

RULES AND BY-LAWS

ARTICLE I NAME

The name of this organization shall be: TOLLESBORO CHRISTIAN CHURCH
Tollesboro, Kentucky.

ARTICLE II -- PURPOSE

The purpose of this Church is, by the ~~help~~ **guidance** of the Holy Spirit, to worship Almighty God and His Son, Jesus Christ, to teach and preach the Gospel of Jesus Christ for the salvation of sinners and for the edification of Christians, to assist in worthy benevolent and missionary works. Our plea is the restoration of simple New Testament Christianity and we advocate Bible names for Bible things, in essentials unity, in non-essentials liberty, in all things love.

ARTICLE III -- GOVERNMENT

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, taking the Bible only as its rule of faith and practice, and Christ only as its creed. It does however co-operate with other congregations of like faith and practices in such projects of Kingdom-building as are best served through inter-church co-operation.

ARTICLE IV -- MEMBERSHIP

SECTION 1. How to become a member.

- a. It is understood that membership in this church is purely voluntary and shall be terminated by the member's request for letter of dismissal.
- b. Any person professing faith in the Lord Jesus Christ, showing evidence of his or her repentance by a public confession of Jesus Christ and being baptized by immersion, may become a member of this congregation.
- c. Members from other congregations of the same faith and order may be received by letters of recommendation and dismissal from their respective congregations, or having no regular letter of dismissal, may be received upon giving a satisfactory statement of their former membership.
- d. Members of Churches of a different faith and order than the Church of Christ or Christian church may be received into membership in this congregation provided they have obeyed their Lord in faith, repentance, confession, and baptism by immersion, or not having completed their obedience to the Lord in all the fundamental steps into the Church, they may, upon fulfilling whatever requirements may be lacking, be received into membership in this congregation.

SECTION 2. Termination of Membership.

- a. Membership in this congregation may be terminated by striking name from membership roll of those who have placed, or desire to place membership with another church.
- b. Dismissal by letter shall be subject to the following procedure; Request for dismissal shall be made either in writing or verbally to the ~~Church Clerk~~ Minister.

SECTION 3.

If a member has not attended a regular service of the Church or has not communicated with the minister or elders of the church in such a way as to reveal interest or sincerity over a period of 6 months, and after due effort has been made during the year to encourage him, or her, to respond, then shall the name be placed "inactive". Those on

said list shall not have privilege of voting in any congregational election until their name has been removed from said list. Names are to be removed when evidence is shown of actively serving in church. Official church board is to remove such names as they see fit by a ¾ majority vote of all official board members.

SECTION 4. Duties of Members.

Members are urged to be faithful in all spiritual duties essential to Christian life; to attend regularly the services of this church, and also especially to be faithful in attendance to the Lord's table; to give regularly, "As the Lord has prospered them" through love offerings and gifts to the support of the church and for its missions, to share in its organized work and to "walk worthy of the vocation where-unto they are called".

ARTICLE V -- OFFICERS

SECTION 1. Election of officers.

a. The following officers shall be elected by the congregation at the annual business meeting:

Elders
Deacons
Trustees
Bible School Superintendent
Assistant Bible School Superintendent
Song Leader
Assistant Song Leader

b. Elders and Deacons shall be determined in number by the General Board according to the needs of the congregation and may be elected to serve for two years, and may be re-elected repeatedly. The first election terms are to be staggered by the nominating committee.

c. Trustees shall be elected for two years and may be re-elected repeatedly. They shall not exceed three in number, and must hold the office of either Elder or Deacon.

d. ~~Church Clerk, Treasurer,~~ Bible School Superintendent, Assistant Bible School Superintendent, **Song Leader and Assistant Song Leader** shall be elected for a period of one year. All officers shall discharge duties of their respective offices until their successors have been appointed or elected.

e. ~~The Church Treasurer, shall be elected by the General Board at the first meeting following election (annual congregational business meeting).~~

SECTION 2. Duties of officers.

a. The Elders shall have oversight of the spiritual welfare of the congregation, such as presiding at the Lord's Table, assisting the minister in visitation, counseling, personal evangelism and arranging orders of worship, shall administer discipline, and shall serve as arbiters in event of misunderstandings or difficulties arising between members of the congregation.

