

**BY-LAWS OF
MACEDONIA BAPTIST CHURCH
PRESTON, GA**

Original AdoptionMay, 1979
Revised.....August, 1996
Amended.....Sept., 2002, Sept. 2003, Oct. 2004, July
2006, August 2007

ARTICLE I: MEMBERSHIP

Section 1, QUALIFICATIONS:

The membership of this church shall consist of such persons as confess Jesus Christ as their Lord and their Savior, and who, after due examination as to their Christian experience, and if coming from another Baptist Church as to having received their letter of recommendation or dismissal or satisfactory substitutes there for, have been accepted by vote of the church and having been baptized, and who enter into the covenant of this church.

Section 2, DUTIES OF EACH MEMBER:

Members of this church are expected to be faithful in all the duties essential to the Christian life, and also to attend habitually the services of the church; and give regularly for its support and to faithfully observe the covenant of the church and to share in its organized work.

Section 3, RIGHTS OF THE MEMBERS:

Members present who are in full and regular standing may act and vote in the transactions of the church.

Section 4, TERMINATION OF MEMBERSHIP:

The continuance of membership shall be subject to the principles and usage of Baptist churches, and especially as follows:

1. Any member in good and regular standing who desires a letter of recommendation to another Baptist church of like affiliations as this church may receive it upon request of that Baptist church. No letter of recommendation will be granted to any individual or family unless requested in writing by another Baptist church.
2. If a member in good standing requests to be released from his covenant obligations to this church for reasons the church deems satisfactory, he may be granted the request and his membership terminated by a letter of dismissal. The letter of dismissal must state the cause or reason for termination.

Section 5, PERIOD OF CANDIDACY:

Those presenting themselves as candidates for baptism by

immersion must be baptized within a twelve-month period. Should any candidate not be baptized within a twelve month period after due notice of baptismal services, they shall be dropped from the baptismal roll, unless special considerations are made.

ARTICLE II: CHURCH OFFICERS

Section 1, THE PASTOR:

A pastor shall be chosen and called by the church whenever a vacancy occurs. His election shall take place at a meeting called for that purpose. The recommendation of the Pulpit Committee shall constitute a nomination, though any member has the privilege of making other nominations. However, only one candidate for the office of pastor shall be considered at any one time by the Pulpit Committee. Election shall be by secret ballot, and an affirmative vote of the majority of those present is necessary for election. Both the pastor and the church is required to give a 30 day notice to the other party if there is a decision made to vacate the pulpit.

Section 2, THE DEACONS:

1. It shall be pertinent for the church to promote to the office of "Deacon Emeritus" any deacon who by reason of age or infirmities shall, after honorable service, be no longer able to render active service and upon his request.
2. If an ordained deacon shall become a member of the church by moving his letter from another church, he shall become a member of the deacon body by recommendation of the Board of Deacons and approval of the church in regular conference.
3. There shall be six (6) active deacons. These deacons shall be elected by a secret ballot vote of the church members. The tenure for the initial election shall be, two (2) deacons for three years, two (2) deacons for two years, and two (2) deacons for one year. After the initial election the terms of those elected to the active list of deacons shall be three (3) years. The deacons shall determine who will serve for the staggered terms of the initial election. Thereafter two (2) deacons shall be elected annually during the morning worship service on the 3rd Sunday of September. The chairman of the deacons shall, on the first Sunday of August, post a list of all males of minimum age twenty-one (21), excepting those who have been baptized for less than one year, and those now serving on the active six list of deacons, in a conspicuous place within the Church. Transferees who have been members of the Baptist Church for one year or more shall immediately be eligible for election as deacons on active list. Any member not wishing to stand for election may strike his name. On the 1st Sunday of September a revised list shall be posted. Church members will vote for two from the revised list during the morning worship service on the 3rd Sunday of September. Those deacons so elected, who are previously ordained, shall begin

their tenure on the 1st Sunday of October. Those elected, who are not ordained, shall be ordained following their election and shall begin their tenure immediately. At some time before ordination, the newly elected deacon shall stand before an ordination council; and satisfactorily demonstrate knowledge of the role and requirements of a deacon.

4. The deacons shall organize themselves and annually elect a chairman, a vice chairman, and a secretary. The deacons shall meet monthly and more often when necessary.
5. In the event a deacons' position is vacated (for whatever reason) before the length of his term expires, a special election shall be held within three (3) months to fill this position. All male members as described above shall be eligible for this election with the exception of the last two (2) that were rotated off of this committee, unless they have been off the committee for a minimum of nine (9) months at the time a position was vacated. In this case they shall be eligible for election. The person so elected shall finish the tenure of the vacated position. If this tenure is for less than one year he shall be eligible for re-election at the next regular deacon election.

