

**PLEASANT GROVE BAPTIST CHURCH
BYLAWS**

PREAMBLE

For the purpose of preserving and making secure the principles of our faith in Christ and to the end that this body be governed in an orderly manner consistent with the accepted tenets of the State Baptist Convention of North Carolina, and the Southern Baptist Convention, and for the purpose of preserving the liberties inherent in each individual member of this Church, and to set forth the relationship of this body to other bodies of the same Faith and Order, we do declare and establish these Bylaws.

ARTICLE I - NAME

The name of this body shall PLEASANT GROVE BAPTIST CHURCH of Oakboro, North Carolina.

ARTICLE II - FAITH

This church believes The Holy Bible to be the inspired Word of God and is the basis of faith. This church accepts the Scriptures of the Old and New Testament as our rule of faith and practice. It affirms the doctrinal positions set forth in The Baptist Faith and Message as adopted by the Southern Baptist Convention June 14, 2000 (July 2020), and hereby incorporates that statement into these Bylaws.

ARTICLE III - COVENANT

We, the members of Pleasant Grove Baptist Church, Oakboro, NC 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 by the immersion in the name of the Father, Son, and Holy Spirit do now, in the presence of God and this assembly, enter into a covenant with each other, as one body in Christ. We therefore, agree, by the help of the Holy Spirit and with the Bible, the inspired Word of God as our guide, to walk together in Christian love; to strive for the advancement of this church; to promote spirituality; to sustain its worship, discipline and doctrine; to observe the church ordinances of believer's baptism and the Lord's supper as authorized by our local church, to contribute cheerfully and regularly of God's tithes and our offerings to the support of the ministry of our church and to the spread of the gospel to all nations.

We agree to encourage personal and family devotions; to educate our children according to our faith; to seek the salvation of the unbeliever; to be just in our dealings, reliable in our responsibilities, and an example to those around us; to abstain from the sale and use of substances harmful to our bodies, which are the temples of God; to use our influence to combat the abuse of all such harmful substances; and to work untiringly for the advancement of the kingdom of our Savior by witnessing in words and actions.

We agree to walk in Christian harmony and watchfulness, giving and receiving assistance with meekness and affection; to pray for one another; to help each other in sickness and sorrow; to be slow to get angry; to always be eager for reconciliation seeking it without delay. We further agree that, when we move for this area, 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.

ARTICLE IV - PURPOSES

The purpose of this body shall be to provide regular opportunities for public worship and fellowship, to sustain the practices of Baptism and the Lord's Supper, Christian Doctrine, and ethics set forth in the Holy Bible, to nurture its members through a program of Christian Education and training, to channel its offerings to the support of the various objects of Christ's Kingdom, and to preach and propagate among all people the gospel of the revelation of God through Jesus Christ as Savior and Lord. It is the purpose of the church to support, through regular and special gifts of its members, the local church program and the world missions programs of the denomination.

ARTICLE V - POLITY AND RELATIONSHIPS

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 or political body or bodies.

We recognize that there is mutual helpfulness in the association of churches who are in such agreement in faith and practice as to encourage the spirit of fellowship and good will. We also recognize that there have been devised, through the voluntary cooperation of churches of like faith and order, organizations whose purpose it is to implement the missionary, educational, and benevolent interests and obligations of the individual Christian and his church family. Believing that the Stanly-Montgomery Baptist Association, the State Baptist Convention of North Carolina, and the Southern Baptist Convention are other organizations which have as their sole purpose the promotion and support of missions; education and benevolence of the character and in keeping with the spirit of the Bylaws and the Articles of Faith of this church, we therefore agree to participate in these organizations through our duly elected messengers and our support of the causes which these organizations represent. Any action to withdraw from fellowship with these bodies shall require a three fourths majority vote of the members present and voting at a specially called meeting for such a purpose and resolution to be voted upon to all members not less than thirty days before such meeting.

ARTICLE VI - MEMBERSHIP

Section A. Eligibility

Anyone professing faith in the Lord Jesus Christ, giving evidence of a change of heart, and adopting the views of faith and practice held by the church, may upon baptism by immersion, be received into the fellowship of this church by a majority vote of the members present,

Section B. Baptism

The requirement of baptism by immersion for church membership may be waived when the candidate's condition clearly makes baptism by immersion impossible. In such cases, the candidate's condition must clearly make baptism by immersion impossible. In such cases, the Pastor and/or Deacons will recommend to the church that the candidate be received as a member, in full standing, of Pleasant Grove Baptist Church without being baptized by immersion. Such a recommendation will be approved by a two-thirds majority of those members present and voting.

