

THE CONSTITUTION AND BY-LAWS
BETHLEHEM CHRISTIAN CHURCH
ALTAMAHAW, N. C.
(Revised October 2013)

ARTICLE ONE - NAME

The name of this church shall be Bethlehem Christian Church.

ARTICLE TWO - MISSION & PURPOSE

The mission of this congregation shall be to:

Love God, love others, and make disciples as we go.

The purpose of this congregation shall be to glorify God by:

- Sharing in the worship of God and administering the sacraments of the church (Worship).
- Making God's will dominant in the lives of this congregation by teaching one another to obey all that Christ commanded and living according to the example as set forth in His life, teachings, death, and resurrection (Formation).
- Being a source of spiritual guidance to all who seek it and exercising Christian care over its members. Binding together the followers of Jesus Christ in Christian fellowship (Fellowship).
- Winning people to Christ and serving as a channel of expression for its membership in extending the kingdom of God throughout the world (Outreach).

To accomplish this purpose the congregation shall maintain public worship and Christian instruction to serve as a vehicle through which its members might become more effective witnesses for Christ. Further, the congregation shall seek cooperation of other like-minded churches and shall join in the common goal of promoting the cause of the kingdom of God.

ARTICLE THREE - POLITY

The congregation acknowledges Jesus Christ as its Head and finds in the Holy Scriptures, as properly interpreted with the help of the Holy Spirit through reason, faith, and conscience, its guidance in matters of faith and discipline.

Bethlehem Christian Church shall be a part of the Conservative Congregational Christian Conference and shall sustain that relationship according to the Constitution and By-laws of the Conservative Congregational Christian Conference.

The government of this congregation shall be vested in its members, who exercise the right of control in all its affairs, subject, however, to the Laws of the State of North Carolina relating to corporations not for profit or ecclesiastical corporations.

ARTICLE FOUR - DOCTRINE

1. FAITH. This congregation recognizes the Bible as the sufficient rule of faith and practice, and holds that living in accordance with the teachings of Jesus Christ is the true test of fellowship. Members shall have the undisturbed right to follow the Word of God according to the dictates of their own conscience, under the enlightenment of the Holy Spirit. The following statement of faith is not a test but an expression of the spirit in which the congregation interprets the Word of God.

We believe the Bible, consisting of the Old and New Testament, to be the only inspired, inerrant, infallible, authoritative Word of God written.

We believe that there is one God, eternally existent in three persons: Father, Son, and Holy Ghost.

We believe in the deity of Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory.

We believe that for salvation of lost and sinful man regeneration by the Holy Spirit is absolutely essential.

We believe in the present ministry of the Holy Spirit by Whose indwelling power and fullness the Christian is enabled to live a godly life in this present evil world.

We believe in the resurrection of both the saved and the lost, they that are saved unto the resurrection of life and they that are lost unto the resurrection of damnation.

We believe in the spiritual unity of all believers in Christ.

Based on the preceding statement of faith, Bethlehem Christian Church has established and accepted the following vision statement:

To be a congregation whose doctrine is based solely on the Holy Scripture and reaches out to the lost that they might know the joys of salvation and fellowship with God the Father, Christ, and the Holy Spirit, to encourage personal involvement of all its members in missions - both home and abroad, to demonstrate Christian love in interaction with fellow believers, new members, and visitors, to support

Christian growth of the youth within the congregation, and to actively function day-to-day in a manner which shows to everyone that Christ lives within us.

2. COVENANT. We are united in striving to know the will of God as taught in the Holy Scripture and to walk in the ways of the Lord. We hold it to be the mission of the Church of Christ to proclaim the gospel to all mankind, exalting the worship of the one true God and laboring for the progress of knowledge, the promotion of justice, the reign of peace, and the realization of human brotherhood. Depending, as did our fathers, upon the continued guidance of the Holy Spirit to lead us into all truth, we work and pray for the transformation of the world into the Kingdom of God, and we look with faith for the triumph of righteousness and the life everlasting.

