

# CONSTITUTION AND BYLAWS

## Constitution and Bylaws of Messiah Baptist Church of Grand Rapids

### Preamble

This Constitution and Bylaws are made to:

1. Define, preserve and secure the principles of our faith.
2. Define, and preserve the parameters of church membership.
3. Ensure freedom of action of independence from any religious body or organization.
4. Provide for orderly conduct in the governing of this church and its members.

#### I. Name

The name of this church shall be Messiah Baptist Church of Grand Rapids. Operating independently, it shall be religiously affiliated with the National Baptist Convention Incorporated, Wolverine State Baptist District Association, and Chain Lake Missionary Baptist District Association.

#### II. Business Address

The address of the principle office of this church shall be: 513 Henry Ave SE, Grand Rapids MI 49503

#### III. Purpose

The purposes of Messiah Baptist Church of Grand Rapids are:

1. To serve God in fulfilling the Great Commission of Jesus Christ as set forth in Matthew 28:19-20; to include the proper preaching and teaching of Old and New Testament scriptures, evangelism, and the continual gathering of believers.
2. To minister to the needs of the members and others as set forth in context of the protestant canonization of the Holy Bible.
3. To do those things, within the context of the Holy Bible and under the Divine guidance of the Holy Spirit, necessary in carrying out of the object and purpose herein above set forth.

#### IV. Articles of Faith

##### 1. The Scriptures

We believe that the Holy Bible was written by men divinely inspired, and is a perfect treasure of heavenly instruction; that it has God for its author, salvation for its end, and truth without any mixture of error for its matter; that it reveals the principles by which God will judge us, and therefore is, and shall remain to the end of the world, the true center of Christian union, and the supreme standard by which all human conduct, creeds, and opinions shall be tried. We also believe and use as our canonized bible the Sixty-Six books as established by the Protestant church – 39 Old Testament, and 27 New Testament.

##### 2. The True God

We believe the Scriptures teach that there is one, and only one, living and true God, an infinite, intelligent Spirit, whose name is Jehovah, the Maker and Supreme Ruler of heaven and earth; inexpressibly glorious in holiness, and worthy of all possible honor confidence and love; that in the unity of the Godhead there are three persons, the Father, the Son, and the Holy Ghost; equal in every divine perfection, and executing distinct but harmonious offices in the great work of redemption.

##### 3. The Fall of Man

We believe the Scriptures teach that Man was created in holiness, under the law of his Maker; but by voluntary transgressions fell from that holy and happy state; in consequence of which all mankind born after the seed of Adam are now sinners by inheritance, not by constraint but choice; being by nature utterly unable to meet a standard of righteousness as required by the law of God, positively inclined to evil; and therefore under just condemnation to eternal ruin, without defense or excuse.

##### 4. The Way of Salvation

We believe that the Scriptures teach that the salvation of sinners is wholly of grace; through the mediatorial offices of the Son of God; who by the appointment of the Father, freely took upon him our nature, yet without sin; honored the divine law by his personal obedience, and by his death made a full atonement for the sins of those who accept Him as the Messianic Savior; that having risen from the dead, he is now enthroned in heaven; and uniting in his wonderful person the tenderest sympathies with divine perfections, he is in every way qualified to be a suitable, a compassionate, and an all-sufficient Savior.

##### 5. Justification

We believe the Scriptures teach that the great Gospel blessing which Christ secures to such as believe in him is justification; that justification includes the pardon of sin, and the promise of eternal life on principles of righteousness; that it is bestowed, not in consideration of any works of righteousness which we have done, but solely through faith in the Redeemer's blood; by virtue of which faith his perfect righteousness is freely imputed to us of God; that it brings us into a state of most blessed peace and favor with God, and secures every other blessing needful for time and eternity.

