

# **CONSTITUTION AND BY-LAWS**

## **WYTHEVILLE BAPTIST CHURCH**

### **PREAMBLE:**

For the more certain preservation and security of the principles of our faith and to the end that this body may be governed in an orderly manner consistent with the accepted tenants of a missionary Baptist church, and for the purpose of preserving the liberties inherent in each individual member of this church and the freedom of action of this body with respect to its relation to other churches of the same faith, we do declare and establish this constitution.

### **ARTICLE I NAME**

This body shall be known as the Wytheville Baptist Church.

### **ARTICLE II PURPOSE**

To be a dynamic spiritual organism empowered by the Holy Spirit to share Christ with as many people as possible in our church, community, and throughout the world.

To be a worshiping fellowship, experiencing an awareness of God, recognizing His person, and responding in obedience to His leadership.

To help people experience a growing knowledge of God and Man.

To be a church that ministers unselfishly to persons in the community and world in Jesus' name.

To be a church whose purpose is to be Christ like in our daily living by emphasizing total commitment of life, personality and possessions to the lordship of Christ.

### **ARTICLE III CHURCH POLITY**

The government of this church is vested in the body of believers who compose it. It is subject to the control of no other ecclesiastical body, but it recognizes and sustains the obligations of mutual counsel and cooperation which are common among Baptist churches. Insofar as is practical, this church will cooperate with and support the Highlands Association, the Baptist General Association of Virginia and the Southern Baptist Convention.

### **ARTICLE IV STATEMENT OF FAITH AND MESSAGE**

The articles of faith shall be those expressed by "The Baptist Faith and Message," a statement adopted by the Southern Baptist Convention in Kansas City, Missouri, on May 9, 1963.

## **ARTICLE V CHURCH COVENANT**

Having been led as we believe, by the Spirit of God, to receive the Lord Jesus Christ as our Savior, and on the profession of our faith, having been baptized in the name of the Father, and of the Son, and of the Holy Ghost, we do now, in the presence of God, angels 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, in holiness and comfort; to promote its prosperity and spirituality; to sustain its worship, ordinances, discipline and doctrines; to contribute cheerfully and regularly to the support of the 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 secret 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 abstain from the sale and use of intoxicating drinks as a beverage, and to be zealous in our efforts to advance the kingdom of our Savior.

We further engage to watch over one another in brotherly love; to remember each other in prayer; to aid each other in sickness and distress; to cultivate Christian sympathy in feeling, and 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

## **BY-LAWS ARTICLE I PREVIOUS BY-LAWS**

This Constitution and By-Laws automatically supersedes any previous Constitution and By-Laws now in effect in the church.

## **ARTICLE II MEMBERSHIP**

### Section 1. Voting Rights

Only members in good standing may act and vote in transactions of the church. Members must be present at meetings to vote except when absentee voting has been arranged. Absentee voting will be permitted for those confined by illness or unavoidably out of town. Absentee ballots should be sent to the moderator or tally team. Any vote requiring a two-thirds majority must be taken by written ballot.

### Section 2. Admission to the membership shall be governed in the following manner:

- A. Any person professing faith in the Lord Jesus Christ, giving evidence of a change of heart, and having accepted the statement of faith of this church may be received into membership after baptism.
- B. Members of other Baptist churches may be received as members with us by presenting letters of transfer from such churches, and accepting the statement of faith of this church.

- C. Any applicant for membership for whom the ordinance of baptism by immersion has been administered may be received upon a statement of his experience of faith in the Lord Jesus Christ prior to baptism, and after accepting the statement of faith of this church.
- D. A person requesting membership in this church will first talk with the pastor and/or a deacon. He/she then will be presented to the church during a regular worship service at which time he/she must receive a majority vote of the members present and voting.

Section 3. Transfer and dismissal from the membership shall be governed in the following manner:

- A. A letter of transfer and recommendation shall be granted, on application, to any member in good standing to join another Baptist church.
- B. A letter of dismissal shall be granted, on application, to any member wishing to join a church of another faith, or at his own disposition.
- C. Any member who has been absent for two years and has communicated in no way with the church will be placed on an inactive roll. Such a member may be restored as a member in good standing by his return to the church and an expression of renewed interest. If after a reasonable length of time and sufficient encouragement by the membership he/she continues to show no interest he/she will be subject to the discipline of the church.
- D. A member guilty of gross or persistent neglect of covenant obligations shall be considered a proper subject for discipline. In such cases it shall be the duty of the pastor and the deacons, or one or more of their number to contact such delinquent a member to ascertain the cause of the delinquency or failure to meet covenant obligations and, if in their opinion the conditions warrant church action, they shall make such reports to the church.