b. The Deacons shall assume oversight of the temporal affairs of the church, such as receiving offerings, serving the emblems of the Lord's Supper; acting as ushers; visiting members who are sick or in trouble, and working to promote the general welfare of the church.

c. ~~The Trustees shall act as legal agents of the church in all business matters, under the direction of the General Board and subject to approval of the congregation. They shall hold legal title to all church property and handle all business transactions related thereto, but shall have no power to buy, sell, lease or mortgage any church property without the vote of the congregation in meeting assembled.~~

The General Board shall act as legal agent of the Church in all business matters, subject to the approval of the Congregation. Such business matters include but are not limited to the power to buy, sell, lease, or mortgage church property whether real or personal and also subject to the approval of the Congregation. Trustees shall have the power to order emergency repairs not exceeding \$250.00. ~~The Trustees shall have authority to hire and dismiss the church janitor and all hired employees, except the minister, subject to approval of the General Board.~~

d. ~~The Church Clerk Secretary shall keep the membership roll and shall issue all Church letters.~~

e. **The Minister shall keep the membership roll.**

f. The Treasurer shall receive all funds and deposit them in duly designated depository in Kentucky; shall keep a true book account and present a report at each regular General Board meeting and shall disburse funds as instructed by the General Board. ~~Each year prior to the annual congregational meeting the Treasurer shall submit his books for auditing to a committee or an auditing firm appointed by the chairman of the General board subject to approval of the general board.~~ **The books may be audited upon request of the General Board.**

SECTION 3. Election of officers.

a. A **standing** nominating committee composed of three Elders, two Deacons and Chairman of the general board, approved by the general board, shall be announced to the congregation. ~~at least six weeks prior to the annual business meeting. To nominate candidates for officers of the church.~~

b. ~~All suggestions from the congregation for nominees shall be in the hands of the nominating committee at least two weeks prior to the annual meeting. The committee shall then consider qualifications and if nominee is approved by committee, secure consent from nominee. If qualifications of nominee are uncertain, committee may refer matter to decision of Board of Elders. The nominating committee shall prepare a ballot which shall include two men for each vacancy, subject to the congregations approval by a 2/3 majority.~~

Any individual desiring the office of Elder or Deacon shall notify the Elders or nominating committee at least 30 days prior to the annual congregational meeting. The committee shall review the qualifications of the individual and recommend approval to the general board. If qualifications of the individual or individual's are uncertain, committee may refer matter to decision of Board of Elders. The nominating committee shall prepare a ballot including all individuals up for election, subject to the congregations approval by a 2/3 majority.

c. ~~The nominating committee~~ **General Board** shall present the ballot to the congregation at its annual business meeting to be voted upon at that time. The votes shall be counted by the nominating committee and all nominees who receive a majority of the votes cast by secret ballot of those present and voting, shall be declared elected.

d. The Elders shall also approve appointments of Bible School teachers and shall oversee the activities of the Bible School.

e. Resignations of elected Church officers or Church Treasurer shall be presented in writing to the secretary of the General Board who shall present the resignation at the next meeting of the General Board for consideration and disposition. If officers are needed to fill un-expired terms until the next annual election they shall be elected by the General Board.

f. **HONORARY OFFICERS:** Those who because of infirmities or advanced age and whose services and consecration to the Church merit this honor, may be relieved from active responsibility and voting powers, but their names retained for life as officers, duly designated as "Emeritus". The nominations for honorary officers shall be made by

the nominating committee and presented at the annual meeting for decision of the congregation.

ARTICLE VI -- BOARD

SECTION 1.

The affairs of the Church body shall be administered by a General Board consisting of the Minister, Elders, and Deacons.

a. Duties

It shall be the duty of the General Board to consider and recommend to the congregation general policies; to administer the business of the Church through the General Board and through duly appointed committees.

b. Meetings

The General Board shall hold regular meetings each month except by consent of the General Board, and special meetings as required, through call of the chairman or vice-chairman. The board of Elders and Deacons may hold separate meetings to attend to matters concerning their particular boards.

c. Quorum

Two-thirds of the number of General Board members present shall constitute a quorum in a regular meeting.

d. Order of Business

Call to order

Reading and approval of minutes of previous meeting.