3. CARDINAL PRINCIPLES.

- The Holy Bible is our only rule of faith and practice.
- The Lord Jesus Christ is the only head of the church and our only Savior.
- Christian character is a sufficient test of fellowship and of church membership.
- Christian is a sufficient name for Christ's followers.
- Individual interpretation of the Scriptures is the right and privilege of all Christians.
- All the followers of Christ shall be united as one, even as Christ wished and expressed in prayer.

ARTICLE FIVE - MEMBERSHIP

1. RECEPTION.

- a. Membership in this church shall be open to any person who has been baptized or has made public confession of Jesus Christ as Lord and Savior.
- b. A member shall pledge himself to attend regular worship of the church and the celebration of the Lord's Supper, to live the Christian life, to share in the life and work of the congregation, to contribute to the support of the congregation and its mission programs, to set a Christian example in day-to-day interaction with others and be an effective witness for Jesus Christ, and to seek diligently the spiritual welfare of the membership and the community.
- c. Associate Member. An individual with good and sufficient reasons to continue his membership in his home church but who is eager to attend and participate in the work of Bethlehem Christian Church and is recommended by the Pastor, may hold an associate membership by a majority vote of the congregation. He shall enjoy the rights and responsibilities of a regular member and shall adhere to its policies and principles.
- d. Honorary Member. An individual who is recommended by the Church Council or Board of Deacons may be granted honorary membership by a majority vote of the congregation. Honorary members do not have voting privileges.

2. TERMINATION OF MEMBERSHIP. Any one of the following ways may terminate membership in Bethlehem Christian Church:
 - a. Death.
 - b. Transfer. A member who desires to unite with another church may request a letter of transfer from this church.
 - c. Erasure. A member who is known to have joined another church shall have his name dropped from the membership roll. Such individuals shall be made aware of this action by a letter from the Church Clerk, if possible.
 - d. Exclusion. A member who becomes an offense to the church and to its good name by reason of immoral or unchristian conduct or by persistent breach of covenant vows may be recommended for exclusion from the church by the Board of Deacons. A two-thirds affirmative vote of the congregation shall be necessary to terminate the individual's membership. This action shall be taken only after due notice and hearing and after faithful efforts have been made to induce such a member to return to a life of Christian living.
3. RESTORATION OF MEMBERSHIP. The membership of any individual which has been terminated may be restored by a majority vote of the congregation. If termination of membership was due to some offense, membership may be restored upon evidence of reformation. If the termination was for any other cause, membership may be restored upon satisfactory explanation of the cause and evidence that it is no longer a factor in the person's life.

ARTICLE SIX - SERVICES AND MEETINGS

1. WORSHIP.
 - a. Services of worship shall be held at given hours each Sunday except when conditions are unfavorable for attendance as determined by the Board of Deacons.
 - b. The Sacraments. This congregation recognizes as Sacraments the two instituted by Jesus Christ.
 1. Baptism. The Sacrament of Baptism is the outward symbol of an existing faith. For adults it is a sign of cleansing from sin and spiritual rebirth into a new life in fellowship with Christ. For infants it is the church's seal to the act of consecration in which Christian parents have dedicated their child to God and by which the congregation accepts its duty of spiritual oversight of the child. The mode of baptism may be determined by the candidate - sprinkling, immersion, or pouring.

2. The Lord's Supper. The Lord's Supper shall be observed on the first Sunday in each quarter and at other times as directed by the congregation.
- c. Other services for worship, inspiration, prayer, and study may be held as determined by the congregation.