### **ARTICLE III MEETINGS AND QUORUM**

#### Section 1. Kinds of Meetings

This church shall hold regular meetings for worship, teachings, training, prayer and fellowship.

#### Section 2. Regular Business Meetings

Regular business meetings shall be held once each month at a time agreed upon by the church and as adopted in the annual church calendar. Notice of such meetings shall be made from the pulpit and/or in the church bulletin on the Sunday before the meeting. Any regular meeting of the church shall be considered a business meeting for the reception of members, the granting of letters of dismissal and the approval of delegates to conferences, councils, conventions, or other meetings where the church should be represented and no previous notice shall be required.

The first regular business meeting following the Highlands Association annual meeting will include a summary of the Annual Church Profile as submitted to the association.

In the event of inclement weather, a regular business meeting shall be held the next available Wednesday, providing a notice is made from the pulpit and/or in the church bulletin on the Sunday before the meeting.

### Section 3. Special Business Meetings

Special business meetings may be called for the purpose of transacting the business of the church. These meetings may be called in one of these ways: 1) Moderator, 2) the pastor, 3) the chair of Pastor-Church Relations Team, 4) the chair of deacons, 5) upon receipt of a petition signed by twenty-five (25) members of the church. Notice of such called business meeting shall be by mail and must be posted at least seven (7) days prior to the date for the special business meeting. Such notice may be included in the weekly bulletin provided that all other requirements of this section are met. The nature of the business to be transacted shall be specified in the notice.

### Section 4.

All meetings for business will be subject to the guidelines of this Constitution and By-Laws and the latest edition of ROBERTS RULES OF ORDER

### Section 5. Quorum

Twenty-five (25) members present and voting shall constitute a quorum for all business sessions of the church, provided requirements regarding notification of such meetings as authorized in this Constitution and By-Laws have been followed.

### Section 6. Observance of Ordinances

#### A. Lord's Supper

The Lord's Supper shall be observed in the morning or evening worship regularly (monthly when practical) and at other times at the discretion of the pastor and deacons.

#### B. Baptism

Baptism shall be administered as required and according to the mode outlined in Article IV of the Church Constitution.

## **ARTICLE IV OFFICERS AND STAFF**

### Section 1. Officers

#### A. General Officers

The general officers of the church shall be the pastor, other staff ministers, deacons, clerk, treasurer, financial secretary and trustees. Church staff members shall be added as the church directs.

#### B. Organizational Officers

The organizational officers of the church shall be the Director of Sunday School, the WMU Director, and the Baptist Men and others as needed.

### Section 2. Election of Officers

- A. All officers, except those hereinafter provided, shall be elected at a business meeting or at a meeting called for that purpose, at least one month prior to the time they take office. Nominees for these elections shall be those submitted by the Equipping Team or made from the floor at said meeting. Persons elected to office shall begin serving October 1 of each year, unless otherwise stated. All officers must be active members of the church.
- B. The trustees shall be elected by a counted vote to serve for an indefinite time at the pleasure of the church.

- C. The deacons shall consist of a minimum of six (6) members, approximately one-third of whom shall be elected each year to serve for a period of three (3) years beginning with the new church year. They shall not be eligible for re-election for a period of one (1) year unless they are filling an unexpired term. Only those persons who have been active members of Wytheville Baptist Church for one (1) year prior to nomination will be eligible for election.

An ad-hoc team consisting of two (2) deacons selected by the Deacons and two (2) lay members selected by the Equipping Team will seek qualified candidates for the office of deacon to be presented to the church for election. Church members may suggest themselves or other church members to the Ad Hoc Team.

This ad hoc team will interview all candidates to determine willingness to serve, to share expectations of deacons, and to further explain the role of deacons at Wytheville Baptist Church. Nominees previously ordained as deacons shall be so designated on the ballot.

- D. Vacancies in any office, except those of staff members, may be filled at any regular business meeting of the church upon nomination by the Equipping Team and election by the church. If a vacancy should occur within the deacons, the ad hoc team noted in the previous paragraph will select a candidate for election to fill the vacancy for the unexpired portion of that term. That person will be eligible for re-election for the succeeding term. The person filling the unexpired term shall be ordained if necessary before serving.

