

# NORTH BULLITT CHRISTIAN CHURCH BY-LAWS

## **BY-LAWS OF NORTH BULLITT CHRISTIAN CHURCH** **(Revised by congregational vote on August 25, 1985)**

### **ARTICLE I**

The North Bullitt Christian Church (NBCC) is an independent, autonomous, local congregation of New Testament Christians after the Divine pattern as set forth in the New Testament scriptures. At the time since September 14, 1975, at which time NBCC was organized, has it made any contribution, passed any law, enacted any motion, formed any alliance of fellowship that would make it any part of anything other than a local congregation of free men and women in Jesus Christ, interested in the spread of the gospel of the risen Christ throughout the world, for the redemption of men and women from the consequences of sin and evil.

### **ARTICLE II**

The purpose of NBCC shall be to conduct a church which is known among religious bodies as the Christian Church, and whose members are known as Christians only, and which church shall be congregational in form of government, and shall have no creed or articles of faith other than those contained in the New Testament, and in which church the New Testament ordinances of baptism and the Lord's supper shall be observed. Baptism will be by immersion alone.

### **ARTICLE III**

The invitation to membership in NBCC shall be extended to all, whosoever will believe with honesty and sincerity, that Jesus of Nazareth is the Christ, the Son of the Living God, and so confess this faith before men and may be subsequently immersed in water into the Name of the Father, Son, and Holy Spirit for the remission of sins, and/or by transfer of membership from another church, where said candidate for membership has been previously immersed in water, "into the Name of the Father, Son, and Holy Spirit, for remission of sins".

### **ARTICLE IV**

The NBCC shall look with fraternal favor upon the activities of all brethren in sister Christian Churches engaged in identical Christian activities as its own, but shall exist as a separate corporation, unattached to any, and beyond any control—real, or advisory, of any other church, congregation, fellowship, agency, organization, publishing house, college or seminary, missionary society, local, county, state, district, national or international convention, rally or organization, religious or otherwise, now existing or ever to be formed.

### **ARTICLE V**

The NBCC, as a New Testament congregation, shall be governed in all matters of faith and doctrine and Christian practice by the teaching of Christ and His apostles, as

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contained in the twenty-seven (27) New Testament books, which, with the thirty-nine (39) books of the Old Testament, NBCC holds to be the Divinely Inspired Word of God.

The NBCC, as a New Testament congregation, shall be governed in all matters of policy and procedure by the will of the congregation. The congregation vests in the Board of Elders and Deacons the privilege to set for it in all routine matters incidental to the usual church operation. However, the congregation retains the final voice in all matters of policy and procedure in the event of disagreement. The congregation retains the final voice on all matters regarding the purchase of real property, the sale of real property, and to encumber the real property of the church. The Chairman of the Board of Trustees, or in his absence, the Vice-Chairman, is designated to sign legal documents for the church as directed by the congregation.

**SECTION I** – The church fiscal year shall begin January 1 and run through December 31.

**SECTION II** – The following offices shall be filled by election:

- (A) Church Officers
  - a. Elders for a term of three years
  - b. Deacons for a term of one year
  - c. Trustees for a term of three years
- (B) Bible School Officers
  - a. Superintendent of Bible School for a term of one year
  - b. Assistant Superintendent for a term of one year
- (C) Elders and Deacons shall, after each three consecutive years as officers, be required to remain off the Board for one year before being eligible for election again.

**SECTION III** – Annual election of church officers and Bible School officers shall be held on the last Sunday of October at the close of the morning church service.

The Chairman of the Board will call the meeting to order and at this meeting there shall be selected, from the membership, one member to act as Judge of the election, two members to act as Tabulators and one member to act as Clerk.

The Tabulators and the Clerk shall proceed to tabulate the votes in the presence of the Judge. The list of successful candidates will be posted on the church bulletin board signed by the Judge, the two Tabulators, and the Clerk. The newly elected church officers and Bible School officers names will be posted on the bulletin board on the first Sunday of November. The list will remain there until after the newly elected church officers and Bible School officers take their respective offices on January 1 each year.

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**SECTION IV** – Only those candidates receiving a two-thirds majority of the votes cast shall be declared elected.

**SECTION V** – The newly elected church officers and Bible School officers will take office on January 1 of each year. In the event of vacancies due to death, resignation or removal of any church or Bible School officers, it shall be the duty of the Board of Elders and Deacons to select their successor to serve in the vacant office until the next regular annual election.

**SECTION VI** – All active members of NBCC are entitled to a ballot at the time and place of election. An active member is defined as being a member who has attended worship services of this congregation during the past six months.

**SECTION VII** – The election shall be by a printed ballot. The name of all nominees, and the respective officer which they seek, shall be submitted on the ballot, and the member is to indicate his or her choice by marking either “yes” or “no” opposite the candidate’s name.

### **ARTICLE VI – NOMINATING COMMITTEE**

**SECTION I** – The Chairman of the Board of Elders and Deacons will name three Elders and two Deacons and one member of the congregation at large, to serve as the Nominating Committee for both church and Bible School officers.