2. BUSINESS MEETINGS.

- a. Quarterly Meetings. Quarterly meetings of this congregation shall be held ordinarily on the fourth Sunday night of January, April, July, and October, at times to be announced by the church. Regularly scheduled meeting times may be changed by the Church Council if deemed necessary. At the quarterly meetings, the officers, boards, and committees shall present reports of the important activities of the church. The proposed budget and officers for the coming year shall be presented for approval at the October meeting. Yearly reports of the officers, boards, and committees shall be presented at the January meeting.
- b. Budget and Nomination Meeting. A session of the Church Council for the preparation of a budget and the nomination of officers for the ensuing year shall be held at least three weeks before the October quarterly meeting. All officers, boards, and committees whose duties call for the expenditure of money shall submit to the Church Council their estimated needs for the coming year for inclusion in the new budget. An officer, board, or committee, with the exception of the Cemetery Committee, may not incur any expense which exceeds its budget without the approval of the congregation, except for amounts of \$100.00 or less which may be approved by the Church Council.
- c. Special Meetings.
 1. Special meetings may be called by The Pastor, Board of Deacons, Board of Trustees, Church Council, or the Church Clerk upon written request of five voting members of the congregation. The purpose of the meeting must always be clearly defined. Any called meeting and its purpose must be made public at least two weeks in advance of the meeting date. This may be done by announcement from the pulpit or by being published in the church bulletin.
 2. Urgent matters for the good of the congregation may be considered without prior notice. The validity of the urgency shall be determined at the time of the meeting. Such meetings require more than one-half the voting members of the congregation be present.
- d. Definitions.
 1. Quorum. A quorum of ten percent of the voting members shall be required to conduct business at quarterly or called meetings.

2. Active Members. An active member shall be a member who attends services at least once a quarter unless prohibited from doing so due to military or professional obligations or health of self or family.
3. Inactive Members. An inactive member shall be a member who attends church less than once a quarter unless prohibited from doing so due to military or professional obligations or health of self or family. An individual classified as inactive shall be advised of this by letter, if possible. An inactive member shall not be eligible to vote until his status has been changed from inactive to active. Once an inactive member has satisfied attendance requirements necessary for a return to active status, he shall be advised of this change. Return to active status shall be by annual review of attendance records by the Church Clerk or a decision by the Board of Deacons.
4. Voting.
 - a. Only active members, sixteen years of age and older, shall be eligible to vote. A list of inactive members shall be maintained and be available at all business meetings in order to verify that any vote shall be by eligible voting members of the congregation.
 - b. A member must be present to vote. There shall be no absentee ballots.
 - c. Elections shall be by open vote, except a ballot may be used in the case of a call for a Pastor, a Minister of Christian Education, or when an expenditure of more than \$10,000.00 is being considered. The Church Clerk shall keep ballots for three months following the business session in which they were used.
 - d. A majority vote shall be decisive, unless otherwise specified in this constitution.
 - e. A two-thirds affirmative vote shall be required for purchasing, selling, mortgaging, leasing, or transferring church property. A two-thirds vote shall also be required for excluding a person from church membership, calling a Pastor or Minister of Christian Education, and amending the Constitution and By-Laws.
 - f. A two-thirds affirmative vote as used in this constitution shall mean more than two-thirds of eligible ballots cast, excluding blanks.
5. Official Year. The official year of the church shall begin on the first Sunday in January and all officers, boards, and committees shall assume their duties at that time and continue in office until their terms expire.

6. Language. The language of this constitution shall not limit any office, board, or committee to male members of the congregation.

ARTICLE SEVEN - OFFICERS

The Officers of the Church shall be:

1. PASTOR. The Pastor shall be called for an indefinite time by a two-thirds affirmative vote of the congregation. When a vacancy occurs in the pastorate, the Church Council or a special committee appointed for this purpose by the Council, after seeking guidance of the Holy Spirit, shall make a canvass of available ministers, settle upon the one who in their judgment should be called to the pastorate, introduce the candidate to the congregation, and at a duly called meeting propose the candidate's election.

When a Pastor has been elected and has accepted the call, an ecclesiastical council shall be invited for the purpose of installing or recognizing the new Pastor in accordance with its established practices. At the first opportunity, the new Pastor shall become a member of the church.

