a biblical role model to our members and the community, it is imperative that all Pastors, Staff (paid and un-paid), members, and volunteers agree to and abide by this **CONFESSION OF FAITH.** ([Matthew 5:16; Philippians 2:14-16; 1 Thessalonians 5:22](#))

**3.2.** This **CONFESSION OF FAITH** does not exhaust the extent of our beliefs. 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 our Church's faith, doctrine, practice, policy, and discipline, our Deacon Body and Senior Pastor are the final and interpretative authorities on the Bible's meaning and application.

#### **4. DENOMINATIONAL AFFILIATION**

**4.1.** Nationally, we are affiliated with the Southern Baptist Convention.

**4.2.** In Virginia, we are affiliated with both the Baptist General Association of Virginia and the Southern Baptist Conservatives of Virginia.

**4.3.** Locally, we are affiliated with the Middle District Baptist Association.

#### **5. MEMBERSHIP**

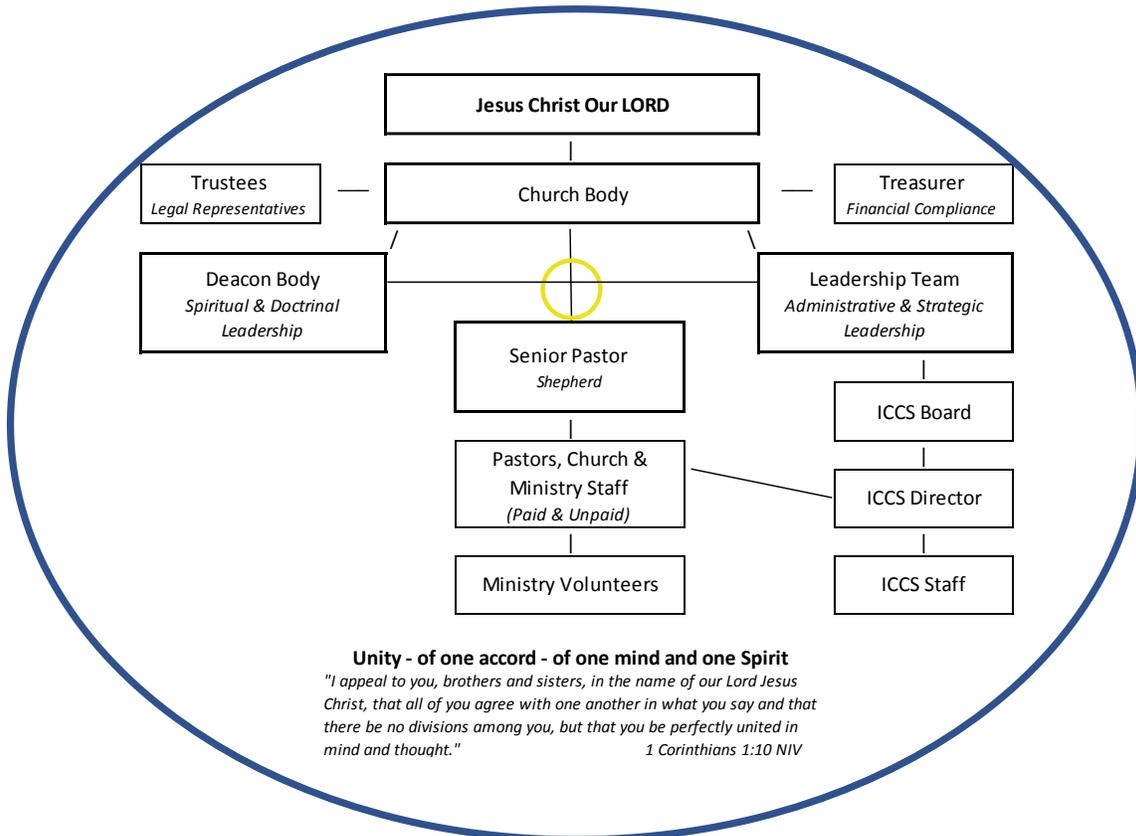
**5.1.** The qualifications for and responsibilities of membership are detailed in Section 1 of the following Bylaws.

