

## **PREAMBLE**

### **1. Intention**

We establish these bylaws to orderly govern the body. These bylaws preserve the liberties of each member and the body's independence from other churches.

### **2. Name**

This body is CALVARY BAPTIST CHURCH OF BEAUMONT with its primary offices located at 3550 Dowlen Road, Suite A, Beaumont, Texas.

### **3. Mission**

Calvary Baptist Church exists to glorify God. We glorify God by bringing people to the Lord and then building them up once they come, in Beaumont and beyond.

### **4. Statement of Basic Beliefs**

The Church has no creed but the Bible. Insights into the church's interpretation of the scriptures may be gained from the Baptist Faith and Message Statements of 1925, 1963 as revised in 1998 and 2000.

The Church believes that because God our Creator established marriage as a sacred institution between one man and one woman, the idea that marriage is a covenant only between one man and one woman has been the traditional definition of marriage for all of human history ("Traditional Definition of Marriage"). Because of the longstanding importance of the Traditional Definition of Marriage to humans and their relationships and communities, and most importantly, the fact that God has ordained that marriage be between one man and one woman, as clearly conveyed in God's inerrant Scriptures, including for example in *Matthew* 19:4-6 where in speaking about marriage Jesus referred to the fact that "he which made them at the beginning made them male and female," the Church hereby creates this policy, which shall be known as the "Marriage Policy."

Under this Church's Marriage Policy, the Traditional Definition of Marriage is the only definition of marriage that will be recognized or accepted. No officer, employee, servant, agent, or any person, corporation, organization, or entity under the direction or control of this Church shall commit any act or omission, or make any decision whatever, that would be inconsistent with, or that could be perceived by any person to be inconsistent with, full support of this Church's Marriage Policy and strict adherence to the Traditional Definition of Marriage rather than any alternative to the Traditional Definition of Marriage.

This Church's Marriage Policy specifically prohibits acts or omissions including but not limited to permitting any Church assets or property, whether real property, personal property, intangible property, or any property or asset of any kind that is subject to the direction or control of the Church, to be used in any manner that would be or could be perceived by any person to be

inconsistent with this Church's Marriage Policy or the Traditional Definition of Marriage, including but not limited to permitting any church facilities to be used by any person, organization, corporation, or group that would or might use such facilities to convey, intentionally or by implication, what might be perceived as a favorable impression about any definition of marriage other than the Traditional Definition of Marriage.

We believe this Church's Marriage Policy is based upon God's will for human life as conveyed to us through the Holy Scriptures, upon which this Church has been founded and anchored, and this Marriage Policy shall not be subject to change through popular vote; referendum; prevailing opinion of members or the general public; influence of or interpretation by any government authority, agency, or official action; or legal developments on the local, state, or federal level.

Couples that comply with this Marriage Policy may apply to use the Church's facilities for their wedding ceremony so long as at least one person from the couple is a member in good standing.

## **5. Polity and Relationships**

The church government vests in the members. Persons received by the members constitute the membership. All internal groups created by the church are accountable only to the church, unless otherwise specified by church action. No ecclesiastical body controls this church, but this church recognizes and sustains the obligations of mutual counsel and cooperation that are common among Southern Baptist churches. This church supports and cooperates with the Golden Triangle Baptist Network, the Baptist General Convention of Texas, and the Southern Baptists of Texas Convention. The church determines the extent and duration of this cooperation and support.

## **BYLAWS**

### **ARTICLE 1 PURPOSES**

The Church is formed for any lawful purpose or purposes not expressly prohibited under Title 1, Chapter 2, or Title 2, Chapter 22 of the Code, including any purpose described by Section 2.002 of the Code. The Corporation is organized and shall be operated exclusively for religious, charitable and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as amended. Notwithstanding the foregoing, the Corporation's purposes also include the limited participation of the Corporation in any other activities, including taxable activities, but only to the extent the activities would be permitted by a tax-exempt organization. More particularly, but without limitation, the purposes of this Corporation are:

(a) To promote the Christian religion by any appropriate form of expression, within any available medium, and in any location, through the Corporation's combined or separate formation, of a church, ministry, charity, school, or eleemosynary institution, without limitation.