While the term of the Pastor shall be indefinite, the congregation may request the Pastor's resignation by a majority vote with the expectation that his services will be terminated within ninety days of said vote. On the other hand, the Pastor shall be expected to give the church ninety days notice in the event of a desire to voluntarily leave the church. Should the Pastor lose ministerial standing due to personal conduct, an immediate resignation shall be required.

The Pastor shall be responsible for the spiritual welfare of the congregation with the assistance of the Associate Pastor, Board of Deacons, Board of Education, Board of Outreach, and Board of Trustees. The pastoral duties shall include the following:

- a. To seek to enlist lay people to become dedicated followers of Christ.
- b. To preach the gospel as revealed by the guidance of the Holy Spirit.
- c. To administer the sacraments of baptism and the Lord's Supper. Administration of the Lord's Supper shall include, with the assistance of the Associate Pastor and the Board of Deacons, taking this sacrament to sick, injured, or homebound members of the congregation.
- d. To be responsible for the planning and administration of all public worship services conducted in the church.
- e. To be active in the administration of activities of the congregation in cooperation with the various boards and committees.

- f. To function as a non-voting member of all boards and committees and provide advice to same as necessary.
 - g. To visit sick, injured, or homebound members and their immediate families.
 - h. To comfort bereaved members and their immediate families.
 - i. To function as the church office supervisor.
2. ASSOCIATE PASTOR. The Associate Pastor shall be called for an indefinite time by a two-thirds affirmative vote of the congregation. When a vacancy occurs in this position and the congregation desires for the position to be filled, the Church Council, after seeking guidance of the Holy Spirit, shall obtain and evaluate applicants, select one deemed worthy of consideration, introduce the candidate to the congregation, and at a duly called meeting propose the candidate's election. At the first opportunity, the new Associate Pastor shall become a member of the church.

While the term of the Associate Pastor shall be indefinite, the congregation may request the Associate Pastor's resignation by a majority vote with the expectation that his services will be terminated within ninety days of said vote. On the other hand, the Associate Pastor shall be expected to give the church ninety days notice in the event of a desire to voluntarily leave the church. Should the Associate Pastor lose ministerial standing due to personal conduct, an immediate resignation shall be required.

The Associate Pastor shall assist the Pastor in the ministry of the congregation. The duties of the Associate Pastor shall include the following:

- a. To function in the place of the Pastor when necessary.
 - b. To oversee Christian education activities.
 - c. To work with the Board of Christian Education to develop programs which shall be instrumental in the Christian growth of all congregation members.
 - d. To function as the assistant church office manager.
3. MINISTER OF CHRISTIAN EDUCATION. The Minister of Christian Education shall be called for an indefinite time by a two-thirds affirmative vote of the congregation. When a vacancy occurs in this position, the Church Council or a special committee appointed for this purpose by the Council, after seeking guidance of the Holy Spirit, shall obtain and evaluate applicants, select one deemed worthy of consideration, introduce the candidate to the congregation, and at a duly called meeting propose the candidate's election. At the first opportunity, the new Minister of Christian Education shall become a member of the church.

While the term of the Minister of Christian Education shall be indefinite, the congregation may request the Minister's resignation by a majority vote with the expectation that his

services will be terminated within ninety days of said vote. On the other hand, the Minister of Christian Education shall be expected to give the church ninety days notice in the event of a desire to voluntarily leave the church. Should the Minister lose ministerial standing due to personal conduct, an immediate resignation shall be required.

The Minister of Christian Education shall assist the Pastor in the ministry of the congregation. The duties of the Minister of Christian Education shall include the following:

- a. Function as the director of youth activities.
 - b. Serve as an ex-officio member and resource person for the Board of Christian Education.
 - c. Oversee Christian education activities.
 - d. Work with the Board of Christian Education to develop programs which shall be instrumental in the Christian growth of all congregation members.
 - e. The Minister of Christian Education reports to the Pastor.
4. CHURCH CLERK. The Church Clerk shall be an active member of this church and elected annually for a term of one year. There shall be no restriction on the number of consecutive terms an individual may serve in this office. The duties of the Church Clerk shall include the following:
- a. Keep an accurate record of all business meetings of the church.
 - b. Notify officers, members of boards and committees, and delegates of their election or appointment.
 - c. Give notice of all business meetings.
 - d. Maintain the membership roll to include active and inactive status, dates of baptism, dates and methods of reception, and dates and methods of termination of membership.
 - e. Request letters of transfer of membership.
 - f. Issue letters of termination of membership.
 - g. Present an annual membership report.
 - h. Serve as secretary of the Church Council.
 - i. Perform other duties as requested by the Church Council or congregation.

