

Summary of Changes for the Proposed Briarcliff Baptist Bylaws

April 17, 2008

This document lists the changes that were made to the March 19th version of the proposed Bylaws based on congregational input up to March 30th. Due to the limited number of changes, all modifications are summarized below with new language underlined. The church-wide vote to adopt the proposed Bylaws is scheduled for April 23, 2008.

If you have any comments, please contact a member of the Constitution and Bylaws Committee: Eugenia Bullard, David Gunn, Ellen Rooney, Allyson Williams and Margaret Wilson.

ARTICLE I – MEMBERSHIP

1. (a) By public profession of their faith in Christ and New Testament Baptism, i.e. baptism by immersion.

2. (e) Only Church members in good standing may fill leadership and teaching positions, exceptions may be made for guest speakers and helpers in the Children’s department.

ARTICLE III – BOARD OF DIRECTORS

1. The business and affairs of the Church shall be managed by a Board of Directors comprised of the Leaders and Leaders-Elect of the Ministry and Operations Teams named in Article VI, Section 6 that assist in conducting Church business, the Chairperson and Chairperson Elect of the Deacon Body, the Church Clerk, and the Church Pastor. The Directors shall in all cases act as a Board. They may adopt such rules and regulations for the conduct of their meetings and may designate different committees to perform activities and make recommendations that support their duties and responsibilities as they deem proper, not inconsistent with these Bylaws and the laws of this State. The Board of Directors serves as a representative body to oversee the affairs of the Church and assure that the congregation has full participation in decisions that have significant impact on Church finances and operations. As a representative body, the Board serves as the eyes and ears of the congregation, continuously assesses ongoing Church activities, and determines those items of interest which should be brought to the congregation for consideration and action.

(Added a new paragraph after the original paragraph f so that the last paragraph is now q.)

2. (g) Direct the Finance Team to arrange for an annual, external review of the financial records of the Church. This review is to be conducted by qualified persons and purposed to (1) verify the reliability of reports, (2) to determine that Church assets are safeguarded, and (3) to assure that the Church is operating in compliance with applicable law and Church Policy. Such review shall be conducted by an external auditor at least every three years or as deemed necessary by the Board.

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(Changed from paragraph 1)

2. (m) Conduct an annual performance assessment of the Pastor in conjunction with the Personnel Team and report the findings to the church membership.

6. At any meeting of the Directors fifty-percent of the Board membership shall constitute a quorum for the transaction of business.

ARTICLE IV – OFFICERS

2. The President shall be elected by the Board of Directors from among the voting members of the Board and shall be the principal executive officer. No person shall hold the office of President for two consecutive years. He/she shall, when present, preside at all meetings of the Board of Directors and at all regular and specially called meetings of the Church congregation. He/she may sign, with the Treasurer or any other proper officer of the Board, any deeds, mortgages, bonds, contracts, or other instruments that the Church congregation has authorized to be executed on behalf of the Church.

ARTICLE VI – OTHER BODIES

1. The Pastor is the spiritual leader of the Church and is to perform pastoral responsibilities in worship, proclamation, and ministry;

1. (a) When the Pastor position becomes vacant, a Pastor Search Committee shall be selected by the Nominating Team and elected by the congregation to locate and recommend to the congregation a person to be voted on to fill such vacant position.

1. (b) (ii) The Pastor Search Committee shall invite the candidate to come and preach the morning and/or evening sermon on a mutually agreed date.

1. (b) (iii) The prospective Pastor's name and biographical sketch shall be presented by the search committee Chairperson at the Sunday morning service preceding the Sunday on which the candidate will preach. A copy of the full biographical sketch shall be made available upon request to any Church member.

3. (a) (i) Assist the Pastor and ministerial staff in guiding the congregation in worship, proclamation, and ministry.

6. (e) (i) (1) Develop and manage various means of welcoming visitors to our Church, including Sunday morning Visitors Welcome Center and Visitor Reception. Provide for volunteer staffing, literature, guidance and refreshments, as needed. Coordinate with Ushers and Greeters as needed.

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6. (f) (ii) The Worship Team shall consist of at least fourteen members: Leader, Leader-Elect, Children's Choir Director(s)*, Drama Coordinator*, Joyful Singers Choir Representative, Sanctuary Choir Representative, Audiovisual Coordinator*, Ushers and Greeters Coordinator*, Ordinance Coordinator*, Baptism Coordinator*, two at-large members, a Deacon representative (if needed), Organist, Minister of Music. (*Non-rotating specialist)

ARTICLE VI – OTHER BODIES

6. (h) (i) (1) Present nominations for Ministry and Operations Team positions in July of each year to enable orientation and training of leaders and workers.

(Added two new paragraphs after the original paragraph 3 so that the last paragraph is now 7.)

6. (h) (i) (4) Recruit and nominate Pastor and Minister Search Committees as needed.

(Added a new paragraph after the original paragraph 5 so that the last paragraph is now 7.)

6. (i) (6) (Provide input to the Board of Directors on the Pastor's annual performance evaluation.

ARTICLE VII – CHURCH MEETINGS

1. The regular meetings of the Church for public worship shall be on Sunday morning and as announced.

4. (a) (iii) Elect or terminate a Pastor or Associate Minister.

4. (b) With at least ten (10) days advance notice in the Church *Illuminator*, any three Church members may call a special conference to present matters of concern for approval or disapproval by the congregation. This meeting shall not conflict with scheduled church activities, especially Sunday morning worship. However, the Board of Directors and the Pastor must be informed of the substance of the meeting prior to a public notice in the Church *Illuminator*.

ARTICLE VIII – VOTING PROCEDURES

2. (Inserted this last sentence.)

When absentee ballots have been issued, no amendments from the floor shall be allowed.

4. (b) With at least ten (10) days advance notice in the Church *Illuminator*, any three Church members may call a special conference to present matters of concern for approval or disapproval by the congregation. This meeting shall not conflict with scheduled church activities, especially Sunday morning worship. However, the Board of Directors and the Pastor must be informed of the substance of the meeting prior to a public notice in the Church *Illuminator*.

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ARTICLE VIII – VOTING PROCEDURES

3. (Modified this last sentence)

Regular and absentee ballots are counted together and preferably in the same meeting room where the Church conference is held. After the Church Clerk certifies the vote count, all ballots and the Absentee Ballot Assignment List will held for at least 30 days then destroyed.

ARTICLE XII – PARLIAMENTARY PROCEDURE

In all matters of business, the deliberation shall be governed by the parliamentary rules as set forth in *Robert's Rules of Order* with the exception of absentee voting.