(b) To glorify God by bringing people to the Lord and then building them up once they come, in Beaumont and beyond.

(c) To ordain, employ and discharge ordained ministers of the Gospel, and others, to conduct and carry on divine services at the place of worship of the Corporation, and elsewhere.

(d) To collect and disburse any and all necessary funds for the maintenance of said Corporation and the accomplishment of its purpose within the State of Texas and elsewhere.

(e) To make distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code of 1986 as amended.

(f) This Corporation is also organized to promote, encourage, and foster any other similar religious, charitable and educational activities; to accept, hold, invest, reinvest and administer any gifts, legacies, bequests, devises, funds, and property of any sort or nature, and to use, expend, or donate the income or principal thereof for, and to devote the same to, the foregoing purposes of the Corporation; and to do any and all lawful acts and things which may be necessary, useful, suitable, or proper for the furtherance of accomplishment of the purposes of this Corporation. Provided, however, no act may be performed which would violate Section 501(c)(3) of the Internal Revenue Code of 1986, as it now exists or as it may hereafter be amended.

## **ARTICLE 2 POWERS AND RESTRICTIONS**

Except as otherwise provided in these Bylaws and in order to carry out the above-stated purposes, the Corporation shall have all those powers set forth in the Code, as it now exists or as it may hereafter be amended. Moreover, the Corporation shall have all implied powers necessary and proper to carry out its express powers. The powers of the Corporation to promote the purposes set out above are limited and restricted in the following manner:

(a) The Corporation shall not pay dividends and no part of the net earnings of the Corporation shall inure to the benefit of or be distributable to its organizers, officers or other private persons, except that the Corporation shall be authorized and empowered to make payments and distributions (including reasonable compensation for services rendered to or for the Corporation) in furtherance of its purposes as set forth in these Bylaws. No substantial part of the activities of the Corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in, or intervene in (including the publication or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provisions of this Certificate, the Corporation shall not carry on any other activities not permitted to be carried on by (i) a corporation exempt from Federal Income Tax under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, or corresponding provisions of any subsequent federal tax laws, or (ii) a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1986, as amended, or corresponding provisions of any subsequent federal tax laws.

(b) In the event this Corporation is in any one year a "private foundation" as defined by Section 509(a) of the Internal Revenue Code of 1986, as amended, or corresponding provisions of any subsequent federal tax laws, it shall be required to distribute its income for such taxable year at such time and in such manner as not to subject the foundation to taxation under Section 4942 of the Internal Revenue Code of 1986, as amended, or corresponding provisions of any subsequent federal tax laws; and further shall be prohibited from: (i) any act of "self dealing" as defined in Section 4941(d) of the Internal Revenue Code of 1986, as amended, or corresponding provisions of any subsequent federal tax laws; (ii) retaining any "excess business holdings" as defined by Section 4943(c) of the Internal Revenue Code of 1986, as amended, or corresponding provisions of any subsequent federal tax laws; (iii) making any investments in such manner as to subject the foundation to taxation under Section 4944 of the Internal Revenue Code of 1986, as amended, or corresponding provisions of any subsequent federal tax laws; or (iv) making taxable expenditures as defined in Section 4945(d) of the internal Revenue Code of 1986, as amended, or corresponding provisions of any subsequent federal tax laws.

(c) The Corporation shall not accept any gift or grant if the gift or grant contains major conditions which would restrict or violate any of the Corporation's religious, charitable or educational purposes or if the gift or grant would require serving a private as opposed to a public interest.

### **ARTICLE 3 CHURCH MEMBERSHIP**

#### **3.1 General**

This church is an autonomous and democratic Southern Baptist church under the Lordship of Jesus Christ. The membership retains the exclusive right to govern the church's spiritual and temporal life. The membership reserves the exclusive right to determine who will be members.

#### **3.2 Candidacy**

Any person may submit themselves as a candidate for membership in this church. All member-candidates must submit themselves for membership ~~be presented to the church during a regular church service~~ in one of the following ways:

- A. by public profession of personal faith in Jesus Christ as Savior and Lord with baptism;
- B. by promise of letter of recommendation from another Baptist church of like faith and order;
- C. upon statement of conversion and subsequent baptism experience in another Baptist church; or
- D. by a statement of prior conversion experience and scriptural baptism.