### Section 3. Staff Personnel

#### A. Election

The pastor shall be elected at a business meeting of the church provided that:

1. A notice of election shall have been given the preceding Sunday.
2. A letter shall have been mailed to the membership giving the qualifications, personal data of the candidate and his family and the date of election.
3. The prospective pastor has been involved in a meeting with the congregation.
4. A general discussion regarding the candidate has been held preceding the election under the direction of the ad hoc Pastor Search Team.
5. An affirmative vote of 3/4 of the members present and voting approves the calling of a pastor.
6. The election shall be by ballot.

#### B. Tenure

1. The pastor shall serve for an indefinite period of time, until his resignation or church termination
2. In the event of a pastoral resignation, the pastor shall give the church a minimum of two (2) weeks and not more than thirty (30) days' notice of recantation in writing before termination.
3. All modifications to the approved Church-Pastor Covenant during the tenure of the senior pastor must be documented in the form of written addendums, dated, initialed by both senior pastor and church's representative, attached to the original approved Church-Pastor Covenant, and placed in the senior pastor's personnel file.

### C. Termination

1. The pastor may be terminated by the congregation at a special called business meeting upon a joint recommendation by the Pastor-Church Relations Team and deacons, or upon a motion from the church floor.
2. It shall be the duty of the moderator to call a special meeting of the church and preside at the meeting. Notice of such a meeting shall be given by mail to each member. If at said meeting, a two-thirds majority of the members present and voting by ballot, vote for a change of pastor, it shall be the duty of the clerk to so notify him and request his resignation to become effective immediately with three (3) months' salary and benefits provided as defined within the Pastor-Church Covenant (not including church related expenses). The pastor shall not be expected to fill the pulpit or perform pastoral ministries during this time. Failure of the pastor to comply with the request shall constitute grounds for the Pastor-Church Relations Team and the deacons to declare the office vacant.

D. The method of election and termination for full time staff members other than the pastor shall be the same as that of the pastor.

E. Other staff employees shall be elected to serve at the pleasure of the church upon recommendation of the Personnel Team. Termination of such employees requires two weeks' notice from either party.

## **ARTICLE V DUTIES OF OFFICERS**

### Section 1. Pastor

The pastor shall conduct the public services of worship, and the general development of the church work shall be under his supervision. He/she shall be a member of all leadership and organizational teams except the Pastor-Church Relations Team, in addition to the number of members hereinafter required on each team. In the event of a planned pastoral absence the pastor shall arrange to have the pulpit filled.

### Section 2. Minister of Education

The minister of education is responsible for the overall educational growth of the church. He/she is to work with and be responsible to the pastor in development of programs and activities suitable to the educational needs of the church. He/she is to work with the volunteer workers in each organization and auxiliary organization, offering assistance and training when and where needed.

### Section 3. Deacons

It shall be the duty of the deacons to cooperate with the pastor in the work of the church. They are charged especially with the spiritual advancement of the church and the Pastoral care of the church members; this charge will include leading with hospital and nursing home visitation and with visitor follow-up. They shall distribute the elements of the Lord's Supper. They shall present to the church all cases of discipline where church action is necessary. In the event of an unplanned pastoral absence or during a pastoral vacancy, the deacons shall be responsible for filling the pulpit.

#### Section 4. Trustees

Three Trustees elected by the church, subject to confirmation of the court, shall hold in trust all property belonging to the church, and take all necessary measures for its protection. They shall at all times carry out the will of the church.

#### Section 5. Moderator

The church shall elect a moderator and vice-moderator annually upon recommendation of the Equipping Team. The vice-moderator is to serve in the absence of moderator. The moderator shall appoint all special teams, when not otherwise specified.

#### Section 6. Clerk

The clerk shall obtain and keep a faithful record of all the business meetings of the church. He/she shall keep a correct list of all members of the church and their addresses. He/she shall report to the church at the time of approval of the associational letter the number baptized, number received by letter or experience, number dismissed by letter, withdrawals, and by death, and shall post an up-to-date church roll at that time. The clerk, along with a substitute, will be nominated and elected annually by the church.

#### Section 7. Treasurer

The treasurer shall take charge of the records of all funds of the church, and pay all bills authorized by the Stewardship Team or church membership. He/she shall present a monthly statement of expenses to the deacons, and at the regular business meeting of the church. He/she shall also present a yearly statement of all receipts and expenditures to the church at the close of the church fiscal year. He/she shall be under the supervision of the Stewardship Team, and shall be a member of that team. His/her books shall be audited yearly by a Public Accountant, or an audit committee.