5. ASSISTANT CHURCH CLERK. The Assistant Church Clerk shall be an active member of this church and elected annually for a term of one year. There shall be no restriction on the number of consecutive terms an individual may serve in this office. He shall assist the Church Clerk as needed and function in place of the Church Clerk when necessary.
6. CHURCH TREASURER. The Church Treasurer shall be an active member of this church and elected annually for a term of one year. There shall be no restriction on the number of consecutive terms an individual may serve in this office. The duties of the Church Treasurer shall include the following:
 - a. Receive all monies for the congregation, with exception of Special Projects, Cemetery, and Cemetery Endowment funds and give receipt of same. Maintain an accurate, up-to-date record of same and issue reports concerning collections as requested.
 - b. Deposit funds received in such depository as the Board of Trustees shall order.
 - c. Have custody of all documents relating to church property as the Board of Trustees shall order.
 - d. Make payments of financial obligations based on the budget. Make individuals, boards, and committees aware of depletion of budgeted funds which relate to them.
 - e. Contract for investment of endowment funds (with exception of cemetery endowment(s)), legacies, trust funds, and securities as the Board of Trustees shall order. Deposit income from same in treasury funds. Investments shall be controlled by banking laws of the State of North Carolina.
 - f. Present a financial statement at the quarterly meetings.
7. ASSISTANT CHURCH TREASURER. The Assistant Church Treasurer shall be an active member of this church and elected annually for a term of one year. There shall be no restriction on the number of consecutive terms an individual may serve in this office. He shall assist the Church Treasurer as needed and function in place of the Church Treasurer when necessary.
8. SPECIAL PROJECTS TREASURER. The Special Projects Treasurer shall be an active member of this church and elected annually for a term of one year. There shall be no restriction on the number of consecutive terms an individual may serve in this office. The duties of the Special Projects Treasurer shall include the following:
 - a. Receive all monies designated for special projects and give receipt of same.
 - b. Present a statement of the special projects account at the quarterly meetings.
 - c. Make payments of financial obligations as authorized by the congregation for building or special projects.

9. ASSISTANT SPECIAL PROJECTS TREASURER. The assistant special projects treasurer shall be an active member of this church and elected annually to assist the special projects treasurer in performing his duties and shall function in the capacity of the special projects treasurer in his absence.
10. SUNDAY SCHOOL SUPERINTENDENT. The Sunday School Superintendent shall be an active member of this church and elected annually for a term of one year. An individual may serve for three consecutive terms before becoming ineligible for one year. The Sunday School Superintendent shall be a member of the Board of Christian Education. It shall be the duty of the superintendent to oversee the work of the Sunday School and to make recommendations on the work and needs of the Sunday School to the Board of Christian Education.
11. ASSISTANT SUNDAY SCHOOL SUPERINTENDENT. The Assistant Sunday School Superintendent shall be an active member of this church and elected annually for a term of one year. An individual may serve for three consecutive terms before becoming ineligible for one year. The Assistant Superintendent shall be a member of the Board of Christian Education. He shall assist the Sunday School Superintendent as needed and function in place of the Sunday School Superintendent when necessary.
12. SUNDAY SCHOOL SECRETARY. The Sunday School Secretary shall be an active member of this church and elected annually for a term of one year. An individual may serve for three consecutive terms before becoming ineligible for one year. The Sunday School Secretary shall be a member of the Board of Christian Education. It shall be the duty of the Sunday School Secretary to keep records of Sunday School attendance and financial contributions.
13. ASSISTANT SUNDAY SCHOOL SECRETARY. The Assistant Sunday School Secretary shall be an active member of this church and elected annually for a term of one year. An individual may serve for three consecutive terms before becoming ineligible for one year. He shall assist the Sunday School Secretary as needed and function in place of the Sunday School Secretary when necessary.
14. MODERATOR. The Moderator shall be an active member of this church and elected annually for a term of one year. An individual may serve for three consecutive terms before becoming ineligible for one year. The Moderator shall preside over all business meetings of the church and shall make temporary committee appointments relative to situations not resolved on the floor during business meetings. The Moderator shall be a non-voting member of all boards and committees.
15. ASSISTANT MODERATOR. The Assistant Moderator shall be an active member of this church and elected annually for a term of one year. An individual may serve for three consecutive terms before becoming ineligible for one year. He shall assist the Moderator as needed and function in place of the Moderator when necessary.

