

East Valdese Baptist Church Constitution

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Revision History

Date	Page	Section	Editor	Reviewer	Reference
6/15/2005	1ff	All	tmecimore	Active Servant Leaders	Changes as approved
9/25/2006	1ff		tmecimore	bharmon	Spelling error and grammar corrections
1/17/2011	1-9	All	bharmon	Active Servant Leaders	Updates
5/16/2011	10-18	All	bharmon	Active Servant Leaders	Updates
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8/15/2011	All	All	bharmon	Active Servant Leaders	Updates
8/28/2011	All	All	bharmon	Const Meeting	Updates
9/11/2011	All	All	bharmon	Vote	Applied all changes after congregational vote
3/15/2026	All	All	jsuttles	Legal Team, S Leaders, Staff	Applied all changes after congregational vote

EVBC Constitution

Preamble

We declare and establish this constitution to preserve and secure the principles of our faith and to govern the body in an orderly manner. This constitution will preserve the liberties of each individual Church member and the freedom of action of this body in relation to other Churches.

I. Name

This body shall be known as East Valdese Baptist Church of Valdese, North Carolina.

II. Objectives

Section A: Purpose

1. The purpose of this Church shall be to bring Glory to God the Father, through the person of His Son, the Lord Jesus Christ by:
 - i. Being a dynamic spiritual organism empowered by the Holy Spirit to share Christ with as many people as possible in our Church, community and through the world:
 - ii. Being a worshiping fellowship, experiencing an awareness of God, recognizing his person, and responding in obedience to his leadership:
 - iii. Experiencing an increasingly meaningful fellowship with God and fellow believers:
 - iv. Helping people experience a growing knowledge of God and man:
 - v. Being a Church which ministers unselfishly to persons in the community and the world in Jesus' name: and
 - vi. Being Christ-like in our daily living by emphasizing total commitment of life, personality, and possessions to the lordship of Christ.

Section B: Affirmation

We affirm the Holy Bible as the inspired word of God and the basis for our beliefs. This Church subscribes to the doctrinal statement of The Baptist Faith and Message as adopted by the Southern Baptist Convention in 2000. We voluntarily band ourselves together as a body of baptized believers in Jesus Christ personally committed to sharing the good news of salvation to lost mankind.

Section C: Church Covenant.

Having been led as we believe by the Spirit of God to receive the Lord Jesus Christ as our Lord and Savior by faith and repentance and, on the profession of our faith, having been baptized in the name of the Father, and of the Son, and of the Holy Spirit, we do now in the presence of God and this assembly most solemnly and joyfully enter into covenant with one another as one body in Christ.

We engage, therefore, by the aid of the Holy Spirit to walk together in Christian love; to strive for the advancement of this Church in knowledge, holiness, and love; to promote its prosperity and spirituality; to sustain its worship, ordinances, doctrines, and discipline; to contribute cheerfully and regularly to the support of ministry, the expenses of the Church, the relief of the poor, and the spread of the gospel through all nations.

We also engage to maintain family and personal devotions; to religiously educate our children; to seek the salvation of our kindred and acquaintances; to walk circumspectly in the world; to be just in our dealings, faithful in our engagements, and exemplary in our deportment; to avoid all tattling, backbiting, and excessive anger; to avoid, any sin that disrupts the unity of the body; to abstain from the sale of and use of intoxicating drinks as a beverage to use our influence to combat the

abuse of drugs and the spread of pornography; and to be zealous in our efforts to advance the kingdom of our Savior; as we have been commanded by Paul in Philippians 1:27, "conduct yourselves in a manner worthy of the gospel of Christ."

We further engage to watch over one another in brotherly love; to remember one another in prayer; to aid one another in sickness and distress; to cultivate Christian sympathy in feeling and Christian courtesy in speech; to be slow to take offense, but always ready for reconciliation and mindful of the rules of our Savior to secure it without delay.

We moreover engage that when we remove from this place we will as soon as possible unite with some other Church where we can carry out the spirit of this covenant and the principles of God's word.

III. Adoption of Constitution and Bylaws

Section A: Method

1. This constitution and such bylaws as the Church deem necessary shall be considered adopted and in immediate effect if and when two-thirds of the members present at the business meeting at which the vote is taken shall vote in favor of the same. This vote shall be taken no less than two weeks after formal presentation of the constitution and bylaws to the Church and the notice of such a meeting in which the vote is to be taken shall be given at least two weeks in advance.