Candidates for membership must be presented to the church membership. This may be done by any reasonable means.

Candidates for membership must complete the church's orientation classes prior to becoming a member of the church.

If a candidate for membership has completed the church's orientation classes, and if no one dissents within 30 days of being presented as a candidate for membership, the candidate is a member. If there is any dissent as to a candidate, the dissenter must inform the Senior Pastor, a Staff Minister, or a Deacon within 30 days of the candidate's presentation to the church. Failure to timely inform one of these persons nullifies the dissent. A proper dissent is immediately referred to the Deacon fellowship for investigation and solution on the church's behalf. A solution must be reached within 30 days from notice received by the Chairman of Deacons.

### **3.3 New Member Orientation**

~~New members are expected to participate in the church's orientation classes.~~

### **3.34 Rights of Members**

A. Every member present may vote at elections and on questions submitted to the church in conference. No voting by proxy is allowed. Nonmembers do not vote.

B. Membership terminates in the following ways:

1. member's death;
2. to another Baptist church;
3. by action of Article 3, Section 5;
4. from the church roll upon request; or
5. of membership in another church.

### **3.4 Discipline**

This church emphasizes that every reasonable measure will be taken to assist any troubled member. The Senior Pastor, Staff Ministers, and Deacons are available for counsel and guidance. Matthew 18:15-16 prescribes that members will strive to restore troubled members to the church.

If a member's conduct or presence becomes problematic, the Senior Pastor and the Deacon officers will take every reasonable measure to resolve the problem. If the problem persists, the application of Matthew 18:17 will be administered by the Deacon fellowship. The Deacon fellowship is considered the church in action and exercises appropriate measures on the church's

behalf. If the member refuses to heed the warning of the Deacon fellowship and has not withdrawn from the church, then upon majority vote of the Deacon fellowship, the member will be excluded from the church.

Upon an excluded person's request and presentation of evidence of repentance and reformation to the Senior Pastor and Deacons, the Deacon fellowship - through a majority vote - may restore that person to membership.

## **ARTICLE 4 CHURCH OFFICERS AND MINISTRY TEAMS**

### **4.1 General**

Anyone who serves as an officer or on a ministry team must be a member of this church.

### **4.2 Church Officers**

The officers are (a) Senior Pastor, (b) Staff Ministers, (c) Deacons, (d) Trustees, and (e) Clerk.

A. The Senior Pastor is the spiritual leader who leads the church to function as a New Testament church in Christ. He guides the church in its worship, evangelism, education, witness, and fellowship. Besides proclaiming the gospel to believers and unbelievers, he oversees the ministries of caring for the needs of members and other persons in the community. He oversees the business activities, functioning as chief executive officer in cooperation with the Staff Ministers and standing ministry teams.

The Senior Pastor holds his office for an indefinite period of time. The office becomes vacant upon his resignation, or upon a three-fourths vote of the members present at any business meeting specifically called for this purpose. Ten-day public notice must be given before this special-called business meeting will convene. This meeting will be called only upon the recommendation of a majority of the Deacons. If a majority of the Deacons call for a meeting to terminate the Senior Pastor, then a business meeting for that purpose is scheduled after publishing notice of the meeting.

When the Senior Pastor's office is vacant, a Transition Leadership Ministry Team convenes to carry on the Senior Pastor's administrative duties. The Chairman of Deacons leads this ministry team, which includes the following:

- (1) Leadership Discovery Ministry Team Chair;
- (2) Bible Study Leadership Ministry Team Chair;
- (3) Personnel Ministry Team Chair;
- (4) Stewardship Ministry Team Chair;

- (5) Properties Ministry Team Chair;
- (6) A Trustee designated by the Chairman of Deacons; and,
- (7) The Transition Leadership Ministry Team may name a liaison from the Staff Ministers for advice and counsel. The liaison is a nonvoting member of this ministry team. When the Senior Pastor's office is vacant, the Personnel Ministry Team arranges for the pulpit to be filled until they propose a candidate for interim pastor. They will present the interim pastor-candidate to the congregation for affirmation by majority vote, and the interim pastor will serve until the Senior Pastor's office is filled. Should the interim pastor be unable to serve until the office of Senior Pastor is filled, another interim pastor may be chosen in like manner. If the interim pastor's name is submitted to the Pastor Search Committee, the interim pastor must decline to be considered as a pastor-candidate or resign as interim pastor.