Section 3, DUTIES OF THE DEACONS:

In accord with the meaning of the word and the practice of the New Testament, deacons are to be servants of the church.

1. They are to be zealous to guard the unity of the spirit within the church in the bonds of peace.
2. They shall serve as a council of advice and conference with the pastor in all meetings pertaining to the welfare and work of the church. With the pastor, they are to consider and formulate plans for the constant effort and progress of the church in all things pertaining to the saving of souls, the development of Christians, and the extension and growth of the kingdom of God.
3. By proper organization and method among themselves, they are to establish and maintain personal fraternal relations with, and inspiring oversight of, all membership of the church. Especially are they to seek to know the physical needs and the moral and spiritual struggles of the members; and to serve the whole church in relieving, encouraging and developing all who are in need.
4. The deacons shall serve as a general pulpit supply committee. In case of absence or inability of the pastor, subject to advice from and conference with him, they will provide for pulpit supplies.

Section 4, THE MODERATOR:

The moderator shall be the pastor. In the absence of the pastor, the chairman of the deacons shall preside. In the absence of

both, the Vice-Chairman will preside. In the absence of all three, the church clerk shall call the church to order and a moderator pro-tem shall be elected to serve for that session of business.

Section 5, THE CHURCH CLERK:

The church clerk shall be elected annually.

1. The clerk shall keep in a suitable book a record of all actions of the church. He shall keep a register of the names of the members, with the dates of admission, dismissal, death and baptisms.
2. The clerk shall issue letters of dismissal voted by the church, preserve on file all communications and written official reports, and give legal notice of all meetings where such notices are necessary, as indicated in these by-laws.
3. The clerk shall render it a part of his responsibility to promote loyalty and efficiency in church life.
4. The church clerk shall notify all delegates of their election or appointment.

Section 6, THE CHURCH TREASURER:

The church shall elect a treasurer annually.

1. It is his duty to keep at all times an itemized account of all receipts and disbursements. Payment of bills for local work and expenses shall be made promptly by check and all funds received for denominational and other causes shall be remitted monthly by check.
2. He will prepare a monthly report of all receipts and disbursements, a quarterly report, and an annual report, all of which shall be in writing.
3. All books, accounts and records (with the exception of the listing of the membership with the amounts given) kept by the treasurer shall be considered the property of the church.
4. A copy of the annual treasurer's report will be given to the church clerk who will keep and preserve it as a part of the permanent records of the church.
5. The treasurer has authority to write checks for any item authorized by the church in the annual budget for the amount prescribed therein, assuming there is a sufficiency of funds to cover the check. For any item of service not specifically named in the budget of designated money passed through the treasurer, there must be authorization from the church or from the active deacons.
6. The treasurer shall consider it a part of his responsibility to promote in every proper way scriptural giving on the part of the entire membership of the church.

Section 7, THE MUSIC DIRECTOR:

1. The Music Director shall provide worshipful music for all

services of the church, and shall have general oversight and direction of the music.

2. The director is to direct the choir or choirs in rehearsal and public singing and is to cooperate with the pastor and other leaders in the selection of suitable music and in devising appropriate musical programs, for all occasions where such services are needed.
3. A voluntary Music Director will be elected annually on nomination of the nominating committee if a suitable Music Director is not employed.

Section 8, THE CHURCH PIANIST AND ORGANIST:

The pianist and organist shall be elected annually. They shall have the responsibility of playing at all services where music will be needed in connection with worship. They shall be responsible for playing at all worship services, choir rehearsals, prayer meeting, revivals, and other church gatherings where the entire membership is involved.