##### 6. The Freeness of Salvation

We believe that the Scriptures teach that the blessings of salvation are made free to all by the Gospel; that it is the immediate duty of all to accept them by cordial, penitent and obedient faith; and that nothing prevents the salvation of the greatest sinner on earth, but his own determined depravity and voluntary rejection of the Gospel; which rejection involves him in an aggravated condemnation.

7. Regeneration

We believe that the Scriptures teach that to be saved is for sinners to be regenerated, or born again; that regeneration consists in giving a holy disposition to the mind that it is effected in a manner above our comprehension by the power of the Holy Spirit in connection with divine truth, which leads to our voluntary obedience to the Word of God and made evident with the fruit of the Spirit.

8. Repentance and Faith

We believe the Scriptures teach that repentance and faith are sacred duties, and also inseparable graces, wrought in our souls by the regenerating Spirit of God; whereby being deeply convinced of our guilt, danger and helplessness and of the way of salvation by Christ, we turn to God with unfeigned contrition, confession, and supplication for mercy; at the same time heartily receiving the Lord Jesus Christ as our prophet, priest and king, and relying on Him alone as the only and all-sufficient Savior.

9. God's Purpose and Grace

We believe the Scriptures teach that election is the eternal purpose of God, according to which he graciously regenerates, sanctifies and saves sinners who confess Christ as Savior; that it is a most glorious display of God's sovereign goodness, being infinitely free, wise, holy and unchangeable; that it may be ascertained by its effects in all who truly believe the Gospel; that it is the foundation of Christian assurance.

10. Sanctification

We believe the Scriptures teach that sanctification is the process by which, according to the will of God, we are being conformed to the image of God; that it is a progressive work; that it is begun in regeneration; and that it is carried on in the hearts of believers by the presence and power of the Holy Spirit, the Sealer and Comforter, in the continual application of the Word of God, self-examination, self-denial, watchfulness, and prayer.

11. Preservation of the Saints

We believe the Scriptures teach that true believers are preserved and endure to the end of all things; that their persevering attachment to Christ is the grand mark which distinguishes them from superficial professors; that a special Providence watches over their welfare; and they are preserved by the power of God through faith unto salvation.

12. The Law and the Gospel

We believe the Scriptures teach that the Old Testament Law of God as found in the Pentateuch is the eternal and unchangeable rule of God's government; that it is holy, just and good; and that the inability which the Scriptures ascribe to fallen men to fulfill its precepts arise entirely from the inherited Adamic sin nature. To deliver them from and restore them to pure righteousness in the sight of God as it pertains to the Law of God is the great end of the Gospel; the means of grace connected with the Gospel is the fulfillment of the Law of God.

13. A Gospel Church

We believe the Scriptures teach that a visible church of Christ is a congregation of baptized believers, associated by covenant in the faith and fellowship of the Gospel; observing the ordinances of Christ; governed by his Word; and exercising the gifts, rights, and privileges invested in them by His Word; that its only scriptural officers are pastors, and deacons whose qualifications and duties are defined in the Epistles to Timothy and Titus.

14. Baptism and the Lord's Supper

We believe the Scriptures teach that Christian baptism is the immersion in water of a believer, in the name of the Father, the Son, and the Holy Spirit; to show forth in a solemn and beautiful emblem of our faith in the crucified, buried, and risen Savior; to symbolize our death to the sin nature and resurrection to a new life; that it is prerequisite to the privileges of a church relation and to the Lord's Supper, in which the members of the church by the sacred use of bread and wine are to commemorate together the dying love of Christ, preceded always by solemn self-examination.

15. The Lord's Day

We believe the Scriptures give evidence of early Christians gathering on the first day of the week. In honor of the resurrection of Christ, who was raised from the grave on the first day of the week, we use this day for religious purposes and devout observance of all the means of grace, both private and public.

16. Civil Government

We believe the Scriptures teach that civil government is of divine appointment, for the interest and good order of human society; and that magistrates are to be prayed for, conscientiously honored and obeyed; except only in things opposed to the will of our Lord Jesus Christ, who is the only Lord of the conscience, and the Prince of the Kings of the earth.