## 6. ORGANIZATION

### 6.1. Purpose

To create a governing structure that promotes effectiveness in furthering the vision and mission of Ironbridge Church, fosters excellence in service to Christ's Kingdom and provides transparency and accountability at all levels within the Church.

### 6.2. Organization Chart



### 6.3. Structure

**6.3.1. Jesus Christ** is the Head of the Church ([Colossians 1:18](#); [Ephesians 1:22-23, 4:15](#)).

**6.3.2. The Church Body** shall have final authority in managing its internal and external affairs. It consists of all Voting Members present at any properly-called Business Meeting, including all members 16 years of age and older, who have met the Qualifications for Membership (See Article 1.1 Bylaws.) and are not involved in any stage of the Church's disciplinary process.

**6.3.3. The Leadership Team (LT)** (previously Executive Leadership Team – ELT) shall be the governing body of the Church and is responsible for administering all the Church's affairs except the following matters for action only by the Church:

**6.3.3.1.** Electing members of the Leadership Team, Trustees, and Deacon Body.

**6.3.3.2.** Calling or removing the Senior Pastor.

**6.3.3.3.** Approving the annual Ministry Plan (including a summary budget).

**6.3.3.4.** Approving any spending that would exceed 2% of the total annual budget.

**6.3.3.5.** Approving the purchase or sale of real property (land or facilities).

**6.3.3.6.** Approving any new instrument of debt that exceeds 2% of the total annual budget.

**6.4.** The **Trustees** function as the Church's legal representatives, holding in trust the property of the Church. The Trustees are empowered to transact business on behalf of the Church, as directed by the Church.

**6.5.** The **Deacon Body** serves in spiritual leadership. They provide guidance and oversight in doctrinal matters; they hold our pastors accountable in this area. In conjunction with the Senior Pastor with whom they meet regularly, the Deacon Body provides leadership in the Church's provision of spiritual and practical care. The Senior Pastor and Deacon Body also administer Church discipline. Deacons (and those who assist them) support the pastors in the administration of the Church's two sacraments – Baptism and the Lord's Supper.

## **7. PROPERTY RIGHTS**

**7.1.** If, at any time, a separation takes place within this Church, all property and all benefits connected shall remain with the majority (see section 9).

## **8. BYLAWS**

**8.1.** The Church may adopt such bylaws as the accomplishment of the purpose of the Church may demand.

## **9. DECISIONS**

**9.1.** All Church matters shall be decided by a simple majority of the voting members present at a properly-called Business Meeting (as defined in the Bylaws), except as otherwise provided in this Constitution and Bylaws. Procedural questions will be decided by following the current edition of *Robert's Rules of Order*.

## **10. AMENDMENTS**

**10.1.** This Constitution may be amended by a three-quarters majority of the voting members present at a properly-called Business Meeting. Any proposed amendments to this Constitution or Bylaws shall be made available to the Church at least four Sundays prior to the Business Meeting.

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# Bylaws

## 1. MEMBERSHIP

- The New Testament presents a picture of definable groups of people who, once committed to the Lord, identified themselves with and committed themselves to a particular local body. ([Acts 2:42-47](#), [Acts 11:26](#), [1 Corinthians 1:2](#))
- Membership is open to any person who has personally accepted Christ as Savior and Lord, who has received believer's baptism, and who desires to be committed to Ironbridge Church's body of believers.
- Membership is not a prerequisite for involvement in every ministry, but is required for ministry leadership, involvement in certain ministries as determined by the Leadership Team, and participation in congregational decision-making. Membership in Ironbridge Church shall consist of all persons who have met the qualifications for membership outlined in the Bylaws and whose names are listed on the membership rolls.