16. PARLIAMENTARIAN. The Parliamentarian shall be an active member of this church and elected annually for a term of one year. An individual may serve for three consecutive terms before becoming ineligible for one year. It shall be the duty of the Parliamentarian to rule on questions of parliamentary procedure at business meetings, according to the latest edition of Robert's Rules of Order.
17. ASSISTANT PARLIAMENTARIAN. The Assistant Parliamentarian shall be an active member of this church and elected annually for a term of one year. An individual may serve for three consecutive terms before becoming ineligible for one year. He shall assist the Parliamentarian as needed and function in place of the Parliamentarian when necessary.
18. HISTORIAN. The Historian shall be an active member of this church and elected annually for a term of one year. There shall be no restrictions on the number of consecutive terms an individual may serve in this office. It shall be the duty of the Historian to keep a record of all occurrences of interest and importance to the congregation.
19. CHIEF USHER. The Chief Usher shall be an active member of this church and elected annually by the ushers for a term of one year. There shall be no restrictions on the number of consecutive terms an individual may serve in this office. The Chief Usher shall work with the Pastor to create an atmosphere of friendliness in the church. It shall be the duty of the Chief Usher to supervise the work of the ushers and to appoint additional ushers to serve as needed.
20. CHOIR DIRECTOR. The Choir Director shall be an active member of this church and elected annually for a term of one year. There shall be no restrictions on the number of consecutive terms an individual may serve in this office. The Choir Director shall work with the Pastor to plan music for regular and special services. It shall be the duty of the Choir Director to manage and direct the choir.
21. ASSISTANT CHOIR DIRECTOR. The Assistant Choir Director shall be an active member of this church and elected annually for a term of one year. There shall be no restrictions on the number of consecutive terms an individual may serve in this office. He shall assist the Choir Director as needed and function in place of the Choir Director when necessary.
22. ORGANIST. The Organist shall be an active member of this church and elected annually for a term of one year. There shall be no restrictions on the number of consecutive terms an individual may serve in this office. The Organist shall work with the Choir Director to plan the musical program for the church. It shall be the duty of the Organist to play at all regular church services and special services when needed.
23. ASSISTANT ORGANIST. The Assistant Organist shall be an active member of this church and elected annually for a term of one year. There shall be no restrictions on the number of consecutive terms an individual may serve in this office. He shall assist the Organist as needed and function in place of the Organist when necessary.

24. CORPORATE PRESIDENT. The Corporate President shall be the Board of Directors member who is the chairman of the Board of Trustees. Subject to the required congregational approval specified elsewhere in this constitution, this corporate officer is empowered to implement the congregation's decision for the corporation on real property transactions.
25. OTHER OFFICERS. Other officers may be elected or appointed as the needs of the congregation dictate.

ARTICLE EIGHT - COMMITTEES

1. CEMETERY COMMITTEE. The Cemetery Committee shall consist of four active members of this church who are elected annually for a term of one year. There shall be no restriction on the number of consecutive terms an individual may serve on this committee. The committee shall elect a treasurer who shall receive and disburse cemetery monies, keep an accurate record of same and submit a financial report to the congregation at the quarterly meetings.