Section 9, THE CUSTODIANS

1. There shall be three (3) custodians elected by a secret ballot vote of the church members. Their tenure of office shall be three years, except for the initial election where the three elected will determine who will serve for three, two, and one years respectively. Thereafter, one new custodian shall be elected annually during the morning worship service on the second Sunday of September. The custodian so elected shall begin his tenure of service at the beginning of October. The chairman of the deacons shall on the first Sunday of August of each year post in a conspicuous place within the church a list of all male members of minimum age twenty-one who are not presently serving as custodians. Any member may strike his name, declining to stand for election as custodian. On the first Sunday of September the chairman of the deacons shall post a revised list for custodian election.
2. In the event a custodians position is vacated before the length of his term expires, for whatever reason) a special election shall be held within 3 months to fill this position. All male members as described above are eligible for this election, with the exception of the last person that was rotated off of this committee, unless he has been off the committee for a minimum of 9 months at the time a position was vacated. In this case he will be eligible for election. The person so elected shall finish the tenure of the vacated position. If this tenure is for less than one year he shall be eligible for re-election at the next regular custodian election.
3. The custodians shall be responsible for the physical properties of the church. They shall be responsible for the upkeep and maintenance of the physical properties of the church and shall report and recommend to the general conference of the church any action regarding expenditures for supplies, materials, and services.

4. The custodians, along with the treasurer of the church, shall be responsible for the handling of all trust funds, if any, belonging to the church.
5. No contract for supplies, materials, or services pledging the credit of the church shall be made without a direct vote of the church to authorize any expenditure.

ARTICLE III: OFFICERS OF CHURCH ORGANIZATIONS

Section 1, CHURCH CONTROL:

All organizations of the church shall be under church control. All officers being elected by the church and reporting regularly to the church. It is understood that the pastor is ex-officio head of all the organizations named, and his leadership is to be recognized in them all.

Section 2, SUNDAY SCHOOL OFFICERS:

In July, the General Superintendent shall be elected upon nomination by the Nominating Committee. The elected General Superintendent shall then serve on the Nominating Committee which shall bring to the church nominations for general officers, departmental officers and teachers.

Section 3, DISCIPLESHIP TRAINING OFFICERS:

In August, the Discipleship Training Director shall be elected upon nomination by the Nominating Committee. The elected Director shall serve on the nominating Committee, which shall bring to the church nominations for general officers, department directors, leaders and sponsors of unions.

Section 4, THE WOMAN'S MISSIONARY UNION OFFICERS:

The director of the Woman's Missionary Union (W.M.U.) She shall be elected annually by the church upon joint nomination of the Nominating Committee and the W.M.U. She shall be responsible for the co-operation of the members with the overall program of the church. She shall make a monthly report to the church with such recommendations, as she deems necessary for the best interest of the work.

Section 5, THE BROTHERHOOD OFFICERS:

The director of the Brotherhood shall be elected annually by the church upon joint nomination of the Nominating Committee and the Brotherhood.

He shall be responsible for the co-operation of the members with the overall program of the church. He shall make a monthly report to the church with such recommendations, as he deems necessary for the best interest of the work.

ARTICLE IV: COMMITTEES

Section 1, NOMINATING COMMITTEE:

The Church Nominating Committee shall be derived by the following action: The pastor (with the active deacons' approval) shall appoint three persons, designating a chairman who will serve with him to nominate the following church officers: Treasurer, Clerk, Pianist, Organist, Music Director (if elected instead of employed), Sunday School Superintendent, and the Discipleship Training Director. This Nominating Committee shall be appointed in June. After this agenda of officers has been approved by the church, the Sunday School Superintendent and the Discipleship Training Director will become members of the Nominating Committee. This committee shall canvass the church rolls and otherwise seek to discover persons suitable for office bearing, and tactfully obtain from members expressions as to preferences to fill the various offices, and make nominations to the church of officers and committees as provided for in these by-laws.

The Nominating Committee shall notify all officers, teachers, and committee members of election or appointment.

The Nominating Committee shall serve until the close of the associational year for which they nominate officers and workers.

Section 2, PULPIT COMMITTEE:

After the office of pastor is vacated a pulpit committee shall be formed. This committee shall consist of the chairman of the board of deacons (at the time the committee is formed) and three (3) other members of the church that will be elected by secret ballot by a simple majority of those voting at this conference. This committee shall seek out a suitable pastor, the church bearing any necessary expense in travel (within a range of three hundred (300) miles unless a further distance is authorized) to hear a candidate preach or to converse with him in person or on telephone, or other reasonable means of communication, and bring his name before the church in the form of a nomination to be considered and acted upon. The committee shall present to the church only one candidate at a time and this candidate is to be acted upon either by extended call or by vote of disapproval before another is presented to the church. When a pastor is obtained this committee will be relieved of its duties and terminated.

Section 3, COMMITTEES ON ADMINISTRATION OF THE ORDINANCES:

1. The baptismal committee shall consist of two men and three women nominated by the Nominating Committee and elected by the church. It shall be the duty of this committee to render such assistance as may be necessary to the pastor and the candidates.
2. The deacons shall name a committee responsible for the preparation and conduct of the observance of the Lord's Supper.