#### Section 8. Financial Secretary

The financial secretary shall keep an accurate record of the names of all members and the amounts pledged and paid. He/she shall send out semi-annual financial reports to all who have given through the church envelope system. It will be his/her duty to provide all members with their church envelopes. Members added to the church shall be given church envelopes as soon as practicable after their admission by the fellowship. The Financial Secretary shall be nominated by the Equipping Team and elected annually by the church.

#### Section 9. Staff Employees

Church staff members will perform duties outlined in a job description adopted by the church.

#### Section 10. Director of Sunday School

The Director of Sunday School shall have general oversight of the entire school, 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 local church. He/she shall acquaint himself/herself to the best methods of religious education and endeavor to adopt them in this school. It shall be his/her duty to counsel weekly or monthly with his/her teachers and officers through officers' and teachers' meetings, in the work of the school, giving advice and receiving suggestions from his/her co-workers. He/she shall see that a full and accurate report is made of the work of the Sunday school in the regular business meeting of the church.

### Section 11. Director of Baptist Men

The Director of Baptist Men shall promote the work of the Baptist Men as outlined by the Brotherhood Commission of the Southern Baptist Convention, seeking to enlist the men and boys of the church in an active program for Christ. He/she shall see that a full and accurate report is given at the regular business meetings of the church.

### Section 12. Director of Woman's Missionary Union

The Director of Woman's Missionary Union shall seek to enlist all the women and girls of the church in a program of missions, training, giving, and activity according to plans promoted by the Women's Missionary Union, Auxiliary to the Southern Baptist Convention. She shall see that a full and accurate report is given at the regular business meetings of the church.

## **ARTICLE VI ORGANIZATIONAL TEAMS**

### Section 1. General

Organizational Teams for serving the church are outlined and described in the remainder of this Article. Team members shall be recommended by the Equipping Team and elected by the church unless otherwise indicated in the descriptions that follow in this Article. Unless otherwise specified in the team descriptions, the elected team members shall serve on a three-year rotating system, with one of the team members rotating off each year and not being eligible to be re-elected to the same team for a period of one year. Each team will consist of three (3) elected team members unless otherwise indicated in the team descriptions that follow in this Article. Additional volunteers may also serve with the teams. Team members must be active members of the church. Each team shall meet shortly after their election and set up their own organization of chairperson, etc.

### Section 2. Leadership Team

- A. The primary functions of the Leadership Team shall be to recommend to the congregation suggested objectives and church goals; to review and coordinate program plans recommended by the church officers, organizations, and teams; to recommend to the congregation the use of leadership, calendar time, and other resources according to program priorities; and to evaluate program achievements in terms of church goals and objectives.
- B. The Leadership Team, unless otherwise determined by vote of the church, shall have as regular members the Pastor, Chair of Deacons, Worship Team Leader, Discipleship Team Leader, Inreach Team Leader, Outreach Team Leader, and Administrative Team Leader. Other team chairpersons and church-elected officers shall serve as ex officio members.
- C. All matters agreed upon by the Leadership Team, calling for action not already authorized, shall be referred to the church for approval or disapproval.

### Section 3. Worship Team

The purpose of the Worship Team is to ensure that worship is meaningful, inspirational, and relevant to those who take part in the worship. The team will spend time in planning and logistics so that worship and the worship environment give glory to God. A Worship Team Leader and two additional team members, representing each of the two Sunday worship services, will be nominated by the Equipping Team and elected by the church for a three-year term before rotating off for a year prior to eligibility for reelection. The Worship Team will also include members of the following teams.



- A. Music Ministry Team  
Shall consist of the staff Minister of Music and the Organist, along with the volunteer director of contemporary worship.
- B. Multi-media Team  
Shall work through amplified sound, recordings, computer applications, and other forms of communications and shall be responsible for all technical functions of church events, such as Sunday worship services, special services, youth events, Simulcasts, congregational meetings, and other gatherings. Because of the special knowledge and technical skills required for the operation of the multi-media equipment, three team leaders are to be nominated by the Equipping Team and elected by the church, with no planned team member rotation. Team leaders shall select sufficient volunteers as additional team members.
- C. Flower Team  
Shall provide flower arrangements and/or decorations that will enhance weekly congregational worship and special events.
- D. Ordinance Team  
Deacons will have the responsibility for the ordinances of Baptism and Communion and shall provide a Baptism Team and Communion Team to facilitate these ordinances and provide assistance to the pastor in conducting these special services. Congregational members may be added to assist the Deacons in preparation, storage of equipment, and clean-up.
- E. Ushers/Greeters Team  
Ushers/Greeters shall greet everyone who attends a service and ensure that all who enter the sanctuary have seating and feel welcome and comfortable. They shall also serve as Greeters for Sunday School, ensuring that visitors are shown to a class. The Ushers/Greeters Team shall consist of four members, annually nominated by the Equipping Team and elected by the church. These Team Leaders shall enlist and schedule other volunteer members to form four groups of six people each, with one group serving the 8:30 am service and with the other three groups serving the 11:00 am service on a monthly rotational basis and providing the Sunday School Greeter.