Section C. Admission of Members

Candidates shall be presented to the church at any regular church service for membership in any of the following ways:

1. By profession of faith and for baptism according to the beliefs of this church.
2. By promise of letter of recommendation from another Southern Baptist church.
3. By restoration upon a statement satisfactory to the church of a prior conversion experience and baptism by immersion in a Christian Church when no letter of dismission is obtainable.
4. Other Denominations. Persons coming from other denominations, who have never been baptized by immersion, will be received as members upon completion of their baptism by immersion.

Section D. Procedure

Any person may present themselves at a public service of the church for membership. At the discretion of the pastor, the church may, as set forth in these bylaws, call itself into special session and vote on the membership of the candidate, or the pastor may acknowledge the desire and postpone the vote until some subsequent meeting.

Section E. Rights of Members

1. Except as provided otherwise herein, all members shall be permitted to vote on all matters brought before the church.
2. Except as otherwise set forth herein, every member of the church is eligible for consideration by the membership as candidates for elective officers of the church.
3. Members shall have access to the principal records of the church including minutes of its governing body and principal financial reports. However, consistent with the Baptist doctrine and practice, these rights shall not include the right to review or inspect individual donor records or personnel files.

Section F. Termination of Membership

Membership in this church shall be terminated in the following ways:

1. By death. The church clerk shall remove the name of any member from the church roll upon the death of that member.
2. By letter. Letters of dismissal may be granted to any church of like faith and order for members in good standing. When letters are granted, membership in this church will be terminated.
3. By erasure. Upon receipt of reliable information that a member has joined another church, the clerk shall remove the person from the membership rolls of this church, and the church in conference is so advised.
4. By resignation. A member may request that their membership be terminated, and such termination shall be effective as of the date the request is received
5. By discipline. Should a member become an offense to the church to its good name by reason of immoral or unchristian conduct, or by persistent breach of his covenant vows, the church may then terminate their membership, but only after due notice and hearing and after faithful efforts have been made to bring such member to repentance and amendment. All requests for termination of membership or action leading to this shall first be studied by the pastor and deacons. Recommendation for termination requires a 2/3 majority voted by members present at the regular quarterly conference or a called conference.

Section G. Restoration

Any person whose membership has been terminated for offense may be restored by the simple majority of the church members in attendance at a regular business meeting upon evidence of repentance and reformation.

ARTICLE VII - MEETINGS

Section A. Worship

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

Section B. Annual Meetings

1. The annual meeting for the election of deacons shall be held the fourth Sunday in July of each year.
2. The annual meeting for the election of leaders shall be held the fourth Sunday in August of each year.

Section C. Conferences

1. Regular Conferences for the discussion of material and spiritual conditions of the church will be discussed and plans projected for progress in Kingdom endeavors shall be held the second Sunday of each quarter of the calendar year.
2. Special business conferences may be called by the Pastor or the Board of Deacons, or any twenty (20) members requesting such in writing. The time and place of any such special conference and matters to be considered shall be stated in the call, and public announcement shall be made at least two (2) weeks to the congregation during the Sunday Worship Service preceding the special business conference. Only the business matters announced in the call may be proper matters for the special conference.
3. In the event of an emergency, the Pastor or Chairman of the Deacons may, with consent of two-thirds of the Deacons call an emergency meeting without full notice to the members. Such notice as is possible will be given to the membership, and action is limited to the items requiring the emergency meeting. No meeting under this provision may be called in regard to personnel matters.
4. Moderator. The Pastor will serve as moderator, or, in his absence, or upon his request, or on any motion concerning his compensation or tenure, the Chairman of the Deacons, Vice Chairman or Secretary of Deacons shall call the meeting to order.
5. Notice. Except where otherwise required by these bylaws, any requirement of notice for a meeting or item of business to be presented shall be satisfied if announcement is made at a Sunday morning worship service seven days in advance of any meeting or action, or notice is provided in any regular or special newsletter mailed ten days in advance.
6. Required majority. The required majority upon matter of concern by voting at constituted business meetings shall be by majority vote of those present. To call a Pastor, a three-fourth majority vote shall be required. To amend the By-laws a two-thirds majority vote shall be required.
7. Quorum. A quorum shall consist of the members of the church present at a business meeting.
8. Proxy Voting. Voting by proxy shall not be permitted in any matter.
9. Absentee Ballot. Any time that there is a scheduled vote, the opportunity for an absentee ballot will be provided only for church members who will be absent during the scheduled vote. Individuals who vote an absentee ballot will sign a roster for accountability purposes. The absentee ballot may be cast during normal church office hours beginning ten (10) days preceding the conference. The sealed box containing absentee ballots will be maintained in the church office by a designated individual appointed by the Deacons until the scheduled vote is cast. Members with extenuating circumstances can have ballots brought to them by an active deacon.
10. Rules of Procedure. Except where specific provisions are made herein, Robert's Rules of Order shall be the rule and guide in matters of procedure in all business meeting of the Church, except that the moderator may absent objection or with the consent of the majority, deviate from such rules in the interest of full discussion and harmony. The recommended order of business for the business sessions shall be as follows:

- a. Call to Order.
- b. Reading of the minutes of the previous meeting or statement of purpose if it is a called meeting.
- c. Consider unfinished matters in the minutes
- d. Reports from all heads of all departments of the church
- e. Report of the Treasurer
- f. Report of the special committees
- g. Granting of letters and discipline
- h. Recommendations from Deacons
- i. New Business
- j. Adjourn until next regular business meeting, if in a regular meeting, or to a special time for called meeting
- k. A called meeting simply adjourns
- l. Minutes of Church Meeting. The minutes shall be property of the church and kept at the church office and available to all members for inspection.
- m. The church year shall begin on September 1 and end on August 31.

ARTICLE VIII - CORPORATE OFFICERS

Section A. Generally

Officers of the corporation shall be the Deacons, Clerk, Treasurer and such others as the church shall determine. For all such officers the church shall establish and set forth in the bylaws their means of selection and duties. All officers must be members of the church in good standing and serve at the pleasure of the congregation. No one person can hold more than one corporate office.

Section B. Deacons

1. Purpose

Deacons are called upon to assist in ministry of the church with an attitude of service and commitment to its spiritual obedience, health, and effectiveness. Deacons provide guidance and administration to groups and individuals within the church, as well as assist the Pastor in carrying out ministries and duties, including church outreach, discipleship, evangelism and discipline.

2. Election and Terms

There shall be twelve deacons. These shall be elected from among the members who have proved themselves as having scriptural qualifications. Election of deacons shall be by secret ballot of the church on the fourth Sunday in July of each calendar year. At the time of the election Church members will vote by writing the names of four individuals who the Church members believe should serve as Deacons. This will be the only ballot cast. Therefore, those individuals receiving the highest number of votes and who are qualified to serve as Deacon, and are willing to serve as a Deacon shall be elected to a three-year term as an active Deacon of Pleasant Grove Baptist Church. A Deacon member who rotates off is ineligible to serve for at least one year. An absentee ballot may be cast by those Church members who will be absent during the Deacon election.

3. Duties

Deacons shall at all times consider themselves as servants of the church. With the Pastor, and as the Holy Spirit may direct, they are to consider and make recommendations to the church on all matters pertaining to its work and progress, including oversight of the discipline of the church; establish and maintain spiritual fraternal relations with all members of the church; and assist the Pastor in the observance of the ordinance. Other responsibilities include the following:

- a. The Deacon Chairman shall serve as the church's representative to the Stanly Baptist Associational Executive Meeting.
- b. The Deacon of the Month, his two associates and their wives shall serve as the Bereavement Committee.
- c. Deacons will elect members from the board to serve on the following:
 - Stewardship committee
 - Building and Maintenance Committee
 - Nominating Committee
 - Personnel Committee
 - Security Committee
 - Policy Committee
- d. The Deacons will submit recommendations to the church at the annual meeting for the following:
 - Church Treasurer
 - Church Clerk
 - One member from the church membership to serve on the Nominating Committee
- e. Deacons shall arrange for regular meetings and such committees as are necessary to the discharge of their duties.
- f. The Pastor, or the Chairman of the Deacons, may call the Deacons into special session whenever need for such arises.

4. Officers

The Deacons shall elect annually their own Chairman, Vice-Chairman, Secretary and other officers as needed.