### 1.1. Qualifications for Membership

- A public, personal commitment of faith in Jesus Christ for salvation.
- Believer's Baptism by immersion, as a testament of salvation.
- The criteria for a public profession and baptism may be met at Ironbridge Church or through a request to transfer membership from another Baptist church or by a personal statement of salvation and having been baptized.
- Completion of New Membership Classes.
- Interview with a Pastor and/or a Deacon.
- Affirm and abide by the Church's Confession of Faith. (Constitution – Article 3)
- For those becoming members prior to age 16, the qualifications specified herein must be completed prior to the member becoming 17 years of age to be a Voting Member.
- Voting Members may not be involved in any stage of the Church's disciplinary process.

- 1.2. **Removal from Membership** -- Individuals may be removed from membership in one of the following ways: (1) Personal written request by the member; (2) transfer of membership to another church; (3) death; or (4) as an outcome of the Church's disciplinary process.

### **1.3. Church Discipline**

**1.3.1.** The threefold purpose of church discipline is to glorify God by maintaining purity in the local church ([1 Corinthians 5:6](#)), to edify believers by deterring sin and promoting purity ([1 Timothy 5:20](#)), and to promote the spiritual welfare of the offending believer by calling him or her to return to a biblical standard of doctrine and conduct. ([Galatians 6:1](#)).

**1.3.2.** The Lord Jesus Christ has entrusted the local church with the authority and responsibility to discipline members for flagrant sin or serious doctrinal error, with the goal of the restoration of the offender. This discipline is entrusted to the Senior Pastor and Deacon Body and is to follow the biblical pattern as set forth in [Matthew 18:15-20](#); [1 Corinthians 5](#); [2 Corinthians 2:7-8](#); [Galatians 6:1](#); [2 Thessalonians 3:6](#); [Titus 3:10-11](#); and [2 John 7-11](#). Any member of this Church who practices or affirms a doctrine or conduct that, in the judgment of the Senior Pastor and Deacon Body, is opposed to the teaching of the Word of God, or is threatening to the testimony of this Church, or is divisive to the body, shall be subject to church discipline.

**1.3.3.** Discipline will follow the said biblical pattern and is an effort to bring the individual to repentance and protect the Church from unrepentant sin. Discipline may involve exclusion from participation in ministry and communion, as well as dismissal from the fellowship of this Church. An individual may be disciplined by the Senior Pastor and Deacon Body short of dismissal from the fellowship, as they deem appropriate for the specific circumstance (for example, an individual may remain in certain circumstances a member of this Church but be denied the privilege of serving in a particular ministry). The Senior Pastor and Deacon Body, as required by Scripture, may report to the Church the names of those who have lost membership by reason of church discipline, and the reason for that discipline, as described in [Matthew 18:15-20](#).

#### **1.3.4. Restoration of Membership**

Members dismissed through the disciplinary process shall be restored according to the spirit of [2 Corinthians 2:7-8](#), when their lifestyles are determined by the Senior Pastor and Deacon Body to be in accordance with a biblical standard of doctrine and conduct.

## **2. BUSINESS MEETINGS, MINISTRY CONFERENCES AND MINISTRY PLANNING RETREATS**

**2.0.** Business Meetings are defined as those where Members will cast votes on one or more issues.

Ministry Conferences are defined as church meetings where the pastor and/or the Leadership Team will report to the Congregation and where the Congregation can raise issues or ask questions.

- No votes will be taken at Ministry Conferences.
- Issues arising at Ministry Conferences that require a vote will be scheduled for the next Business Meeting or a Special Business Meeting, as needed, at least two weeks after that Ministry Conference.
- The Leadership Team will set the date for Church Business Meetings and Ministry Conferences and publicize them as set forth in 2.1.

**A Ministry Planning Retreat is defined as a joint meeting of the Leadership Team, Deacons and Pastoral Staff to plan ministry initiatives.**