#### Section 4. Discipleship Team

The Discipleship Team leader will oversee and assist the teams in the Discipleship area of church ministry: Sunday School, Age Division Ministry, Bible Study, VBS Team, and Library and History.

- A. Preschool Ministry Team  
Shall help meet the physical, emotional and spiritual needs of preschoolers from birth through four years of age.
- B. Children's Ministry Team  
Shall build and maintain an effective Children's ministry, working in collaboration with the Children's Director and in support of his/her work.
- C. Youth Ministry Team  
Provide vision, direction, planning and implementation of the youth ministry program at Wytheville Baptist Church. The Youth Ministry Team will work collaboratively with the Youth Minister to provide spiritually challenging study, activities and events to encourage teenagers in their spiritual growth and relationship with Christ.

D. Adult Bible Study Team

Shall provide opportunities for adult individual and group Bible Studies that equip seekers and followers of Christ in the spiritual disciplines of Bible Study, prayer, and exercise of their spiritual gifts.

E. Vacation Bible School Team

Shall plan and carryout the summer VBS for the church. They will recruit volunteers and evaluate the program. The team will work in collaboration with the Children's Director and the Youth Minister.

F. Media-Library and Church History Team

Shall maintain a media center and gather and preserve historical records. The Team will consist of six (6) members, nominated by the Equipping Team and elected by the church. Each shall serve a 3-year term.

Section 5. Inreach Team

The Inreach Team Leader will oversee and assist the teams in the Inreach area of church ministry: Fellowship Team, Food and Encouragement Team, Young-at-Heart, Bereavement Assistance Team, and Deacon-led Visitation Teams.

A. Fellowship Team

The Fellowship Team works in concert with the Inreach Team, other church teams, staff and the Leadership Team to facilitate and promote a sense of community within the church family through Christian Fellowship. The team will provide church-wide fellowship activities which enhance the life of the church and build stronger bonds within the congregation.

B. Food and Encouragement Team

Will coordinate all food ministry of the church, including Wednesday Night Supper, funeral meals, and food delivered to those in need of assistance and encouragement. The team will work in collaboration with the Wednesday Night Chef and in support of his/her work.

C. Bereavement Assistance Team

Will provide Christian love and support to families who have recently lost a loved one. The team will reach out with emotional support and also provide church support during funerals held at Wytheville Baptist Church.

D. Young-at-Heart

The Young-at-Heart will encourage senior adults, age 55 and older, to live a full and effective life for Christ. The Young-at-Heart will elect its own leader and officers.

Section 6. Outreach Team

The Outreach Team leader will oversee and assist the teams in the Outreach area of church ministry: Baptist Men, Women's Missionary Union and Outreach Opportunities Teams.

A. Women's Missionary Union (WMU)

WMU shall offer organizations, approaches and ministries that enable every member of the church to learn about and become involved in missions and live a missional lifestyle. The WMU nominates and elects its own officers.

B. Baptist Men on Mission (BMen)

BMen will facilitate and encourage every man in Wytheville Baptist Church to become an "on mission" man by living the BMen Mission: Worship God in all aspects of life, Obey Christ by serving others, Resolve to build relationships that strengthen family and church, and Keep commitments to join other men in God's Great Commission. BMen nominates and elects its own officers.

C. Outreach Opportunities Team

Will lead the church to fulfill its missions responsibility by providing opportunities for members of the congregation to meet the needs of others through community ministries and world missions. The Baptist Men's Leader and WMU Director will also serve on this team, along with elected team members.

Section 7. Administrative Team

The Administrative Team shall be responsible for the Administrative area of church ministry. The Administrative Team Leader shall be nominated by the Equipping Team and elected by the church and will oversee and assist the following teams:

A. Personnel Team

Shall be an advocate for the church staff and protect the church's investment of time and money.