17. Righteousness and Wicked

We believe the Scriptures teach that there is a radical and essential difference between the righteous and the wicked; that only through faith are the righteous truly justified in the name of the Lord Jesus, and sanctified by the Spirit of our God; while all such that continue in impenitence and unbelief are in his sight wicked, and under the curse; and this distinction holds among all both in and after death.

18. The World to Come

We believe the Scriptures teach that the end of the world is approaching; that at the last day Christ will descend from heaven; that a solemn separation will then take place; that the wicked will be adjudged to endless punishment, and the righteous to endless joy; and that this judgment will fix forever the final state of men in heaven or hell, on principles of righteousness.

- V. Ecclesiastic Government  
The government of Messiah Baptist Church of Grand Rapids is vested in its membership. The membership retains unto itself the right of exclusive self-government in all phases of its life and organization. It recognizes the needs for God's directive, Biblical instruction, counsel, and cooperation, which are common among Baptist churches. This church will cooperate with and mutually work with the National Baptist Convention USA Incorporated, the Wolverine State Baptist District Association, Chain Lake Missionary Baptist Association, and other entities as deemed necessary by the church for assistance.
- VI. Non-profit status and Liquidation  
This church is not organized as a for-profit entity. In the event of liquidation or dissolution of the church, all of its assets and property of every nature shall be transferred at the direction of the church, with the Joint Executive Team overseeing the completion of transactions in a manner consistent with such said direction of the church at a special business meeting designed for such dissolution.
- VII. Amendment  
This Constitution and Bylaws may be amended provided the proposed amendment shall have been presented in writing at a regular church business meeting and then circulated to the membership. Amendments to this Constitution and Bylaws shall be two-thirds vote of the membership who are qualified to vote and are present in a business meeting that meets quorum to discuss and vote on specific issue(s).

## BY-LAWS

- I. Membership
- A. Qualifications - Membership of Messiah Baptist Church of Grand Rapids shall consist of people that have made a profession of faith in Jesus Christ as their Lord and Savior, and who, having been scripturally baptized by immersion, and are in agreement with the Articles of Faith and are willing to be governed by the Constitution and Bylaws of the church.
- B. Reception - Membership in Messiah Baptist Church of Grand Rapids may be attained in one of the following manners:
- a. By baptism, i.e., immersion in water after profession of faith in Jesus Christ as their personal Lord and Savior.
  - b. By transfer of church letter received and accepted from another Baptist church
  - c. By a statement of faith of their prior experience of conversion and scriptural baptism by immersion at another Baptist church, i.e., Christian experience
  - d. By restoration to church membership roster after having been dropped

- C. Members will be given an official church document verifying membership
- D. Termination - Membership in this church shall be terminated when a member:
  - a. Requests a letter of transfer to join another Baptist church
  - b. Is dropped from the roll of membership when he or she joins another kind of church. A letter of transfer is not necessary in this case
  - c. Upon death
  - d. Is dismissed by a vote of the church due to reasons and circumstances of church discipline. The pastor and deacons will do all they can to counsel the member for restoration prior to action of dismissal or a request of the member to be dismissed from the church membership
  - e. Has neglected the following requirements of fellowship for a period of 6 months or more:
    - i. active attendance in scheduled gatherings
    - ii. the Lord's supper
    - iii. recorded tithes and offering
  - f. Before membership termination, a member will be notified by an official church document.
- E. Orientation of New Members - New members must attend the Church Membership Class to learn and understand the privileges and responsibilities of members to God and the church, and to be introduced to the Articles of Faith, Constitution and Bylaws of the church. It shall be the duty of church members to uphold the Articles of Faith, Constitution and Bylaws, and Covenant of the Church
- F. Member in Good Standing – Members in good standing shall have the right to a voice and vote in all church transactions and shall have the rights and privileges to full participation in the life and work of the church. A member in good standing at Messiah Baptist Church of Grand Rapids is evidenced through the following:
  - a. Consistent attendance in regular and special meetings of the church – to include Worship Services, Bible Study, and Sunday School
  - b. Financial consistency through tithes and offerings
  - c. In agreement with and invested in the work of the church through time and talent
  - d. Evidenced work in alignment with the overall mission and vision of the church as outlined through its leadership
- G. Members in Good Standing are entitled to one vote per motion. Voting by proxy is prohibited.
- H. Every active member shall have the right to participate in the following matters:
  - a. The annual budget of the Church
  - b. The disposition of all or substantially all of the assets of the Church
  - c. The merger or dissolution of the Church
  - d. Acquisition and/or dissolving of property
  - e. Amendments to the Articles of Incorporation or Bylaws of the Church.