IV. Church Government and Affiliations

Section A: Church Government

1. This is a sovereign and democratic Baptist Church under the Lordship of Jesus Christ. The membership retains unto itself the exclusive right of self-government in all phases of the spiritual and temporal life of this Church. The Church shall be a free, autonomous, independent body, congregational in nature with authority to determine for itself in the manner set forth in this constitution, free of any outside control, authority or power, whether governmental or otherwise, the use of its property and all Church policies.

Section B: Affiliations

1. The Church recognizes the value and mutual helpfulness in the voluntary association of Churches which are in agreement in faith and practice as to make possible a spirit of fellowship and good will. It is recognized that association and cooperation between such Churches will influence the missionary, educational, and benevolent interests of each other. The Church does, therefore, declare its intention, as far as conscience will allow, to work in mutual cooperation with other missionary Baptist groups. Believing that the Catawba River Baptist Association, the Baptist State Convention of North Carolina, and the Southern Baptist Convention are bodies which have as their sole purposes the promotion and support of missions, education and benevolence, in keeping with the spirit and character of this Constitution and Bylaws, this Church agrees, so far as conscience will allow, to participate in these bodies through duly elected messengers and by support of the causes which these bodies represent.

V. Amendments to the Constitution, Bylaws, and Policy and Procedure Manual

Section A: Constitution/Bylaws

1. The Constitution and Bylaws are the core governing documents of East Valdese Baptist Church that set forth its basic structure, leadership, membership, and core beliefs. They are designed to provide the larger context of duties and responsibilities for leadership and membership.
2. The Constitution and Bylaws may be amended, altered, or repealed by a two-thirds vote of the members present at a business meeting of the Church called for said purpose, provided however, that such amendment, alteration, or repeal shall have been presented to the Church at least two weeks before the vote is taken.

Section B: Policy and Procedure Manual

1. The Servant Leaders, in cooperation with the church Staff, and the Legal Committee, shall maintain a Policy and Procedure Manual that spells out the current controlling policies and procedures governing all the aspects of the Church's affairs not controlled by the Constitution and Bylaws, including but not limited to, policies regarding the use of facilities, personnel, the handling of funds, graded ministry areas and the daily operation of the Church office.
2. The Policy and Procedure manual shall be available for inspection by any church member upon request.

Section C: Recommendations for Change

1. The active Servant Leaders shall be responsible for recommending changes in the Constitution and Bylaws of the Church when necessary. Toward this end, they shall, at least once annually, review these documents with that purpose in mind or shall delegate that annual review to the Legal Committee. Changes may also be recommended by any member of the Church at any regularly scheduled Servant Leaders' meeting. Such recommendations shall be reviewed by the Servant Leaders during the following month and a decision made whether to bring the recommended change to the Church for a vote. The member bringing the recommended change will be consulted throughout the process.

EVBC Bylaws

I. Church Membership

Section A: General.

1. Membership in this Church shall be predicated solely on religious grounds and not on social or cultural background, race, or other factors. Therefore, those persons who have confessed Jesus Christ to be their Savior and Lord and have been baptized by immersion are eligible for membership. All persons joining the Church will be encouraged to attend a new member's class. Those presenting themselves for membership shall have been counseled by the pastor or staff. If a person presents himself/herself for membership who has not been counseled, the Senior Pastor or staff or decision counselor shall inform the candidate of the need to meet with the Senior Pastor or staff person. Upon completion of this meeting, the person will then be presented for membership. The membership of the Church shall be composed of those eligible persons who have been received by vote of the Church or servant leader approval.

Section B: Candidacy.

1. Any person may offer himself or herself as a candidate for membership in this Church. All such candidates shall be presented to the Church at any regular Church service for membership in any of the following ways:
 - i. By profession of faith and for baptism according to the policies of this Church (see section 5A).
 - ii. By promise of a letter of recommendation from another Church of like faith and order.
 - iii. Anyone who has once been a member of a Baptist Church and, for any reason, has discontinued that relationship, or is not able otherwise to promise a letter of transfer, may be received into fellowship of this Church upon statement acceptable to the membership and by a majority vote of the Church.
 - iv. In cases of physical impairment or disability, candidates for membership may be received by statement of faith.