5. Corporate Duties

The currently serving Deacons shall, meeting and acting together, constitute the Board of Directors of Pleasant Grove Baptist Church. Such Board of Directors shall change by and in the same procedure as for the terms of Deacons so that the Board of Directors shall perpetually be the same as the Deacons in their capacity as Directors, they shall have the duties and responsibilities attendant to Directors, subject, however, to the limitations set for in the Charter and Bylaws. The Directors shall not have power except as expressly authorized by the congregation to purchase or see or encumber any real or personal property, to install or remove officers or staff, to amend the bylaws or Charter, or to bind the corporation to any contract.

The Chairman of the Deacons shall, whenever required by law or practice, serve as the President of the corporation, having, however, only such express powers as are granted by congregation, and having no power absent such express authorization to bind the corporation in any matter or act for it. In a similar manner and subject to the same

limitations, the Vice-Chairman of the Deacons shall be authorized to act as the vice-president.

Section C. Clerk

It shall be the duty of the clerk to attend, or be represented at all church business meetings, to keep an accurate record of all business transactions, and to prepare the annual Associational Letter and to notify all officers, issue letters of dismissed as authorized by the church, preserve all papers and valuable letters and records that belong to the church, and preserve a true history of the church. It shall also be the duty of the clerk to see that an accurate roll of the church membership is kept with dates and methods of admission and dismissal, change in name, correct mailing addresses and other pertinent information. The Clerk shall serve as the Secretary of the Corporation.

Section D. Treasurer

It shall be the duty of the Church Treasurer to oversee the disbursement by check upon proper authority, all money or things of value that are given to the church, and keep at all times an itemized account of all receipts and disbursements, rendering regular accounts to the church to be preserved by the church office. The Treasurer will cosign on checks issued by the church. The Treasurer and Stewardship Committee will develop the annual budget and approve funds for the church. The Treasurer will submit the recommendations to the congregation for approval. The Treasurer shall arrange for an audit of the financial books, records and accounts kept by the office and these records shall be considered the property of the church. The Treasurer shall upon invitation meet with the deacons and shall be a voting member of the Stewardship Committee.

ARTICLE IX – COMMITTEES

Section A. Committees

The church shall elect such standing and special committees as may be deemed necessary to carry on the various phases of the program of the church. These committees' members shall be elected by the church upon the recommendation of the Nominating Committee, unless the church directs their appointment in a different manner. All committees will be on a rotating basis and shall serve at the pleasure of the church, and shall in no event have any authority to act for the church except where specifically authorized.

Section B. Composition, Duties, and Election of Committees

The composition duties and means of election of all committees, standing and special, shall be established by the church and set forth in a policy handbook made available to all church members.

Section C. Church Council

The members of the Church Council shall be the Pastor, Associate Pastor of Students and Young Adults (July 2020), Chairman of the Deacons, Worship Leader (July 2020),

WMU Director, Brotherhood Director, Sunday School Director, Children's Director, Church Clerk, and Church Treasurer. The chairman of the church committees shall be consulted as appropriate. The pastor shall serve as Chairman. The duties of the church council shall include planning and coordination the program of the church. It shall strive to eliminate conflicts in scheduling of organizational activities, and to concentrate its efforts, in cooperation with the deacons and the congregation, on the achievements of the mission of the church. Church Council meeting shall be held quarterly.

ARTICLE X - STAFF

Section A. Ministerial Staff

The ministerial staff shall be composed of the pastor and other persons who fill ministerial positions as may be created from time to time by vote of the membership. Members of the ministerial staff, other than the pastor, shall be elected or terminated by the membership upon recommendation of the Personnel Committee in consultation with other appropriate committees and the pastor.

Section B. Pastor

1. Call and Election

The call of the pastor shall take place at a meeting especially set for that purpose, of which at least one week's notice has been given the membership. The election shall be upon the recommendation of a special committee appointed to seek out and nominate as pastor a minister of the Gospel whose Christian character and qualifications fit him for the office of pastor of this church. The committee shall bring only one name at a time for consideration of the church and no nomination shall be made except that of the committee. Election shall be by an affirmative vote of three-fourths majority of those present and voting for a call by secret ballot. Should the one recommended by the committee fail to receive a three fourths majority vote, the committee will be instructed to seek out another minister, and the meeting shall be adjourned without debate.

2. Termination.

a. Resignation.

The Pastor shall serve under a continuing call until the pastoral relationship is dissolved at the request of the Pastor of the church. The Pastor may resign but shall normally provide four week's notice before the termination of his services. By agreement with the deacons, such a resignation maybe effective with lesser notice.

b. Removal.