When the Senior Pastor's office is vacant, a Pastor Search Committee is selected. The committee is composed of three women and four men. No two people related by blood or marriage or from the same family will serve together. No Staff Minister's spouse will serve on the Pastor Search Committee. These persons will be proposed by the members through an open ballot administered by the Deacon Membership and Organization Committee. Those candidates receiving the most votes will be screened by the Deacon Membership and Organization Committee. Nominees for the Pastor Search Committee will be presented to the congregation for election as a committee.

The Pastor Search Committee presents to the congregation one candidate for Senior Pastor. Election will be by an affirmative vote of three-fourths of those present at a meeting called for that purpose. Seven-day notice must be given before this special-called business meeting convenes.

B. The Staff Ministers are called individually and employed as the church determines the need for their offices. The Personnel Ministry Team writes job descriptions when the need for a new Staff Minister position is determined. Staff Ministers are recommended to the church by the Personnel Ministry Team and called by majority vote of the congregation. All Staff Ministers serve at the Senior Pastor's discretion, and their services may be terminated by the Senior Pastor after consultation with the Personnel Ministry Team. When the Senior Pastor's office is vacant, the Transition Ministry Team may vote to terminate Staff Minister or nonministerial employee services upon recommendation of The Personnel Ministry Team.

When the Senior Pastor's office and any other Staff Minister's office are vacant, the most senior Staff Minister determines if an interim Staff Minister is needed to serve until the Senior Pastor's office is filled. If an interim Staff Minister is needed, the most senior Staff Minister recommends an interim to the Personnel Ministry Team. The Personnel Ministry Team decides whether to hire the recommended interim.

Nonministerial employees are hired as the church determines the need for their services. The Senior Pastor and the Administrator have the authority to employ and to terminate

their services. This employment and termination of services occur after consulting with the employee's supervising Staff Minister.

C. Deacons are church servants as outlined in 1 Timothy 3:8-12. They serve as a council of advice and conference with the Senior Pastor in all matters pertaining to the welfare and work of the church. They must be faithful in services and in the performance of their duties. They must support the programs adopted by the church.

The Deacon body is responsible for policies and procedures as they pertain to the election of Deacons, their length of service, qualifications, rotation time, termination or resignation, number of elected Deacons, and all other procedures relevant to the effectual operation of the Deacons.

D. The Senior Pastor or his designee presides as moderator over all business meetings. When the Senior Pastor's office is vacant, the Chairman of Deacons or his designee presides.

E. The Administrator or the Senior Pastor's designee oversees all church business, property, and financial affairs. He acts as "custodian of the records" including but not limited to all legal documents, as well as an updated membership list. He disburses funds for purchase orders that are approved and signed by authorized personnel. He maintains an itemized account of receipts and disbursements. Paid purchase orders must be kept by him. At each quarterly business meeting, he provides a report of the preceding quarter's receipts and disbursements. At the fiscal year close, he will have an annual review conducted by a nonmember, independent-certified-public accountant. At the close of every third year, he will have an audit performed by a nonmember, independent-certified accountant. The church's accounting records are open to inspection by any member of the church. Advance request to inspect the accounting records is required. The inspection is scheduled at a time convenient to the Administrator. Individual contribution records are confidential and are not available for inspection. Contributors may review their own contribution records. The Administrator - after consultation with the appropriate ministry team - may dispose of the church's personal property.

F. On the church's behalf, the Administrator and Senior Pastor have authority to sign contracts or leases or both that do not obligate the church for payment of more than 2.5% of the annual budget. All other contracts or leases must be signed by the trustees when approved by a majority vote of the members present at a business meeting.