Section C: Rights and Responsibilities of Members.

1. Every member of the Church is eligible to vote at all elections and on all questions submitted to the Church in conference, provided the member is present.
2. Every member of the Church is eligible for consideration by the membership as a candidate for elective office in the Church, as consistent with scriptural qualifications and experience.
3. Every member of the Church may participate in the ordinances of the Church as administered by the Church.
4. In considering the responsibilities involved, members are expected to be faithful in all the responsibilities inherent in the Christian life, to regularly attend the services of the Church, to give regularly and systematically to its support and to kingdom causes, and to share in its organized work.

Section D: Termination of Membership.

1. Membership in this Church shall be terminated in the following ways:
 - i. Death by the member.
 - ii. Approval by the Church of a request for the letter of transfer to another Church of like faith and order.
 - iii. A member's request for removal from membership; or
 - iv. Exclusion by action of this Church.
2. Should a member of this Church join a Church of a different faith or order, membership will terminate with that act. A letter of acknowledgement will be directed to that Church upon request.

Section E: Discipline.

The Church may, by a two-thirds majority vote, terminate the membership of a person for reasons it considers sufficient to warrant such an action. However, a move to such action will be initiated only after due notice and opportunity for hearing has been given to the member, and after the Church has sought by redemptive efforts to make such action unnecessary.

We acknowledge that the purposes of Discipline are twofold:

Church discipline protects the purity of the Body of Christ and Church discipline seeks to restore the fallen brother or sister to full fellowship with Christ and His Church.

1. Since every member of the Church is to be a minister, all members are encouraged to exhort and stimulate one another to love and good works.
2. If a member (the restorer) has firsthand knowledge of another member (the offender) in sin, according to the principles found in Matt. 18, 1 Corinthians 5, and Gal 6, he or she should go privately to the offender and seek to restore him or her to fellowship with the Lord and His Church. If the offender repents, the matter is over, the brother or sister is restored. If the offender does not repent:
3. The restorer shall take two or three Church leaders to again confront the offender with his or her sin and again seek to restore him or her to fellowship and obedience. If the offender repents, the matter is over, the brother or sister is restored. If the offender does not repent, the leader involved in the previous step that went to the offender shall advise the Servant Leaders of what has transpired. If the Servant Leaders are satisfied that all actions have been scripturally undertaken and that the offender is indeed in a state of unrepentant sin, then the Servant Leaders shall inform the offender of the next step. If he or she remains unrepentant, then:
4. At a special conference of the Church, the Servant Leaders shall inform the Church body of the offender's sin and refusal to repent. The entire Church shall be encouraged to go to the offender and seek to restore him or her. If the offender repents, the matter is over, the brother or sister is restored. If the offender does not repent, he or she is informed by the Servant Leaders of the next step:
5. At a special conference of the Church, the Servant Leaders shall inform the Church body of the offender's continued refusal to repent. The Church may, by a two-thirds majority vote, terminate the membership of that person for reasons it considers sufficient to warrant such action. The offender's name shall be removed from the membership roll, the offender excluded from the ordinance of Communion, and the entire Church admonished to avoid any social contact with him or her. However, a move to such action will be initiated only after due notice and an opportunity for hearing has been given the member, and after the Church has sought by redemptive efforts to make such action unnecessary.

Section F: Procedure for Reinstatement after Discipline

1. Should a member once excluded by discipline show by his or her attitude and actions that he or she has repented of his sin and is once more seeking to live a life of obedience to Jesus Christ, upon his or her request, and under review of the Servant Leader body, he or she will be presented for membership by the Servant Leaders and voted upon by those present members and will be restored and be welcomed back into full fellowship.

II. Meetings

Section A: Types.

1. The Church shall hold regular meetings for worship, training, and fellowship.

Section B: Business Meetings.

1. The Church shall hold three regular business conferences a year; the first shall be in the month of August or September for the purpose of approving the Christian Service Counsel report, and the second in the month of December to approve the new year's budget, and third will be for the purpose of electing Servant Leaders. Minutes of all business meetings shall be kept by the Church clerk or their designee, to include the approximate number present and what actions were taken by the Church.

Section C: Called Business Meetings.