A Pastor maybe removed by a majority vote of the members present and voting only at a properly called meeting in regards to which a written notice has been provided by members of the pending action and the pastor is provided any opportunity to be heard. The officers and the members shall make every effort to follow biblical principles including the processes set forth in Matthew 18 in dealing with conflicts regarding pastoral staff. Every effort should be extended to permit reconciliation of conflicts in a manner consistent with our Christian faith and doctrine.

Section C. Church Staff

The church staff shall be composed of all persons employed by the church except the ministerial staff and the pastor. Members of the church staff shall be employed or terminated by action of the Personnel Committee with the agreement of pastor.

Section D. General Provisions

A job description for each staff position shall be prepared and shall be revised periodically by the pastor and the Personnel Committee and given to all candidates being considered for that position or to the person filling that position. Staff positions may be combined from time to time at the discretion of the pastor and the Personnel Committee, and the combined position held by one person. All members of the staff shall be called or employed for indeterminate terms. A staff member may resign by giving thirty (30) days written notice of termination to the church. The relationship of a staff member to the church may be terminated by the church at any time by action of the body or committees authorized to elect or terminate that staff member. The church shall for all staff positions establish appropriate employment policies including job descriptions, benefits, and other policies. Such policies shall not constitute an employment contract and may be terminated or modified at any time by appropriate church action.

ARTICLE XI - STEWARDSHIP/FINANCES

Section A. Budget

The stewardship committee shall prepare and submit to the church for approval an annual budget.

Section B. Accounting Procedures

All funds for any and all purposes shall be handled in accordance with procedures established by the Stewardship Committee, be reported to the church treasurer or financial secretary, and be properly recorded on the books of the church. A system of accounting that will adequately provide for the handling of all funds shall be responsibility of the Stewardship Committee.

Section C. Audit

The Treasurer shall arrange for an annual audit of the church's financial records per Article VIII Section D. (July 2020)

Section D- Fiscal Year

The fiscal year of the church shall run from January 1 to December 31.

Section E. Expenditures and Receipts of Funds

1. Funds budgeted annually by the Stewardship Committee and approved by the church may be disbursed without the expressed order of the Church
2. No designated funds shall be received except where the church has approved the receipt of funds for the designated cause. Separate accounting shall be maintained for all designated gifts and funds.
3. The receipt of gifts of real or personal property must be approved by the appropriate church authorities.
4. All gifts of money or other items shall be used solely at the discretion of the church, subject only to such restrictions on the use of gifts which are designated to a church approved fund, and as may be made at the time of their receipt.

Section F. Stewardship Committee

The stewardship committee shall annually recommend to the church means of emphasizing the biblical principles of stewardship and the financial needs of the church's ministry. They shall annually recommend and implement means of securing from the membership commitments to support the church's ministry at home and through missions. It is understood that membership in this church involves a commitment to the financial support of its ministry.

ARTICLE XII - CHURCH POLICY MANUAL

The officers shall assure the creation and maintenance of a policies and procedures/operations manual which shall contain all currently controlling policies and procedures governing any aspect of the church's affairs including policies regarding the handling of funds, use of facilities, and employment policies and practices.

ARTICLE XIII - LICENSE AND ORDINATION

Section A. Ministerial Ordination

When this church has been requested to ordain a member or when the church wishes to ordain a member to the Gospel ministry, it shall upon recommendation of the Pastor and the Deacons who have satisfied themselves as to the candidate's fitness, and with approval of the church, examine the candidate with respect to the candidate's Christian experience, call to the ministry and views of Bible doctrine. The pastor may invite the Associational Council of Ordinations to examine the candidate concerning the candidate's fitness for the ministry. When the Examining council recommends the candidate's ordination, the candidate shall be properly set apart and ordained, with prayer and the laying on of hands, provide that prior to the ordination, three-fourth of the members present at any regular church meeting agree thereto.

Section B. License to Preach

When a member announces to the church the call to the ministry, the church, upon recommendation of the Pastor and Deacons, by majority vote, licenses the member as an acknowledgment of the 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. It is understood that the performance of civil duties by the member shall be governed by state law.

ARTICLE XIV - AMENDMENTS

Section A. Amendment

The bylaws may be amended, altered, or repealed by a two-thirds votes of the members present at any business meeting, provided, however, that such amendment, alternation, or repeal must be given to the clerk in writing; this proposed change shall be presented to the church at least two weeks prior to the time the vote is taken.

Section B. Copies

A copy of these bylaws and any amendments thereto shall be maintained by the clerk and copies made available at the church office.