It shall be the duty of the Cemetery Committee to keep the records of the cemetery up-to-date. The records should specify which lots are sold and who is buried in the lots. The committee shall make certain no one is buried in the cemetery or monuments erected without first checking the records. The committee shall make certain the cemetery is kept in good condition.

The committee shall be responsible for the Cemetery Endowment Fund. The monies collected for this endowment shall be invested in a suitable account and the interest earned used only for the upkeep of the cemetery. It is intended that this fund shall be maintained pursuant to the initial endowment agreement. Any endowment transaction shall require the signature of the cemetery treasurer and the Church Treasurer.

The committee shall be responsible for any other endowments accepted by the congregation and assigned to the committee by the Board of Trustees pursuant to the terms and conditions of each endowment.

2. COMMUNION COMMITTEE. The Communion Committee shall consist of six active members of this church who are elected annually to serve a term of one year. There shall be no restrictions on the number of consecutive terms an individual may serve on this committee. The committee shall elect a chairman. It shall be the duty of the Communion Committee to arrange for communion sacraments, to order supplies as necessary, to prepare the Sacrament table for the observance of the Lord's Supper, and to remove and store communion supplies following the Communion service.
3. STEWARDSHIP COMMITTEE. The Stewardship Committee shall consist of twelve active members of this congregation. Four members shall be elected annually to serve three-year terms. After serving a full term, a member must remain off the committee for one full

year before becoming eligible for reelection. All members shall remain active participants of the committee for the full three-year term. It shall be the duty of this committee to plan special programs and outreach in an effort to encourage congregational fellowship, Christian service, tithing and all forms of stewardship within the church.

4. LONG RANGE PLANNING COMMITTEE. The Long Range Planning Committee shall consist of six active members of this congregation. Two members shall be elected annually to serve three-year terms. After serving a full term, a member must remain off the committee for one full year before becoming eligible for reelection. All members shall remain active participants of the committee for the full three-year term. It shall be the duty of this committee to explore future needs of the congregation and to make recommendations to the congregation to satisfy these needs.
5. FLOWER COMMITTEE. The Flower Committee shall consist of three active members of this church who are elected annually for a term of one year. There shall be no restriction on the number of consecutive terms an individual may serve on this committee. It shall be the duty of this committee to secure flowers for worship services and other special services, to coordinate floral memorials and honoraria, to deliver flowers used at Sunday worship to shut-ins, and to secure memorials in the name of the church upon the death of a church member or his immediate family.
6. OTHER COMMITTEES. Other committees may be elected or appointed as the needs of the congregation dictate.

ARTICLE NINE - BOARDS

1. BOARD OF DEACONS. The Board of Deacons shall consist of nine active members of this congregation. Three Deacons shall be elected annually to serve three year terms. After serving a full term, a Deacon must remain off the board for one full year before becoming eligible for reelection. All members shall remain active participants of the board for the full three-year term. A majority of the members of the board must be present for the board to conduct business.

A board of Deacons Emeritus shall be used to honor members who have obtained 70 years of age and who have given years of faithful service to the church through the board of deacons. The Board of Deacons Emeritus shall consist of no more than six members presented to the church for approval by the Board of Deacons. A deacon emeritus shall have, for life, all privileges of an active member of the board of deacons and is encouraged to participate in all board meetings and activities.

It shall be the duty of the Board of Deacons to cooperate with the Pastor in ministering to the spiritual interests of the congregation and community, to assist in the preparation and administration of ordinances, to care for the poor, sick, and the sorrowing, and to provide assistance which is possible to the indifferent and the stranger. The Board of Deacons shall assume all duties traditionally performed by the Board of Deacons.