1. The Church may conduct called business meetings to consider matters of a special nature and significance. A two-week notice must be given for the special called business meeting unless extreme urgency renders such notice impractical. The notice shall include the subject, the date, and time and place; and it must be given in such a manner that all resident members have the opportunity to know of the meeting. Action can only be taken on published issues for the called meeting.

Section D: Other Meetings.

1. Other regular meetings of the Church as a whole or of authorized groups within the Church may be set according to the needs of and with the approval of the congregation.

Section E: Quorum

1. The quorum consists of those members who attend the business meeting, provided it is a stated meeting or one that has been properly called.

Section F: Parliamentary Rules

1. The latest edition of *Robert's Rules of Order, Revised*, is the authority for parliamentary rules of procedure for all business meetings of the Church.

III. Church Ordinances

Section A. Baptism

1. This Church shall receive for baptism any person who has received Jesus Christ as Savior by personal faith, who professes him publicly at any worship service, and who indicates by a commitment to follow Christ as Lord.
 - i. Baptism shall be by immersion in water.
 - ii. The Senior Pastor, or whomever he shall authorize, shall administer baptism.
 - iii. Baptism shall be administered as an act of worship during any worship service of the Church.
2. A person who professes Christ and is not baptized after a reasonable length of time shall be counseled by the pastor and / or staff or Servant Leaders. If negative interest is ascertained on the part of the candidate, his or her name shall be removed from the list of those awaiting baptism and membership.

Section B: The Lord's Supper

1. The Church shall strive to observe the Lord's Supper at least quarterly. The observance may be during either the morning or evening service of worship. The pastor and Servant Leaders shall administer the Lord's Supper.

IV. Church Finances

Section A: Budget

1. The Finance Committee shall prepare and submit to the Church annually an inclusive budget, indicating by items the amount needed and sought for all local and other expenses. It is understood that membership in this Church involves financial obligation to support the Church and its causes with regular, proportionate gifts.

Section B: Accounting Procedures

1. All funds received for any and all purposes shall pass through the hands of the Church treasurer and be properly recorded in the books of the Church. A system of accounting that will adequately provide for the approving of all funds monthly shall be the responsibility of the finance committee and the treasurer.

Section C: Fiscal Year

1. The Church fiscal year shall be the same as the calendar year, beginning January 1 and ending on December 31 of each year. Appropriate reporting procedures for the annual Church letter to the association shall be developed and carried out by the Finance Committee and Treasurer.

V. Church Officers and Staff

Section A: General

1. The officers of this Church shall be the Senior Pastor, the Church staff, the Servant Leaders, a clerk, a treasurer, and trustees. The Church may elect such other officers as it shall deem necessary. All who serve as officers of the Church and those who serve on Church committees shall be members of this Church.
2. No one shall serve as an active Servant Leader of the Church if that person's spouse is on the Church staff in a pastoral position.
3. The Church year for the purposes of elections, programming and planning shall be from September 1 through August 31 of the following calendar year.

Section B: Senior Pastor

1. The Senior Pastor is responsible for leading the Church to function as a New Testament Church. The Senior Pastor will lead the congregation, the organizations, and the Church staff to perform their tasks. The Senior Pastor is the leader of pastoral ministries in the Church. As such he works with the Servant Leaders and Church staff to:
 - i. Lead the Church in the achievement of its mission,
 - ii. Proclaim the gospel to believers and unbelievers, and
 - iii. Care for the Church's members and other persons in the community.
 - iv. Supervise all other ministerial and support staff.
2. The Senior Pastor will be ex-officio, member of all committees.

Section C: Calling of Senior Pastor

1. Whenever a vacancy occurs, a pastor selection committee shall be elected by the Church to seek out a suitable pastor, and its recommendations will constitute nomination. Any Church member has the privilege of making suggestions to the selection committee. The committee shall bring to the consideration of the Church one name at a time. The election shall take place at a meeting called for that purpose, of which at least two weeks' public notice has been given. Election shall be by secret ballot, an affirmative vote of three fourths of those members present being necessary for a choice. The Senior Pastor, thus elected, shall serve until the relationship is terminated by his request or the Church's request.