- 2.1. An Annual Business Meeting shall be held at least three Sundays before the start of the Church's fiscal year. The specific date, time and agenda shall be set by the Leadership Team.
- 2.2. A quorum of 40 voting members must be present at any Business Meeting to conduct the business of the church.
- A majority of the current Leadership Team members must be part of the quorum.
- 2.3. A minimum of two Ministry Conferences shall be held during the year to report to the Congregation on the status of the church, its finances, membership and ministry updates and to hear questions or concerns raised by the congregation.
- 2.4. Special Business Meetings or Special Ministry Conferences may be called by the Leadership Team and Special Ministry Conferences (but not Special Business Meetings) may be called by the Deacon Body, as needed or by voting members through a petition process. A petition denoting a specific topic signed by 40 or more voting members is required to call a Special Ministry Conference. If the Leadership Team or Deacon Body does not call a Special Business Meeting on a topic covered in a previous Ministry Conference or Special Ministry Conference, a petition denoting the topic signed by 60 or more members is required to call a Special Business Meeting to vote on the topic. Notice of Special Business Meetings or Special Ministry Conferences will be publicized at least two Sundays prior to the meeting date. Only the advertised business may be conducted at Special Business Meetings or Special Ministry Conferences.
- 2.5. A minimum of one Ministry Planning Retreat shall be held in advance of the beginning of the church fiscal year so that any required budget needs are identified for possible inclusion in the next fiscal year's budget.
- 2.6. The Chair of the Leadership Team shall appoint a church member to serve as Moderator for the church Business Meetings and Ministry Conferences.

**3. ELECTED LEADERS**

- 3.1. The elected leaders of the Church are the Senior or Interim Pastor, Deacons, Trustees, and Leadership Team members.

- 3.2.** The general qualifications for leaders (overseers) can be summarized in [Titus 1:7-9](#):  
*“Since an overseer manages God’s household, he must be blameless—not overbearing, not quick-tempered, not given to drunkenness, not violent, not pursuing dishonest gain. Rather, he must be hospitable, one who loves what is good, who is self-controlled, upright, holy and disciplined. He must hold firmly to the trustworthy message as it has been taught, so that he can encourage others by sound doctrine and refute those who oppose it.”*
- 3.3.** The general mandate for leaders (overseers) can be summarized in [Acts 20:28](#):  
*“Keep watch over yourselves and all the flock of which the Holy Spirit has made you overseers. Be shepherds of the church of God, which he bought with his own blood.”*
- 3.4.** A three-quarters majority of the voting members present at a properly-called Business Meeting shall be required to elect a Senior or Interim Pastor, Deacon, Trustee or Leadership Team member.
- 3.5.** Specific qualifications for these elected leaders shall be maintained in position job descriptions.

#### **4. SENIOR PASTOR**

For purposes of this document, the term Senior Pastor also applies to any individual acting in that capacity, such as an Interim Pastor.

##### **4.1. Recruitment and Calling**

**4.1.1.** The Leadership Team (LT) shall coordinate the recruiting process for Senior Pastor, calling upon members and outside professionals as needed. This shall include establishing a Pastor Search Team consisting of not less than five members – one being an LT member, one being a Deacon, and three being Members-at-Large. The Search Team will research, define job description, review prospects, check references, and recommend a candidate to the Leadership Team and Deacon Body.

**4.1.2.** The Chairs of the LT and Deacon Body shall submit the name of the candidate to the Church and arrange appropriate opportunities to meet the candidate.

**4.1.3.** The LT shall call a Special Business Meeting for the purpose of voting on the candidate of choice. If that individual receives a three-quarters majority of the voting church members present, a call will be issued.

##### **4.2. Supervision and Accountability**

**4.2.1.** The Senior Pastor is supervised by and accountable to the LT.

**4.2.2.** The LT shall provide feedback to the Senior Pastor on a regular basis.

**4.2.3.** All staff, paid and unpaid, are supervised by the Senior Pastor.

**4.2.4.** The LT shall exercise its oversight of the staff through its supervision of the Senior Pastor.

#### **4.3. Removal**

**4.3.1.** The LT, in conjunction with the Deacon Body, shall recommend removal of the Senior Pastor to the Church.

**4.3.2.** The LT shall call a special Business Meeting for the purpose of removing the Senior Pastor.

**4.3.3.** A three-quarters majority of voting Church Members is required to remove a Senior Pastor.

### **5. TRUSTEES**

**5.1.** The Church shall have three Voting Members serve as Trustees.

**5.2.** Trustees shall have operating guidelines and are nominated by the LT.

**5.3.** Trustees serve until they resign, are unable to fulfill the qualifications for trustees, or are removed from service.