- II. Statement of Religious Belief Regarding Marriage, Gender, and Human Sexuality
  - A. Marriage is a biblical institution established by God as described by scripture. Our belief is that a biblical marriage can only occur between one man and one woman.
  - B. The uniting of one man and one woman in covenant commitment for a lifetime is the marriage Messiah Baptist Church of Grand Rapids recognizes.
  - C. Furthermore, this church, its pastor, staff, and members will **not** participate in same-sex unions or same-sex marriages, nor shall its property or resources be used for such purposes.
  
- III. Funeral Guidelines
  - A. Deceased Member with active Membership Status
    - i. An active member is one who has maintained regular attendance in worship, Sunday School and Bible Class since joining
    - ii. Or someone who is identified in a current convalescent status
  - B. Non-Member Who is a Close Family Member of an Active Member
    - i. One who has accepted Christ and is a close family member of an Active Member
    - ii. Close Family Member: spouse, child, parent, or sibling
  - C. Non-Member who has no attachment to Messiah
    - i. It is our position that we will not have a non-member/non-member relation funeral at Messiah
    - ii. The Senior Pastor reserves the right to permit a non-member funeral in cases of extreme necessity
  
- IV. Church Officers – All church officers must be members in good standing and are to operate in a manner that display Godly guidance, Biblical direction, and cohesion with the church.
  - A. The Pastor – Overseer of the church operations
    - i. The qualifications for pastor shall be consistent with those listed in 1 Timothy 3:1-7. His training, skills, and experiences are needed in this area of leadership, and must be evidenced through certification, ordination, and practice of God’s call.
    - ii. Responsibilities
      - 1. These generally fall into the following areas: Preaching, teaching, pastoral counseling, administration, planning, and guiding the church to grow and fulfill its biblical purpose(s).
      - 2. The Pastor shall lead the church, the organizations, and all leaders of the church in performing their tasks in worship, proclamation, education, and evangelism in alignment with scriptures.
      - 3. The Pastor shall be the ex officio chairperson of all church standing committees, except the Pastor's Selection Committee.

4. The Senior Pastor will serve as the President of the Corporation and will be the moderator of the Church. He will lead the staff and have the responsibility to hire and dismiss staff as needed.
5. The Pastor shall assist the church in securing pulpit stability for times of his absence.
6. The church moderator shall be the Pastor, or a lay leader appointed by the Pastor to this position
  - a. The moderator shall preside at all regular and called business meetings of the church
  - b. In the absence of the moderator, the chairman of deacons shall preside over the regular and called business meetings of the church
  - c. In the absence of the moderator and the chairman of deacons, the church clerk shall call the church to order and an acting moderator will be elected

iii. The Selection of Pastor

1. A Pastor shall be chosen and called whenever a vacancy occurs. Guidance of pastor selection will be prayerful, and with counsel from active moderators within the National Baptist Convention USA Incorporated, Wolverine State Baptist District Association, and Chain Lake Missionary Baptist District Association.
2. A Pastor's Selection Committee shall be appointed by the church to seek out a suitable pastor and this committee's recommendation will serve as a nomination.
3. The Pastor's Selection Committee will recommend only one candidate at a time, and a pastor's election shall take place at a meeting called for that purpose, of which at least two weeks-notice shall be given to the members. An affirmative quorum vote of three-fourths (3/4) of those present is necessary for a choice.

iv. Terms of Service

1. The chosen pastor shall serve until the relationship is terminated by either his request or that of the church. In either case, at least sixty (60) days' notice shall be given unless otherwise mutually agreed.
2. Compensation terms shall be approved by the church, as recommended by Joint Executive Team.