G. The church elects three trustees to serve as legal officers. They function in those matters where the law specifically requires them to act on the church's behalf. They hold the church property in trust. After obtaining specific authority by church vote, they have the power to buy, sell, convey, mortgage, pledge, lease, exchange, transfer, and otherwise dispose of all or any part of the church's real and personal property. They serve at the church's will.



H. The Senior Pastor designates a church employee to act as Clerk. The Clerk's responsibilities include keeping minutes of church business and corresponding to the Associations and Conventions as directed by the Senior Pastor.

### **4.3 Ministry Teams**

The church establishes ministry teams based on the recommendations of the Leadership Discovery Ministry Team. The ministry teams function under the policies and procedures established by the Leadership Discovery Ministry Team. The standing ministry teams consist of the Leadership Discovery Ministry Team, the Personnel Ministry Team, the Stewardship Ministry Team, and the Bible Study Leadership Ministry Team.

A. The Leadership Discovery Ministry Team nominates and submits to the congregation for affirmation a list of proposed ministry team members, including the Leadership Discovery Ministry Team. The Staff Minister who is the liaison with each ministry team may offer suggestions to the Leadership Discovery Ministry Team. The Leadership Discovery Ministry Team determines the number of members needed on each ministry team not otherwise defined within these bylaws. The standing ministry team members will not serve for more than three consecutive years, or as many as four-and-a-half years if that person joined the ministry team to fulfill an incomplete term. No two people related by blood or marriage or from the same family will serve concurrently on the same ministry team, nor will any person serve on more than one ministry team at one time.

B. The Personnel Ministry Team defines and maintains - with the Senior Pastor and Staff Ministers' assistance - the church personnel policies. These policies are reviewed in the spring quarter of every church year. After consultation with the Senior Pastor, and by majority vote of the members of the Personnel Ministry Team, changes will be made to the personnel policies. Church members or Staff Ministers may submit suggestions for policy changes to the Personnel Ministry Team. A copy of the personnel policies is available for reference in the church office.

The Personnel Ministry Team must receive a yearly evaluation of the Staff Ministers from the Senior Pastor - and with his advice - recommend salary adjustments to the Stewardship Ministry Team if deemed appropriate. When deemed appropriate, the Personnel Ministry Team recommends salary adjustments for the Senior Pastor to the Stewardship Ministry Team. The Stewardship Ministry Team determines the budget allocation for the personnel budget.

C. The Stewardship Ministry Team - in consultation with the Staff Ministers and with input from other ministry teams - must prepare and submit to the church an annual budget for approval. The budget must project income as well as forecast operating expenses and capital expenditures.

D. The Bible Study Coordinators (Sunday School Superintendents) annually provide the Bible Study (Sunday School) organization and leadership requirements to the Bible Study Leadership Ministry Team at the end of May. The Bible Study Leadership Ministry Team

must determine the Bible Study leadership and teacher qualifications. The Bible Study Leadership Ministry Team - with the appropriate Staff Minister and Bible Study Coordinators - must annually nominate the necessary Bible Study leaders, including the coordinators, directors, and teachers at the summer Quarterly Business Meeting. A majority vote of the members present is sufficient to affirm the candidates nominated. All candidates must be church members.

## **ARTICLE 5 CHURCH ORDINANCES**

### **5.1 Baptism**

The church receives for baptism any person who receives Jesus Christ as Savior by personal faith, professing Him publicly at any worship service, and indicating a commitment to follow Christ as Lord.

- A. Baptism must be by immersion in water.
- B. The Senior Pastor, or whomever he authorizes, administers baptism.
- C. Baptism is administered as an act of worship during any worship service.

### **5.2 The Lord's Supper**

The church observes the Lord's Supper as often as it deems appropriate. The Senior Pastor or his designee and Deacons administer the Lord's Supper.

## **ARTICLE 6 MEETINGS**

### **6.1 Worship Services**

The church meets regularly for the worship of Almighty God.

### **6.2 Special Services**

Revivals, musical presentations, and any other church meetings for the advancement of the church's objectives are held as necessary.