Section 4, SPECIAL COMMITTEES:

Any special committee that is deemed necessary by the pastor, deacons, or the church, shall be nominated to the church for election by the pastor or deacons and shall be terminated when its purpose is achieved.

ARTICLE V: CHURCH BUILDING AND FURNISHINGS

The deacons must approve all additions and all alterations to the building or the furnishings, accouterments and appurtenances there in. The deacons shall have option to present these matters to the church in regular conference or can within themselves make a determination regarding them.

ARTICLE VI: CHURCH FINANCE

1. Every member is expected to contribute to the financing of this church and its program. Though tithing of ones income is not a demand placed upon the membership, the church heartily recommends tithing, believing it is the minimum that a Christian should give.
2. We believe the only Scriptural means of support of a Baptist Church and its organizations and auxiliaries to be by the voluntary, free will gifts of its members. Therefore, neither this church nor any of its organizations or auxiliaries shall engage in raising of funds for operating expenses by any means other than voluntary, free-will gifts of its members excepting that the organizations or auxiliaries shall be allowed to have fund raisers for special mission projects.
3. Receipts from all sources shall be kept in bank accounts and all money paid out shall be paid through the treasurers, regardless of the source and purpose of the money. The treasurers will maintain separate accounts in his/her record book as he/she and the active deacons see fit in order to assure accurate reporting of all receipts and payments.

ARTICLE VII: MEETINGS

Section 1, WORSHIP:

Public services shall be held on the Lord's Day and on one evening of each week. The Lord's Supper will be held on the first Sunday of each quarter. All church deacons are invited and requested to assist in the Lord's Supper. Religious meetings may be planned by vote of the church.

Section 2, BUSINESS:

1. At any of the regular meetings of the church for worship, the church may without special notice, act upon the reception of members, the dismissal of members to other Baptist churches and the appointment of delegates or messengers to councils, associations, or conventions but not on other business, unless called for by the pastor as stated in #3 below.
2. The church shall have a monthly business meeting at the close of the hour appointed for evening worship on the third Sunday in each month, or at a time set by the church conference. There shall be prepared an agenda for these meetings containing an order of business, reports, and other information pertinent to the business of the session.

3. The pastor may and shall when requested by the deacons or by any standing committee call from the pulpit a special business meeting.
4. The order of business for all meetings shall be at the discretion of the moderator, however, the minutes of the previous session must be read and approved.
5. The annual meeting of the church shall be held on the first Sunday in September each year, at which time a full slate of officers shall be elected and such other business transacted as may be specified in the call or prescribed by these by-laws.
6. The parliamentary procedure of this church shall be governed by the latest edition of Roberts Rules of Order.

ARTICLE VIII: BY-LAWS

Each family represented in our church membership shall receive a copy of these by-laws.

ARTICLE IX: AMENDMENTS

These by-laws may be amended by a majority vote of those present and voting at a regular meeting of the church or at a meeting specially called for that purpose, the proper amendment being inserted in the call.

ARTICLE X: ADOPTION

These by-laws will become effective immediately upon adoption by the church.

ARTICLE XI: Incorporation

Henceforth Macedonia Baptist Church will be named Macedonia Baptist Church Of Preston Georgia, INC. as described within the Certificate of Incorporation (effective date 10/21/2005) attachment "A"

ARTICLE XII: Child Protection Policy

1. All Sunday School and VBS teachers, must be a member of Macedonia Baptist Church for twelve (12) months.
2. Children: Newborn to 18 years of age:
Two (2) unrelated adults are preferred. When this is not possible and there are several children/young people in the room, an unrelated adult is to make supervisory visits from time to time with an unobstructed view into the room.

3. All Sunday School and VBS teachers of children (newborn to 18 years of age) must have a national background check once with the results being known only to the person the check is on, the Pastor, and the Sunday School Superintendent.
4. During Worship services at least one (1) person (who has had a background check completed) and a member of Macedonia Baptist Church for twelve (12) months will be in the nursery at all times with any volunteers who are helping in the nursery.

During VBS at least one (1) person (who has had a background check completed) and a member of Macedonia Baptist Church for twelve (12) months will be each room with any other volunteers with children (newborn to 18 years of age).
5. Any other services held at the church or away from the church must have at least one (1) person (who has had a background check completed) and has been a member of Macedonia Baptist Church for twelve (12) months with children (newborn to 18 years of age).

AMMENDMENTS
(Attached)