Section D: Vacating the Office of Senior Pastor

1. The Senior Pastor may relinquish the office of Senior Pastor by giving at least two weeks' notice to the Church at the time of resignation. The Church may declare the office of Senior Pastor be vacant. Such action shall take place at a meeting called for that purpose, of which at least one week's public notice has been given. The meeting may be called upon recommendation of a majority of the Servant Leaders or by written petition signed by not less than one fourth of the resident Church members. The vote to declare the office vacant shall be by secret ballot; an affirmative vote of two thirds of the members present being necessary to declare the office vacant. Except in instances of gross misconduct by the pastor so excluded from office, the Church will compensate the Senior Pastor with not less than one sixth of his total annual compensation. The Church, by two-thirds vote of members present, shall determine whether or not gross misconduct exists. The termination shall be immediate, and the compensation shall be rendered in not more than thirty days.

Section E: Other Ministerial Staff

1. The ministerial staff shall be called and employed as the Church determines the need for such offices. A job description shall be written when the need for a staff member is determined. All salary, benefits, or other compensation which are to be provided will be determined and presented to the Church for its approval at the time the position is filled. The pastor shall be the direct supervisor of any such other ministerial staff. Those staff members of whom the Church requires evidence of personal call of God to minister shall be recommended to the Church by the Servant Leaders and called by Church action. If such a staff member desires to resign, at least two weeks' notice shall be given to the Church.
2. The Servant Leaders acting as the personnel committee shall vote to vacate such positions upon recommendation of and consultation with the Senior Pastor. Such termination being immediate and the compensation conditions being the same as for the Senior Pastor, except that the amount shall relate to that individual's compensation.

Section F: Support Staff

1. The Church may establish such clerical and /or custodial staff positions as it shall deem necessary. Such personnel shall have their duties and responsibilities, as well as their compensation and benefits, in writing at the time of their employment. The Servant Leaders shall have the authority to employ and to terminate services of non-ministerial staff members. The Senior Pastor, in conjunction with the ministerial staff and personnel committee shall be the direct supervisor of all such support staff. The employment and termination of services shall be with the recommendation of the pastor and, personnel committee.

Section G: Servant Leaders

1. **Definition.** Understanding that the role of the biblical office of a deacon as set forth in Acts 6:1-6 and 1 Tim. 3:8-13 is twofold - serving and leading the body of Christ, we refer to those serving in the office of deacon as Servant Leaders.
2. **Duties.** In accordance with the teaching of the New Testament, Servant Leaders shall always regard themselves as servants of the Church. Their tasks are:
 - i. To serve with the Senior Pastor and staff in performing pastoral ministries,
 - ii. Leading the Church in worship, witness, education, ministry, and the application of Christian principles to daily living,
 - iii. Proclaiming the gospel to believers and unbelievers, and
 - iv. Caring for the Church's members and other persons in the community.
 - v. Serve as a Personnel Committee for the Church for the purposes of: creating job descriptions in partnership with the Senior Pastor, reviewing the job performance of all Church staff members, making recommendations to the Church about all staff members, and the employing and termination of all Church staff, with the exception of the Senior Pastor.
3. **Qualifications.** The Servant Leaders shall be elected from among those members who have proved themselves to have scriptural qualifications according to 1 Timothy 3:8-13

and Acts 6:1-7, and who have been active members of this Church for at least two years.

- 4. **Number.** There shall be at least 7 active Servant Leaders. The Church may increase or decrease the number of active Servant Leaders in accordance with Church growth.
- 5. **Election.**
 - Servant Leaders shall be elected for a term of 3 years each, with members elected each year according to the rotation plan approved by the Church.
 - i. By the last Sunday of June each year, a nominating ballot will be taken from the congregation. Servant Leaders currently serving will not be eligible for nomination but shall be eligible after a lapse of at least one year.
 - ii. Church members may nominate up to six candidates on this ballot. During the following weeks, the pastor, and Servant Leaders will review the nominations.
 - iii. By the second Sunday in August, the Church will announce a list of candidates, which shall contain a minimum of 4 names and a maximum of 6 names.
 - iv. By the end of August, a vote shall be held to choose the number of Servant Leaders needed to fill the vacancies.
 - v. Once elected, Servant Leaders will begin their service on the first day of the Church year which begins September 1st.
 - vi. Should a vacancy occur during the year, the qualified candidate receiving the next highest total vote in the previous election may fill the un-expired term. If the un-expired portion of the term is less than one half of the term, the Servant Leader filling it will be eligible for election to a full term at the end of the term.
- 6. **Termination**
 - A Servant Leader shall be removed from service as a Servant Leader upon recommendation of a majority of the current Servant Leader body, when he no longer maintains the scriptural qualifications or fails to carry out his duties as set forth in this constitution. Every attempt should be made to address and correct the problems before termination, according to the steps outlined in the Church discipline section. [Matt. 18:15-20, 1 Cor. 5, and Gal. 6] If a Servant Leader is removed, his position will be declared vacant and the steps to fill a vacancy will be carried out.