B. Stewardship Team

Will plan and promote stewardship education in all areas of church life and will develop and oversee the annual church budget. In addition to the three elected members, the Treasurer and the Financial Secretary will serve as advisors to the Team. The Stewardship Team will also oversee the functions of the Tellers Team. The Tellers Team shall consist of six members nominated by the Equipping Team and elected by the church. Tellers Team members shall serve no more than three years and take one year off before reelection to that team. Tellers Team members will work together in teams of two at all times to count, accurately record, and give a proper accounting of all incoming monies of the church before making bank deposits.

C. Property Team

Shall be responsible for the maintenance and upkeep of all property belonging to the church.

D. Church Officers Team

Shall consist of the Moderator, Church Clerk, and Trustees, and their duties are outlined in Article V.

E. Pastor-Church Relations Team

Will work to promote communication and a healthy relationship between the pastor and people of the church. In event of the installation of a new pastor, the Pastor-Church Relations Team will be composed of three members of the ad hoc Pastor Search Team who worked to call the pastor to the church. Each year for the first three years of the new pastor's tenure, one team member will rotate off the team, being replaced by a church member nominated by the Equipping Team and elected by the church.

F. Constitution Team

Shall prepare and recommend the constitution to the church, along with any revisions to the constitution.

G. Equipping Team

Shall select, enlist, and nominate persons to fill church offices and serve on church organizational teams. The Equipping Team shall consist of three members and organizational officers. Each member will be nominated by the church membership and elected at a business meeting prior to the start of the church year. Each elected member will serve on a three-year rotation, with one year before reelection to the Equipping Team.

**ARTICLE VII  
PROGRAM ORGANIZATIONS**

Section 1. General

All organizations of the church shall be under church control, all officers being elected by the church and reporting regularly to the church.

Section 2. Sunday School

There shall be a Sunday School divided into divisions and classes for all ages and conducted under the direction of the Sunday School Director for the study of God's Word. The tasks of the Sunday School shall be to teach the biblical revelation; reach persons for Christ and church membership; perform the functions of the church within its constituency; provide and interpret information regarding the work of the church and denomination.

Section 3. Woman's Missionary Union

There shall be a Woman's Missionary Union with such officers and organizations as needed. The tasks of the Woman's Missionary Union shall be to teach missions; engage in mission action, support world missions through praying and giving; provide and interpret information regarding the work of the church and the denomination.

**ARTICLE VIII  
CHURCH FINANCES**

Section 1. The Budget

A unified budget adopted annually by the church will serve as a guideline for all local and world-wide expenses. The budget will be submitted by the Stewardship Team at least thirty (30) days prior to the date it goes into effect.

Section 2. Accounting Procedures

A. General Account

All regular or special offerings will be deposited to the general account of the Wytheville Baptist Church and dispersed according to the guidelines of the church budget or designation of the offering.

B. Designated Accounts

All designated gifts or trusts will be deposited in special accounts, to be used according to the wishes of the donor. Such accounts may be savings or checking.

C. Benevolence Fund

Benevolence Fund will be monies received through offering following the Lord's Supper and will be managed by a team comprised of the Pastor, Secretary, and Treasurer.

D. The treasurer and Tellers Team will be bonded.

## **ARTICLE IX GENERAL MATTERS**

### Section 1. License

When a member announces to the church that he/she feels the call to the ministry, the church by majority vote may license him as an acknowledgment of his call to the ministry and encouragement to make preparation for it. The clerk of the church may furnish the member with a copy of the minutes or a certificate of license as his credential. It is understood that the performance of civil duties by the member shall be governed by state law.

### Section 2. Ordination

In the event this church has been requested to ordain a member who has felt the call to God to the ministry, the following procedure shall be followed: The church will express its approval by a vote of three-fourths of the members present at any regularly arranged business meeting of the church. Then the church shall invite the Associational Committee on Ordination to examine the candidate concerning his fitness for the ministry. In the event the Association has no such committee, this church shall invite representatives of neighboring Baptist churches to examine the candidate and report to the church. If the report of the committee is favorable, the church shall proceed with the ordination.

## **ARTICLE X**

The articles of this constitution and by-laws may be amended at any regular meeting of the church by a two-thirds vote of all members present, provided that two-week's notice of the proposed change shall have been given in writing in the church publication, THE BEACON, the weekly bulletin and announced at two regular preaching services of the church. Copies of all changes or amendments will be made available to members upon request.