**SECTION II** – The names of the members of the Nominating Committee for church officers and Bible School officers will be announced the first Sunday in June each year and will remain posted through the day of election.

**SECTION III** – The Nominating Committee shall, after their appointment, meet to fulfill its duties and to interview, recommend and nominate members of the church for election to various offices. The Nominating Committee will post its selections for church officers and Bible School officers no later than the first Sunday in October.

**SECTION IV** – Should any member of the church desire to nominate someone whom the Nominating Committee did not name, he or she may do so by submitting the name to the Nominating Committee for church officers and Bible School officers in writing, no later than the second Sunday in October, for their consideration and investigation and such action as they deem for the best interest of the church.

**SECTION V** – No names will be considered for election which have not been posted on the bulletin board by the third Sunday in October for church officers and Bible School officers, so that the nomination of such persons may have full consideration of the church members.

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## ARTICLE VII

Officers elected by the Board of Elders and Deacons at a special meeting in December called by the Chairman of the Board, said meeting is to include newly elected Elders and Deacons.

- SECTION I –**
- (A) Board Chairman
  - (B) Board Vice-Chairman
  - (C) Board Secretary
  - (D) Assistant Board Secretary
  - (E) Church Treasurer
  - (F) Assistant Church Treasurer

**SECTION II – Duties**

- (A) Chairman of the Board of Elders and Deacons shall call to order and conduct all business meetings
- (B) The Vice-Chairman of the Board of Elders and Deacons will assume the duties of the Chairman in his absence.
- (C) The Secretary of the Board of Elders and Deacons will keep a record of the minutes of all regular and called business meetings of the Board and/or the congregation. He shall have submitted to him each month for record, a written financial report from the Treasurer, the Chairman of the Board of Trustees and from such committee chairmen as the Board feels necessary to the decent and orderly function of the church.
- (D) The Assistant Secretary will assume the duties of the Secretary in his absence.
- (E) It shall be the duty of the Church Treasurer to receive pledges and receive offerings from Tally Committee, record and deposit the money in the bank. He writes and sends out checks on the General Funds and enters in the annual DETAILED reports of receipts and expenditures to the Board. The Church Treasurer and Assistant Church Treasurer are to be covered by the burglary and armed robbery insurance, and a Fidelity Bond of \$5,000 each
- (F) The Assistant Church Treasurer shall assume the duties of the Church Treasurer in his absence.

## ARTICLE VIII – TALLY AND AUDITING COMMITTEE

The Chairman of the Board of Elders and Deacons shall appoint a Tally Committee of the church each month and this committee will consist of four members

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including the Church Treasurer. Their duties will be to count and tally receipts at each service. Tally sheets to be made in duplicate and distributed weekly in the following manner: original to the Church Treasurer, one copy to the Financial Secretary. After the tally is complete all the receipts are to be delivered to the Church Treasurer.

The Board of Elders and Deacons, at the January meeting of each year, shall appoint and Auditing Committee of the church and this committee will consist of three members and they will audit the records of the past year. They are to do the following:

- A. Verify all church assets.
- B. Reconcile bank and building and loan accounts.
- C. Check authority for withdrawals from bank and building & loan accounts.
- D. Compare year deposits with tally sheet total.
- E. Check and report on deeds, insurance and other contracts.
- F. File report with Board no later than March meeting.

### **ARTICLE IX**

**SECTION I** – Regular congregational meetings shall be held on a Sunday each quarter so that all members will be fully informed as to the activities of the church.

**SECTION II** – The Chairman of the Board of Elders and Deacons may call special congregational meetings at such times as deemed necessary.

**SECTION III** – Written notice of congregational meetings shall be announced at least two weeks in advance of each meeting.

**SECTION IV** – Special or emergency Board meetings may be called by the Chairman of the Board, or in his absence the Vice-Chairman. All members are to be duly notified sufficiently in advance to permit their attendance.

### **ARTICLE X - FINANCE COMMITTEE**

The Chairman of the Board, after his election, shall appoint members to be known as the Finance Committee, whose duties shall be to prepare a budget covering all church activities.

All non-recurring expenses in excess of \$200 shall be submitted in writing to the Finance Committee at least a week before the Board meeting at which time action is to be considered.

The congregation shall act upon all non-recurring expenses in excess of \$1,000 and all new salaries and salary increases.

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Regular meetings should be held to evaluate the financial stewardship of the congregation and to consider past and future expenditures with regards to present financial conditions of the congregation.

### **ARTICLE XI – BOARD OF TRUSTEES**

It shall be the duties of the Board of Trustees to hold all building and invested funds and they shall invest and reinvest all funds in their hands and no part of said funds shall be spent by the Board of Trustees unless authorized by the Board of Elders and Deacons.

At the close of each month, after all current obligations have been met any amount in excess of \$500 in the general fund shall be transferred to the Trustee account, except when by a vote of the Board, a larger amount is retained for a special purpose.