- B. Deacons – Immediate assistants to the Pastor in carrying out the church operations as outlined by the Holy Bible
- i. Deacons shall be elected for a term of service as approved and deemed necessary by the church. The service of deacon for Messiah Baptist Church of Grands Rapids is subject to the parameters as set forth by the Pastor and the church. Prior to consideration and selection, they must be members in good standing.
  - ii. A church deacon shall characterize the qualifications listed in 1 Timothy 3:8-13, demonstrate an exemplary Christian testimony in private, family, and public life, and be a committed Christian leader and partner of the pastor; supporter and promoter of the church faith, practice, programs, and ministries.
  - iii. The Pastor will enlist active individuals in good standing to be recommended to the church. The duties, qualifications, and importance of the office of a deacon will be interpreted to the candidates and they will be reviewed with the church before approval for serving as a deacon.
  - iv. Ordination
    1. Selection, election, and ordination of deacons is a privilege of the local church.
    2. When ordination of deacons is planned the pastor shall assemble a council to examine the candidates concerning their fit to serve as deacons.
    3. The council will be directed to examine the deacons and shall be composed of the pastor and invited ordained pastors.
    4. When the council recommends the ordination of deacons, the ordination service shall be scheduled as led by the pastor.
  - v. Duties
    1. Elected deacons shall elect the chairman of their committee, and the chairman shall serve for a period as deemed acceptable by the Pastor, the church, and the deacons.
      - a. Terms of service are subject to the vote of the elected deacons
      - b. These terms are subject to the approval of the Pastor and the church.
    2. Deacons shall assist the pastor in administering the church ordinances
    3. Deacons serve as a committee of counsel to assist the pastor concerning the progress and welfare of the church
    4. Deacons shall assist the pastor in ministering to the church as assigned mediators

5. Deacons shall assist the pastor in areas of conflict resolution as assigned by the pastor
6. In the absence of the pastor, the chairman of the Deacons Committee shall serve as an advisory member to all organizations, departments, and committees of the church
7. Deacons shall be responsible for handling benevolence

V. Professional Staff - Assigned to professionally assist the church officers. Messiah Baptist Church of Grand Rapids shall employ or call staff as it shall need upon recommendation of the church officers, to be approved by the church. In lieu of minimal biblical details, a detailed job description and mutual contract/agreement will be documented in the Operations/Personnel Manual for Messiah Baptist Church of Grand Rapids and shall be approved by the church. All professional staff members are directly accountable and responsible to the Pastor and the church, or to those appointed by the Pastor and the church.

A. Church Clerk

- i. The church clerk must be a member in good standing at Messiah Baptist Church of Grand Rapids
- ii. The church clerk shall be elected and be responsible for keeping an accurate record of all business minutes and voted upon transactions of the church. The clerk shall be responsible for keeping the current issue of Roberts Rules of Order (latest edition)
- iii. The Church Clerk will serve as the Secretary of the Corporation.
- iv. The church clerk shall keep a register of the names and addresses of the church members, with dates of admission, dismissal, dedication of children, and deaths of members of the church family.
- v. The church clerk shall issue letters of dismissal voted by the church and write letters of transfer of membership, prepare written reports of the church, and keep an accurate history of the church.
- vi. An assistant church clerk may be elected, or the clerk's assistant responsibilities shall be delegated to the church's administrative assistant.