### **6.3 Regular Business Meetings**

The Church holds regular-quarterly business meetings on a designated Wednesday night. The senior Pastor prepares an agenda for each regular-business meeting and publishes it at least three days before that meeting. This publication must be available so that all resident members have an opportunity to know the agenda and may be done by any reasonable means. Any member in

good standing may submit an item for the agenda by submitting that item in writing to the Senior Pastor's office at least seven days before the regular-business meeting. The Senior Pastor will place the submitted item on the agenda or refer it to the appropriate committee for further consideration.

#### **6.4 Special Business Meetings**

The Church may conduct called-business meetings to consider matters of special nature and significance. A seven-day advance notice must be given for the special-called-business meeting unless an urgency renders this notice unreasonable. The meeting notice must include the subject, date, time, and place. Notice must be given so that all resident members have an opportunity to know of the meeting and may be done by any reasonable means.

#### **6.5 Quorum**

A quorum consists of the members in attendance at a business meeting.

#### **6.6 Parliamentary Rules**

The provisions of "Robert's Rules of Order, Revised" are the authority for parliamentary procedure and govern the meetings, unless they conflict with these bylaws. When the provisions of "Robert's Rules of Order, Revised" conflict with these bylaws, the bylaws control.

### **ARTICLE 7 CHURCH FINANCES**

#### **7.1 Source**

This church is supported by the tithes and offerings of its members as directed by Scripture. It is understood that membership in this church involves financial obligation to support the church with regular-proportionate gifts. The church, by specific-majority vote, will buy, sell, convey, mortgage, pledge, lease, exchange, transfer, and otherwise dispose of all or any part of the church's real and personal property. The Administrator or Senior Pastor's designee- after consultation with the appropriate ministry team – may dispose of the church's personal property.

#### **7.2 Budget**

The Stewardship Ministry Team - in consultation with the church staff and with input from other ministry teams - must prepare and submit to the church an annual budget for approval. The budget must consist of projected income, operating expenses, and capital expenditures. The Stewardship Ministry Team - through the budget process – manages the finances of the church. Except for designated receipts, unbudgeted expenditures exceeding one-fourth-of-one percent of the total-annual-church budget require a prior, specific-majority vote of the congregation at a business meeting.

### **7.3 Fiscal Year**

The fiscal year is October 1 to September 30.

### **7.4 Ownership and Distribution of Property.**

(a) The Church shall hold, own, and enjoy its own personal and real property, without any right of reversion to another entity, except as provided in these Bylaws. The Executive Pastor or Senior Pastor's designee—after consultation with the appropriate ministry team— may dispose of the Church's personal property.

(b) “Dissolution” means the complete disbanding of the Church so that it no longer functions as a congregation or as a corporate entity. Upon the dissolution of the Church, its property shall be applied and distributed as follows: (1) all liabilities and obligations of the Church shall be paid and discharged, or adequate provision shall be made therefore; (2) assets held by the Church upon condition requiring return, transfer, or conveyance, which condition occurs by reason of the dissolution, shall be returned, transferred, or conveyed in accordance with such requirements; (3) assets received and not held upon a condition requiring return, transfer, or conveyance by reason of the dissolution, shall be transferred or conveyed to one or more domestic or foreign corporations, societies, or organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law), and are engaged in activities substantially similar to those of the Church; this distribution shall be done pursuant to a plan adopted by the Members of the Church; and (4) any assets not otherwise disposed of shall be disposed of by a court of competent jurisdiction of the county in which the principal office of the Church is then located, for such purposes and to such organizations as said court shall determine, provided such organizations are in agreement with the Church’s Statement of Faith and basic form of Government.

## **ARTICLE 8 AMENDMENTS**

To amend the preamble or bylaws, the amendment must be distributed in writing one regular-quarterly business meeting in advance of the regular-quarterly business meeting of its consideration. Amendments must be approved by a two-thirds vote of the members present. Adoption of these bylaws must be a two-thirds vote of members present at a meeting called for that purpose, as outlined in Article 6.

## CERTIFICATION

### 1. Date

These Amended Bylaws were adopted by Calvary Baptist Church by a unanimous vote of the members present at a Business Meeting called for this purpose on August 26, 2015, and later revised on December XX, 2018.

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Church Clerk

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Business Meeting Moderator