2. **BOARD OF TRUSTEES.** The Board of Trustees shall consist of nine active members of this congregation. Three Trustees shall be elected annually to serve three-year terms. After serving a full term, a Trustee must remain off the board for one full year before being eligible for reelection. All members shall remain active participants of the board for the full three year term. A majority of the members of the board must be present for the board to conduct business.

It shall be the duty of the Board of Trustees to be responsible for the care and custody of church property and for the financial affairs of the congregation as authorized by the congregation. All financial affairs must be conducted according to regulations prescribed by the Laws of the State of North Carolina. The Board of Trustees shall not have the power to buy, sell, mortgage, lease, or transfer property without the authority provided by a two-thirds affirmative vote of the congregation.

3. **CHURCH COUNCIL.** The Church Council shall consist of the chairman of the Board of Deacons as chairman, the Church Clerk as secretary, the Church Treasurer, the chairman of the Board of Trustees, the chairman of the Board of Christian Education, the chairman of the Board of Outreach, the chairman of the Stewardship Committee, the Chief Usher, one representative from the Women's Fellowship(s), one representative from the Men's Fellowship(s), one representative from the Senior Youth Fellowship, and the Minister of Christian Education. Members of the council must be members of the church. In the absence of the chairman of the Board of Deacons, the Moderator shall serve as chairman of the council. A majority of the members of the council must be present for the board to conduct business.

It shall be the duty of the Church Council to visualize the entire task of the congregation and to advise the Pastor on the general direction of the church's programs. The Council may act for this congregation in matters concerning replacement or repair of existing equipment and related supplies not to exceed \$5,000.00 and the authority to approve officers, boards, and committees request to exceed the budget in amounts of \$100.00 or less.

It shall be the duty of the Church Council to make nominations for all officers, boards, and committees, except those that are appointed by the Moderator during business meetings, and to present this slate to the congregation for adoption at the October quarterly meeting. The Council shall have the power to fill all vacancies occurring in these positions between elections.

The Church Council shall be the Board of Directors of Bethlehem Christian Church, Inc.

4. **BOARD OF CHRISTIAN EDUCATION.** The Board of Christian Education shall consist of nine active members of the congregation including the Sunday School Superintendent or Assistant Superintendent, the Youth Director, the Children's Director, and six elected members. Two members shall be elected annually to serve three-year terms. After serving a full term, a member must remain off the board for one full year before becoming eligible for

reelection. The Minister of Christian Education shall be a non-voting member of this Board. All members shall remain active participants of the board for the full three-year term. A majority of the members of the board must be present for the board to conduct business.

It shall be the duty of the Board of Christian Education to supervise and direct the educational work of the congregation. It shall present to the congregation for adoption a system of religious education covering, if possible, all ages and classes in its aspects of Social Service and Missions. It shall be the duty of this board to secure or approve Sunday School teachers through high school age, Vacation Bible School teachers, and project leaders. Adult classes shall have the option of securing their own teachers.

5. **BOARD OF OUTREACH.** The Board of Outreach shall consist of nine active members of this congregation. Membership of the Board shall include nine members elected annually to serve three-year terms. After serving a full term, a member must remain off the board for one full year before becoming eligible for reelection. All members shall remain active participants of the board for the full three-year term. A majority of the members of the board must be present for the board to conduct business.

It shall be the duty of the Board of Outreach to supervise and direct the outreach (both local and global) ministry of the congregation. The responsibilities of the Board of Outreach shall include the following:

- a. To plan and coordinate outreach and follow-up ministries to unchurched people in the community of the church, the various communities represented by the church members, and to unreached people around the world.
- b. To evaluate and allocate the yearly budget allotment for missions and to oversee the distribution of special gifts.
- c. To plan and coordinate mission events at the church to raise awareness and encourage participation in the world mission of the church.
- d. To educate the congregation concerning the mission of the church in cooperation with the Board of Christian Education.

ARTICLE TEN – AMENDMENTS

Amendments to the Constitution and By-laws may be made at any business meeting by a two-thirds affirmative vote of the congregation. A public announcement of the text of the proposed amendment(s) shall be made two weeks prior to the meeting.