It shall also be the duty of the Board of Trustees to make the necessary repairs to the building or the property of the church in excess of \$1,000. The Trustees shall receive bids for the work to be done. The same shall be submitted to the Board of Elders and Deacons and to the congregation for final action before the Trustees shall be permitted to expend any of the funds in their hands.

Funds may be withdrawn from the Trustees account only upon the signature of both the Secretary of the Board of Trustees and the Church Treasurer responsible for such funds or investments. The Chairman of Trustees shall report at each regular Board meeting details of such funds.

### **ARTICLE XII**

**SECTION I** – In the event a vacancy occurs in the Ministry of this church, the Board of Elders will canvass the field of available New Testament Gospel preachers and will recommend their choice for acceptance and approval of the Board of Elders and Deacons. Three-fourths (3/4) majority affirmative vote by the total Board of Elders and Deacons will be required for presentation to the congregation for election. Election of minister by the congregation of the church will be by a three-fourths (3/4) majority affirmative vote at a meeting of the congregation regularly called in accordance with the rules as set forth in Article IX.

**SECTION II** – Removal of the minister of this congregation for a cause shall be by the recommendation of the Board of Elders and Deacons by a three-fourths (3/4) majority affirmative vote by the total Board of Elders and Deacons and a ratification of the congregation by a majority vote in a meeting called according to the provisions of Article IX. In the event of the dismissal of the minister, a sixty (60) day notice will be given.

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**SECTION III** – In the event a vacancy occurs in one of the salaried positions of this church (other than the minister) or a new position is created, the Chairman of the Board shall appoint a three (3) man committee to work with the minister to fill the vacancy.

The applicant shall be approved by a majority vote of the Board of Elders and Deacons.

**SECTION IV** – All marriages performed at the site of NBCC shall be done only with the approval of the Board of Elders of NBCC.

### **ARTICLE XIII**

**SECTION I** – The NBCC believes that Christian Education is a vital necessity in the obedience it renders to the Great Commission of Jesus Christ. To that end, a Bible School has been set up and is operated by the church. This Bible School is not separate or independent of the control and oversight and direction of the New Testament officers of the church. To assist in the complete integration of the Bible School into the evangelistic program of the church, all of the affairs of the Bible School shall perpetually come under the control and supervision of the Elders of the church. The curriculum of the Bible School shall be centered about one chief textbook, the Holy Bible. All supplementary materials used in any of the classes now in operation, or ever to be formed shall be true to the Bible, Christ centered in their emphasis, and has the prior approval of the Elders of the church.

**SECTION II** – All teachers, substitute and assistant teachers, of all classes now in operation, or ever to be formed shall be only those who are unanimously approved by the Elders and the minister of NBCC and appointed to their duties by a committee from the Board of Elders themselves from time to time. No person may be appointed as a teacher unless he or she holds membership in this congregation. While it is the intent of the NBCC to accord to the Adult Bible Classes every consideration that lends encouragement to the exercise of democracy in the conduct of the internal promotional affairs of the class, it shall be perpetual, unchangeable rule of the NBCC that all prospective teachers, curriculum, and materials must have had prior acceptance and approval of the Board of Elders.

**SECTION III** – The Board of Elders shall have the sole power to remove from the faculty of the Bible School, any teacher of any class, now existing or ever to be formed, when in their judgment such action is necessary to the best interest of the church and/or Bible School.

**SECTION IV** – The Elders and the minister of NBCC must unanimously approve all youth group sponsors, and the Elders shall have the power to remove sponsors from their

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duties if such action is necessary to the best interest of the church, and all curriculum and materials must have the prior approval and acceptance of the Elders.

The Elders must unanimously approve the director and all teachers of Vacation Bible School, and all curriculum and materials must have the prior approval of the Elders.

### **ARTICLE XIV**

Any proposed amendments to the Rules and By-Laws of the NBCC must be presented in writing to the Chairman of the Board of Elders and Deacons who will present the proposed amendment to the Board. The Board of Elders and Deacons will make recommendations to the congregation for the acceptance or rejection of the proposed amendments. Three-fourths (3/4) majority affirmative vote by the total Board of Elders and Deacons will be necessary in order that the proposed amendment and recommendation may be presented to the congregation. Proposed amendment will be posted on the bulletin board for a period of two weeks prior to the congregational meeting duly called in accordance with Article IX. Three-fourths (3/4) majority affirmative vote by printed ballot by the congregation shall be necessary to adopt any amendments to the Rules and By-Laws of the NBCC. Except that Article I through IV shall not be amended except by a unanimous (100%) vote of the enrollment membership at a duly called special congregational meeting, at which the votes shall be by secret ballot.

### **ARTICLE XV**

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

Should any section or article be held invalid, it shall in no wise affect 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 NBCC of Shepherdsville, Kentucky, in meeting assembled.

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(First Printing, October 10, 1985)

## Core Values of North Bullitt Christian Church Adopted 9/09

1. Biblically Rooted
2. Discipleship Focused
3. Outreach Oriented
4. Culturally Sensitive
5. Servant Minded
6. Spiritually Transforming