Treasurer's report and approval

Minister's report

Regular and special committee reports

Action on recommendations in reports

Unfinished Business

New Business

Benediction

SECTION 2.

a. Officers elected by General Board and Term of office.

The chairman, vice-chairman, secretary of the General Board, and Church Treasurer, shall be elected from membership of the General Board meeting held within one week following annual election, Chairman of Elders and Deacons shall be elected each by his own Board at a meeting held within one week following annual election. All Board officers shall be elected for a period of one year.

b. Committees.

The chairman of the General Board shall appoint, subject to approval of the General Board, such committees as are necessary to carry on the work of the Church and the General Board shall exercise jurisdiction over all such committees.

SECTION 3.

a. Duties of Board Officers.

The chairman of the general Board shall preside at all regular and called meetings of the General Board and of the congregation, and shall perform the duties commonly incidental to his office.

b. The vice-chairman of the General Board shall perform all the duties of the chairman in the absence of the chairman.

c. The secretary of the General Board shall keep minutes of all regular or called

meetings of the General Board and congregation; shall notify persons concerned of actions of the General Board, and perform any other duties as may be assigned.

d. The chairman of the Elders shall arrange the order of the Elders who are to preside at the Lord's table; shall preside at regular or special Elder's meetings, shall call any necessary special meetings of the Elder's and perform any other duties commonly incidental to his office.

e. The chairman of the Deacons shall arrange for services ~~of the Deacons~~ at the Lord's Table, shall have oversight of ushering, distribution of bulletins, and other duties incidental to the comfort of the congregation or that may be assigned by the General Board.

SECTION 4. Inactive Board Members.

Any General Board member absent from regular General Board meetings for three consecutive times without possible excuse shall have his office declared vacant and he shall be notified to that effect and due notice given to the congregation. By the same token, any General Board member who by continual absence from worship services without possible excuse shows a disinterest in the work and progress of the Church over a period of three months shall be denied voting privileges in meetings of the General Board.

ARTICLE VII --- THE MINISTER

SECTION 1. Duties.

It shall be the duty of the Minister of this Church to study, preach and teach the Word of God; to promote the spiritual welfare of the members of the Church by prayer, visitation, counsel and other means which the needs may require; to seek to add to the membership of the Church by evangelistic effort; to baptize and receive new members, ~~to lead the worship,~~ officiate at funerals and marriages, and coordinate the operations of the Church. He is ex-officio member of all boards, committees and organizations in the Church by virtue of his position as Minister of the Church. It is the intention to permit not to require him to act as ex-officio member of the board, committees and organizations, and therefore in counting a quorum he should not be counted as a member, neither shall he have the right to vote. His ex-officio position is in an advisory capacity only. The Minister may at his discretion participate in inter-church relationships when such participation does not interfere with ministerial duties.

SECTION 2. Selection

a. The Elders shall constitute a pulpit committee to seek a Minister and shall report their findings to the General Board. Only one candidate is to be considered until a definite decision is reached. The call may be extended upon two-thirds majority vote of the active members of the congregation in meeting assembled and shall be for an indefinite period. ~~Terminating upon 60 days notice by either the minister or the congregation.~~ **Upon 60 days notice by either the Minister or the elders termination of the Minister shall be recommended to the General Board for approval and then to the Congregation to be approved.** The Minister may be paid salary due for 60 day period and by request of a majority of the congregation must leave immediately.

b. It is expressly understood that no applicant for the pulpit may be considered or called to serve this Church who through educational back ground or ministerial record, is an advocate of so called modernism or any other un-scriptural doctrines contrary to the sound fundamentals of simple New Testament Christianity, or who is associated with modernistic organizations.

ARTICLE VIII -- CONGREGATIONAL MEETINGS

SECTION 1. Meetings to be held:

- a. The Church shall hold an annual business meeting on the first Sunday of December each year.
- b. Special meetings as required must be called by the chairman or vice-chairman upon request of the General Board, or upon written request of twenty five, or more, active members of the Church, presented to the General Board.