B. Joint Executive Team

- i. Members of the Joint Executive Team must be members in good standing at Messiah Baptist Church of Grand Rapids
- ii. The Joint Executive Team shall be comprised of the Pastor, the Pastor's Executive Team (Executive Assistant Team or EAT), Deacons, and the Accounting Team.
- iii. The Joint Executive Team shall serve with the Pastor as a Church Counsel to recommend to the church objectives and goals, and serve as representatives for the church's voice
  1. review the coordinated program plans recommended by the pastor, church officers, organizations, and committees

2. to recommend to the church proposed leadership, calendar time, and other resources according to program priorities
  3. to evaluate program achievements in terms of church goals and objectives.
- iv. The Joint Executive Team shall **not** operate independently of the church in decision making or practice, but to assist in recommending and carrying out the approved orders of the church
  - v. All matters agreed on by the Joint Executive Team calling for action not already provided for by church approval shall be referred to the church for approval

### C. Accounting Team

- i. Members of the Accounting Team shall be members in good standing at Messiah Baptist Church of Grand Rapids
- ii. The Accounting Team of Messiah Baptist Church of Grand Rapids shall be comprised of three divisions – Trustee Division, Financial Division, and the Treasurer Division

#### 1. Trustee Division

- a. It shall be the function of the trustees to sign any, and all legal documents involving the sale, mortgage, purchase, or lease of church property or any other legal documents requiring the signature of a trustee for and in behalf of the church.
- b. They shall function to observe and make recommendations for the upkeep and development with regards to the physical properties of Messiah Baptist Church of Grand Rapids.
- c. The trustees shall not purchase, sell, mortgage, lease, or transfer any property of the church without a specific vote of the church authorization
- d. The trustees shall function within the parameters as appointed by the Pastor and the church.

#### 2. Financial Division

- a. Financial secretary/secretaries shall be chosen and be responsible for seeing that the offerings are properly received, counted, recorded, and deposited in the church's bank account.
- b. Financial secretary/secretaries shall be responsible for coordinating weekly, monthly, and annual records for dissemination
- c. Financial secretary/secretaries shall properly credit each contributor and their offerings

- d. Financial secretary/secretaries shall be responsible for preparing and/or giving (annually or upon member request) records of contribution to the member(s)

### 3. Treasurer Division

- a. The church treasurers shall be elected as the custodians of all moneys of the church, the disbursing of expenditures, the signing of checks and requisition authorizations, and the church accounting as authorized by the church
- b. Treasurers shall keep, at all times, an itemized account of all receipts and disbursements and shall ensure the rendering of written reports as required by the Pastor, the church, and Joint Executive Team
- c. Treasurers shall oversee the safety, reliability, validity, and accuracy of the financial secretary/secretaries' transactions
- d. Treasurer ensures the accuracy of allotted expenditure within the church's budget
- e. Treasurer ensures the monthly reconciling of accounts for the church

### D. Vacancies

- i. In case of vacancy in any office, except that of the pastor, the vacancy shall be filled by the church at a regular or special meeting as soon as possible after such vacancy has occurred.
- ii. The parameters of filled vacancies shall be at the direction of the Pastor and the church.

VI. Church Ministries – Those serving in ministries must be members of Messiah Baptist Church of Grand Rapids. In lieu of minimal biblical details, ministry descriptions shall be documented in the church ministries manual and shall be approved by the church. All ministries are directly accountable and responsible to the Pastor and the church, or to those appointed by the Pastor and the church.

- A. Ministries and members must be in cohesion with the mission and vision of Messiah Baptist Church of Grand Rapids, the Pastor, and the church.
- B. Ministries must have a minimum of (7) members, to include a chairperson and (3) committee members – vice-president, secretary, and treasurer.
- C. Chairperson and committee member terms shall be limited to not more than (2) years in their respective positions.
- D. Any member selected to fill a vacancy may serve the unexpired term of the position vacated upon the appointment of the Pastor and approval of the members within the ministry.