Section H: Moderator

The current Senior Pastor or his designee shall be the moderator. The Senior Pastor may replace himself as the moderator of any church conference in consultation with the Servant Leaders. In the event that the decision is made for the Senior Pastor to remove himself as moderator, the chairman of the Servant Leaders will fill the role of moderator. This person shall serve as the presiding officer for all Church business conferences. This person should be familiar with the use and content of Robert’s Rules of Order.

Section I: Church Clerk

The Church Clerk shall be elected annually upon recommendation of the Christian Service Council. It shall be the clerk’s responsibility to attend or be represented at all Church conferences, to ensure that an accurate record of all business transactions is kept, to ensure that the annual associational letter is prepared and properly transmitted to the associational clerk, to notify all officers, members of committees, and messengers of their election or appointment, to issue Church letters to members moving their membership to other Churches of like faith and order as authorized by the Church, and to ensure the preservation of all papers and valuable records and letters that belong to the Church and a true history of the Church keeping same in a safe place. It shall be the duty of the clerk to coordinate with the Church Secretary to ensure the keeping of an accurate roll of the Church membership, the dates and methods of admission and withdrawal, changes in name, correct mailing address, and other pertinent information about each member.

Section J: Treasurer

The Church shall elect annually a Church Treasurer as its financial officer upon recommendation of Christian Service Counsel. It shall be the duty of the Treasurer to receive, preserve, and pay out, upon request of authorized personnel, all money or things of value paid or given to the Church, keeping at all times an itemized account of all

receipts and disbursements. It shall be the duty of the Treasurer in conjunction with the Financial Secretary to make available to the Church an itemized report of the receipts and disbursements of the preceding quarter.

1. All books, records, and accounts for which the treasurer is responsible shall be the property of the Church. The Treasurer's report and records may be audited at the pleasure of the Church. The Treasurer shall, upon invitation, meet with the Servant Leaders and shall be a member of the Finance Committee.
2. The Church may elect assistant treasurers, and assign them such duties, as it deems necessary. Assistant treasurers shall be directed by the Church Treasurer and will assist him or her in the performance of his duties.

Section K: Trustees

1. At all times there shall be three Trustees to hold title to all Church property for the benefit of those members of the Church, whether a majority or a minority, who adhere and submit to the regular order of the Church and who follow the established usages, customs, doctrines, practices, and organizations of the Church together with its connections with other denominational bodies. Two Trustee signatures shall be required to execute all contracts, deeds, mortgages, or other instruments when authorized to do so by the Church in conference or the Servant Leaders acting within their authority. One Trustee shall be elected each year, to serve a term of three (3) years. A suitable person shall be nominated by the Christian Service Counsel for each vacancy. Such election shall be at the same time and in the same manner as the Church shall elect other officers. Upon the death, resignation, or inability of any of the Trustees to serve during a Church year, a successor shall be promptly elected by the Church in a conference called for this purpose.
2. The Trustees shall choose annually one of their number to serve as president and another to serve as secretary. These shall be approved by the Church in conference.
3. The Trustees shall serve as corporate officers of the Church, for the purposes of North Carolina Law.

VI. Church Committees & Teams

Section A: Standing Committees/Teams

1. The Church shall have such standing committees as it deems necessary to carry out the various programs of the Church efficiently and effectively. The standing committees may include, but not be limited to, the following: Transportation Committee, Finance Committee, Decorating Team, Maintenance Committee, Missions Committee, Christian Service Council, Recreation Committee, Scholarship Fund Committee, Senior Adult Ministry Team, Fellowship Committee, Legal Committee, Food Pantry Ministry Team, Women's Ministry Team, Men's Ministry Team, TLC Ministry Team, Connect Team, Van Ministry Team, Children's Ministry Team, and Youth Ministry Team.