### **6. TREASURER**

**6.1.** The Church shall have a Voting Member serve as Treasurer or engage an outside entity to perform the function.

**6.2.** The Treasurer shall have operating guidelines and is nominated by the LT annually.

**6.3.** The Treasurer shall prepare quarterly financial statements and other financial reports as needed by the LT and Church.

**6.4.** The Treasurer is to ensure the financial matters of the Church are in compliance with its financial policies, approved annual budget, and other Church approved spending.

### **7. DEACON BODY**

**7.1.** The Church shall have an active Deacon Body, which is the cornerstone of Ironbridge Church's governing structure.

**7.2.** The Deacon Body shall have operating guidelines and shall nominate individuals for service as Deacons and present them to the Church Body for a vote at a Special Business Meeting.

**7.3.** Deacons serve until they resign, are unable to fulfill the qualifications for deacons, or are removed from service.

**7.4.** The Deacon Body, in conjunction with the LT and the Senior Pastor, shall recommend removal of a Deacon and schedule a Special Business Meeting for the purpose of removal.

**7.5.** A two-thirds majority vote of Church Members is required to remove a Deacon.

## **8. LEADERSHIP TEAM (LT)**

**8.1.** The Church shall have a Leadership Team (LT) that consists of 9 voting members serving at all times. At least one LT member must be a Deacon.

**8.2.** After a careful recruiting and vetting process, the LT shall nominate candidates for service.

**8.2.1.** Church members may nominate candidates for the LT. The nominating member must complete a form provided by the LT indicating how the nominee meets the required LT criteria. This form, which may be obtained from any of the active LT members, must be completed and submitted to the LT by the published deadline. All forms submitted by the published deadline will be considered and vetted by the LT, which will then make the final decision on nominations.

**8.3.** Since the terms of service for the nine LT members are staggered, only three openings will need to be filled each year. The exception to this would be if and when other vacancies have occurred during the year.

**8.4.** An LT member may be recommended for removal by a majority of the other LT members.

### **8.5. Term of Service**

**8.5.1.** LT members serve a 3-year term.

**8.5.2.** Individuals are eligible for another term of service after a period of 1 year has elapsed following the end of their previous term.

### **8.6. Officers**

**8.6.1.** At the first meeting of each Church year, the LT shall elect one of its members to serve as Chair for that year.

**8.6.2.** At the second meeting of each Church year, the Chair shall bring a recommendation for Vice-Chair to the LT for consideration and approval.

### **8.7. Meetings**

**8.7.1.** The LT shall normally meet each month on a day and time agreed upon by the LT and the Chair. The Chair may decide to amend, add, or remove LT meetings as needed. A majority of LT members can call a meeting of the LT.

**8.7.2.** At least 6 LT members must be present to transact business.

**8.7.3.** Five votes are required to pass motions (a majority of the 9 LT members).

**8.7.4.** No decisions can be made outside of an LT meeting unless the LT is unanimous in approving or disapproving it.

## **8.8. Emergency Members**

In the event the LT is reduced to fewer than 9 active members, the Deacon Chair and Senior Pastor, in conjunction with the LT Chair, shall appoint Deacons or former LT members within 30 days of the vacancy to serve as “Emergency Members” for a period not to exceed 120 days to allow time for the recruitment, nomination, and election of new LT members. Emergency members shall have the same authority as elected members. During the period when the LT is reduced to fewer than 9 active members, the LT can meet and transact business if the provisions of 8.7 are met.

## **8.9. Powers**

**8.9.1.** The LT shall have the power to develop policies as required to execute its goals approved by the Church. Written policies shall be available upon request. The LT shall have no authority beyond that which has been conferred upon it by the Constitution, these Bylaws, or by the Church.

## **8.10. Duties**

**8.10.1.** The LT, as the governing body for the Church, shall act in all matters pertaining to the legal and general welfare of the Church, except those reserved for the Church in Article 6 of the Constitution.