- E. Ministries in their entirety, and/or individual members within ministries may be maintained, reassigned or terminated from ministerial service if deemed necessary by the Pastor and the church for the sake of advancing the church.
- VII. Church Committees – All church committees shall be recommended by the Pastor and elected by the church. These special committees are designed to carry out assignments as deemed necessary by the Pastor and the church. In lieu of minimal biblical details, ministry descriptions are documented in the church ministries manual and shall be approved by the church. All ministries are directly accountable and responsible to the Pastor and the church, or to those appointed by the Pastor and the church.
- A. Ministries and members must be in cohesion with the mission and vision of Messiah Baptist Church of Grand Rapids, the Pastor, and the church.
  - B. There shall be a minimum of three (3) committee members with a chairperson.
  - C. Ministries in their entirety, and/or individual members within ministries may be maintained, reassigned or terminated from ministerial service if deemed necessary by the Pastor and the membership for the sake of advancing the church.
- VIII. Church Meetings
- A. Worship Services
    - i. The church shall meet regularly each Sunday for the worship of God, for preaching, instruction, evangelism.
    - ii. The church shall meet regularly each Wednesday for prayer and Bible study.
    - iii. These meetings will be open for the entire membership of the church and for all people seeking the principles of God as taught in accordance with the beliefs of Messiah Baptist Church of Grand Rapids.
    - iv. Worship services shall be conducted under the direction of the pastor or designated church officer in the absence of the pastor.
  - B. Business Meetings
    - i. Annual overview meetings shall occur on the third Wednesday of the month of December to plan in accordance with Messiah Baptist Church of Grand Rapids' fiscal calendar.
      - 1. Fiscal year will begin of January 1<sup>st</sup> of each year
      - 2. Fiscal year will end on December 31<sup>st</sup> of each year
    - ii. Meetings shall be conducted by the church's Moderator (the Pastor or a lay leader appointed by the Pastor to this position)
    - iii. The agenda shall be circulated or made known to the church one week prior to the business meeting

- iv. Should there be any unusual meeting or matter of unusual interest to be brought before such regular meeting, notice shall be given to the church one week prior to that meeting.
- v. In addition to the annual business, quarterly updates shall be provided to the church

C. Special Business Meetings

- i. A special called business meeting may be called by the pastor, or by action of the church to consider special matters of significant nature.
- ii. A one-week written notice or announcement must be given for the especially called business meeting with agenda specifics.

D. Quorum – The quorum consists of those who attend the business meeting, provided it is a stated meeting that has been properly called.

E. Parliamentary Rules – *Robert's Rules of Order* (current revised edition) is adopted as the authority for parliamentary rules of procedure for all business meetings of the church and for all other meetings that demand voting of the church members, including committee meetings.

- IX. Messiah Baptist Church of Grand Rapids will maintain the following records and reports:
- A. Adequate and correct books and records of accounts (financial records)
  - B. Minutes of the proceedings of its members and council.
  - C. A record of its members, giving their names and addresses.
  - D. Contribution statements for church members
  - E. Reports of annual review of all church financial books, records, and proceedings.

X. Corporate Responsibility

- a. The property of this corporation is irrevocably dedicated to religious purposes
- b. No part of the net income or assets of this organization shall ever inure to the benefit of a Director, officer or member of the corporation, or to the benefit of any private individual without the consent of the church.

XI. New Bylaws may be adopted, and/or these Bylaws may be amended or repealed by the affirmative vote of a two-thirds majority of the votes represented at a duly held meeting of the church.

I, the undersigned, certify that I am the acting secretary of Messiah Baptist Church of Grand , a Nonprofit Religious Corporation and the above Bylaws, consisting of \_\_\_\_\_ pages, are the Bylaws of this Corporation as adopted \_\_\_\_\_, 20\_\_\_\_