Section B: Special Committees

1. The Church may elect such special committees as it shall deem necessary for accomplishing its purpose. Such committees may include, but not be limited to, a Pastor Search Committee and a Building Committee.
2. Duties. The duties, responsibilities, and term of office of all special committees which the Church shall elect will be contained in the motion made for their election. This shall include any deadlines or other special conditions which the Church may impose and may be changed by another vote of the Church in conference. The moderator shall designate the method of choosing members of special committees unless the motion specifies it.

Section C: Election of Chairpersons

1. All committees/teams are encouraged to meet within a month of their election and elect a chairperson. The outgoing chairperson of that committee shall call the incoming committee together so that a new chairperson can be elected.

VII. Church Program Organizations

Section A: General Conditions

1. The Church shall maintain programs of Bible teaching; Church member training; Church leader training; new member orientation; mission education, action, and support; and music education, training, and performance. All organizations related to the Church programs shall be under Church control, all officers being elected by the Church and reporting regularly to the Church, and all program activities subject to Church coordination and approval. The Church shall provide human resources, the physical resources, and the financial resources for the appropriate advancement of these programs.

Section B: Weekly Discipleship Opportunities

1. Organization. The Sunday School shall be the basic organization for the Bible teaching program. Its tasks shall be to teach the biblical revelation, reach persons for Christ and Church membership, perform the functions of the Church within its constituency, and provide and interpret information regarding the work of the Church and denomination. The Sunday School shall be organized by departments and / or classes, as appropriate for all ages, and shall be conducted under the direction of the Sunday School Director elected by the Church. Other officers may be elected by the Church as desired, in order to carry out the functions of the Sunday School.
2. Duties of the Sunday School Director(s). The Sunday School Director(S) shall have general oversight of the entire Sunday School Ministry and shall administer its affairs in cooperation with, and according to, the plans and methods of the Sunday School Board of the Southern Baptist Convention, subject to the approval of the Church. The Director(s) shall be acquainted with the best methods of religious education and shall endeavor to implement them in the Sunday School. The Director(s) shall call such regular meetings of teachers and officers as he / she feels necessary, giving advice and receiving suggestions from coworkers.
3. Midweek Discipleship Opportunities shall serve as a training unit of the Church. Its tasks shall be to train Church members to perform the functions of the Church; train Church leaders; orient new members; teach Christian theology, Christian ethics, Christian history, and Church polity and organization; and provide and interpret information regarding the work of the Church and denomination. Midweek Discipleship Opportunities shall be organized in a manner which best serves the needs of the Church and shall have such classes and officers as are deemed necessary to accomplish its purposes.

Section C: Church Music & Media

1. Organization. The Church music and media ministry, under the leadership of the Music & Media Pastor, shall be:
 - A. The music education, training, and performance arm of the Church. Its tasks first is to bring glory to God through all of the music in the church. It is carried out by encompassing all different aspects of the ministry including choir, worship team, and instrumentalists. It is to teach music; train people to lead, sing, and play music; provide music in the Church and opportunities beyond through the community and the Foothills.
 - B. The media output and promotion arm of the church. Its task is in helping to promote and carry out all aspects of the technology in the church including, but not limited to, streaming for the worship services, social media promotion, and the church website. It maintains all technology equipment and materials. It encompasses all areas of technology including, but not limited to, the camera director, the camera operators, the streaming audio mixer, the projection operator, and the front of house mixer.
2. Duties of the Music & Media Pastor. The Music & Media Pastor shall have such duties as the Church may designate. A written job description can be found in the church handbook.
3. Instrumentalists. The Church shall employ a pianist who will work with the Music &

Media Pastor to assist in preparing and performing all regular services and special services as needed. Other instrumentalists may be employed with recommendation from the Music & Media Pastor and the approval of the Personnel Committee of the Church. All instrumentalists, volunteer or paid, are responsible to the Music & Media Pastor.

VIII. Church Program Services

Section A: General Conditions

1. The Church may establish and maintain any special program services as it shall deem necessary for the purpose of enriching and extending the ministries and programs of the Church. Such program services shall have such officers and organization as necessary to accomplish their assigned tasks.

Section B: Media Center

1. The media center organization will be the resource center for the Church. Its personnel will seek to provide and promote the use of printed and audiovisual resources. They will also provide consultation to Church leaders and members in the use of the Church's resource collection. The Church Librarian shall be the head of the Church media organization.