**8.10.2.** The LT shall see to it that all activities of the Church for which it is responsible reflect the purpose and faith of the Church.

**8.10.3.** The LT shall concern itself with overseeing all policies governing activities assigned to it by the Church and with the implementation of the mission, vision, budget, and plans adopted by the Church.

**8.10.4.** The LT shall oversee the treasury function. Annually, the LT shall recommend to the Church Body a Voting Member to serve as Treasurer by a simple majority vote of the quorum present at the Business Meeting or engage an outside entity to perform the function. The LT and Treasurer shall publish financial statements to the Church Body within 15 days of the end of each quarter.

**8.10.4.1.** With respect to the management of the church budget, the LT shall practice prudent stewardship by closely monitoring actual receipts and expenditures compared to budget and taking appropriate actions (i.e., instituting spending constraints and prioritizing budget spending when significant variances are experienced).

**8.10.4.2** The LT and Treasurer shall be responsible for annually scheduling an independent financial review of the church's assets to assure that proper management of those financial resources is ongoing. An independent financial review is one in which the CPA performs analytical procedures, inquiries and other procedures to obtain "limited assurance" on the financial statements and is intended to provide a user with a level of comfort on their accuracy. The review is the base level of CPA assurance services.

**8.10.5.** The LT shall appoint any entity needed to help it accomplish its purposes.

**8.10.6.** The LT shall research and determine the fair and equitable compensation (salary and benefits) for each member of the paid staff. Such compensation is to be made available to Church Members during the Annual Budget Review and approval process.

**8.10.7.** With the exception of the Deacon Body, the LT shall oversee all other entities of the Church, including the Ironbridge Community Christian School (ICCS).

## **9. CHURCH ADMINISTRATOR**

### **9.1. Recruitment and Calling**

**9.1.1.** The LT shall coordinate the recruitment and hiring process for the Church Administrator position. The LT is to research, define the job description, review and interview prospects, check references and recommend candidate(s) to the Senior Pastor and Deacon Body.

**9.1.2.** The LT shall have the final decision authority.

### **9.2. Supervision and Accountability**

**9.2.1.** The Church Administrator shall be supervised by and accountable to the Senior Pastor. The Church Administrator shall oversee and supervise all office and building staff.

**9.2.2.** The Senior Pastor shall provide feedback to the Church Administrator on a regular basis.

**9.2.3.** The Senior Pastor shall provide written evaluation annually and review those with the Church Administrator two months prior to the beginning of a new budget year.

### **9.3. Removal**

The Senior Pastor shall recommend removal of the Church Administrator to the LT and Deacon Body. The LT has the final decision on termination.

## **10. PASTORAL AND MINISTRY STAFF**

### **10.1. Recruitment and Calling**

**10.1.1.** The LT shall coordinate the recruiting process for pastors and paid ministry positions, calling upon members and outside professionals, as needed.

**10.1.2.** This shall include establishing a Pastor Search Team consisting of not less than five members – one being an LT member, one being a Deacon who is not also an LT member, and three being At-Large Members. The Search Team will research, define job descriptions, review and interview prospects, check references, and recommend candidate(s) to the LT and the Deacon Body.

**10.1.3.** The LT shall have the final decision authority.

**10.2. Supervision and Accountability**

**10.2.1.** The Pastors and Ministers are supervised by and accountable to the Senior Pastor.

**10.2.2.** The Senior Pastor shall provide feedback to the Pastors and Ministers on a regular basis.

**10.2.3.** The Senior Pastor shall provide written evaluation annually and review those evaluations with the LT two months prior to the beginning of a new budget year.

**10.3. Removal**

**10.3.1.** The LT and/or the Senior Pastor, in conjunction with the Deacon Body, shall recommend removal of a Pastor or Minister. The LT has the final decision on termination.

**11. AMENDMENTS**

**11.1.** These Bylaws may be amended by a two-thirds majority of the voting members present at a properly called Church Business Meeting. The proposed amendments to these Bylaws shall be made available to the Church at least 4 Sundays prior to the Business Meeting.