SECTION 2. Notice:

Special meetings must be announced at least one Lord's Day prior to the date meeting is to be held. ~~or at the discretion of the General Board, notice may be made by postal card or other printed form sent by mail to the last known address of each resident member. Notice must be made to every resident member.~~

SECTION 3. Quorum:

Members present at any annual or special called meeting of the congregation shall be sufficient to constitute a quorum and transact business of the Church provided it is **properly announced and called.** ~~a stated meeting and one that has been properly called in advance notice of one Lord's Day before date of meeting and stating the nature of business.~~

SECTION 4. Order of Business of Annual Congregational Meeting.

Meeting called to order by presiding officer (chairman or vice-chairman of General Board).

Prayer

Reading and approval of previous annual meeting of minutes.

Annual Church Reports:

Treasurer

Building Fund Treasurer

~~Church Clerk~~

Ministers Report

Bible School

Reports from Organizations

Reports ~~and Approval~~ of committees

Nominations (voted by ballot)

New Business

Benediction

SECTION 5.

Any member voting at congregational meeting must be an active member of the Tollesboro Christian Church.

SECTION 6. Church year.

The Church year shall begin on the first day of January of each year and end on the 31st day of December of the same year.

ARTICLE IX -- CHURCH FINANCING

SECTION 1. Scriptural Financing.

The Church recognized the importance of Scriptural financing (Lay by in store as you are prospered) of itself if it is to invoke the blessing of Almighty God spiritually and materially, Gifts of money, therefore, either for missions or current expenses, shall be recognized as a part of the sacred worship of God and His Son, Jesus Christ.

SECTION 2. Budget Committee.

A committee **appointed by the chairman, upon board approval** ~~composed of one elder and one deacon and the Church Treasurer, the Bible School Superintendent, one Trustee~~ shall prepare a proposed budget for the coming Church year, which budget is to be presented to the **general board congregation** for vote and approval. ~~at its annual meeting as provided in Article VIII, Section 4 of these By-Laws.~~ This budget shall be consistent with the known church income, and shall anticipate as far as possible all current expenses for the coming year. ~~including recommendations of Trustees for remodeling or repairs, Bible school needs, etc.~~ **The budget shall be available to the members of the congregation upon request.**

SECTION 3. Special Offerings.

No special offerings may be taken except with the approval of the General Board. ~~and such approval shall not be given if the proposed offering is likely to interfere with the regular financial program of the Church.~~

SECTION 4. Diversion of Funds.

No funds may be diverted from their designated purpose except by a majority vote of the Congregation after recommendation of the General Board.

SECTION 5. Special Treasurers for Special Funds.

The chairman of the General Board may appoint a special treasurer to receive funds for a special purpose.

ARTICLE X -- ORGANIZATIONS

The Church regards as an integral part of itself each organization formed to cooperate in the ministration of the needs of humanity and which use the equipment and facilities of the Church property. The minister and Elders shall have general oversight of such organizations and the Church shall receive reports from these organizations at annual business meetings. Projects sponsored by individuals or organizations within the Church shall be in accord with the policy of the Church and shall meet with the approval of the General Board.

ARTICLE XI -- COSTITUTION AND BY-LAWS

SECTION 1. Amendments.

The Constitution and By-Laws may be amended at any business meeting of the congregation in accordance with Article VIII, Section 3 of these By-Laws. All proposed amendments shall be posted in a conspicuous place in the Church building for at least two consecutive Sundays before time set for the meeting and amendment must have three fourths majority of active members present.

SECTION 2. Applications.

Members of this present congregation and those who shall subsequently become members shall abide by the rules and regulations herein set forth, and in case of dissatisfaction on their part or on the part of the congregation, have no redress except as herein provided.

Section 3. Repeal of Previous Constitution and By-Laws.

The adoption of this Constitution and By-Laws shall repeal and make null and void any and all previous rules, procedures or by-laws that this congregation may have adopted heretofore.

Should any section or article be held invalid, it shall in no wise effect the validity of any other section or article of said by-laws.

This Constitution and By-Laws shall be in full force and effect immediately upon their adoption by the Tollesboro Christian Church Inc., of Tollesboro, KY.