

The Motion

The motion from Constitution and Bylaws Committee is for these changes to take effect in September 2011 if the Church approves the proposals. All committees will function until September of 2011. The selection process would begin with the February deacon's meeting when they appoint a Ministry Team Selection Committee. Both the Ministry Team Selection Committee and the **Servant Leaders** Selection Committee will begin their terms in 2011 so the church can transition to the proposed structure in September of 2011.

THE FINAL PRODUCT WOULD READ AS FOLLOWS ...

Section 2 (under Church Meetings section) Regular Business Session

Regular business sessions shall be held quarterly during the months of September, December, March, and June. Should there be any unusual business or matter of unusual interest to be brought before the regular quarterly session, notice shall be given to the membership through normal publications, media, and/or announcements one week prior to the session.

V. Ministry Teams

The members of the Ministry Teams of the First Baptist Church shall be responsible for various areas of the church life and shall assume their duties on September 1 (except as noted) for a term of three (3) years (except as noted). Leaders of the teams shall be named by the Ministry Teams Selection Committee. Any team may bring to the church recommendations concerning its area of service. Since the pastor is a member of the Church Council and an ex-officio member of every other team, he shall be informed as to the nature of all recommendations before they are presented to the church. All team members, all church officers, and all officers in organizations related to First Baptist Church shall have been members in full standing of the First Baptist Church of Summit, Mississippi for at least one (1) year.

Section 1 Church Council

a. Personnel: To consist of the Pastor, Church Administrator, Chairman of Deacons, Men's Ministry Coordinator, and Women's Ministry Coordinator with the Pastor serving as Chairman.

b. Duties: To coordinate the work of the various organizations, preparing a calendar of activities for the work of the church for distribution to the membership; to project goals and means of achieving the purposes of the church, i.e., to have effective worship; to win the lost, to teach the disciples, and to minister to the needy; and to evaluate the results of the church program.

Section 2 Ministry Teams Selection Committee

a. Personnel: To consist of two active deacons and one wife of an active deacon and two members to be selected by the active deacons during their February session. There shall be no husband and wife combination or ministers' wives on the Committee on Ministry Teams. (Active deacons shall mean deacons in active service at the time of election to this team.)

b. Duties: To select the members of the Ministry Positions Selection Committee by the month of April and the members of all other Ministry Teams by August. The Ministry Positions Selection Committee shall be announced to the Church in the June Business session and the teams shall be announced in the September business session. The Ministry Teams Selection Committee is to be responsible for the action of each team and if any duly appointed team or team member fails to function properly, to replace any person or persons so that the team may function properly and in accordance with its duties. The duties of this committee will begin upon their selection by the deacons and their agreement to serve.

Section 3 Servant Leaders Selection Committee

a. Personnel: To consist of five members selected by the Ministry Teams Selection Committee in the month of April and announced in the June business session.

b. Duties: To select members to fill all church ministry positions by the end of the month of August. Those positions shall be announced on the Ministry Positions Report in the September business session. The duties of this committee will begin upon their selection and agreement to serve.

Section 4 Constitution and By-Laws Ministry Team

a. Personnel: To consist of three members.

b. Duties: To keep the Constitution and By-Laws under study; and to recommend changes as needed, to meet annually.

Section 5 Administrative Ministry Team

a. Personnel: The Administrative Ministry Team shall meet each month, usually on the first Sunday night, to review the finances of the church. The team shall consist of two active deacons and three other individuals from the church membership at large.

b. Duties: To promote stewardship through suggestion of goals and methods by the Church Council; to evaluate budget requests and present a church budget for the calendar year to the deacons and to the church for revision recommendations by the month of November and to the church for adoption at the December business session; to audit the church financial records at least annually; to review recommendations for adjustments to the budget and recommendations for expenditures not specifically authorized in the budget . (Any committee, team or individuals requesting alteration of the budget or further expenditures should refer them to the Stewardship Committee at least one week prior to the business session so this committee may report on how adoption would affect the church finances.) To assist the church in matters related to employed personnel. Its work includes such areas as seeking and nominating personnel for the church, other than the ministerial staff; job descriptions, salaries, benefits, staff needs, and personnel services.

Section 6 **Audio-Visual Ministry Team**

- a. Personnel: To consist of five members.
- b. Duties: To be responsible for the maintenance of the audio-visual equipment and arrange for the operation of that equipment and lighting during regular and special worship services and other church-wide programs.

Section 7 **Children's Ministry Team**

- a. Personnel: To consist of five members.
- b. To see that children's facilities are open, properly equipped, and adequately staffed for all worship services and special functions approved by the church; to sponsor the spiritual and social growth of children and when possible that of the parents; to make necessary recommendations to the church regarding the children. To plan, coordinate and evaluate and publicize the children's program of the church.

Section 8 **Counting Ministry Team**

- a. Personnel: To consist of six members.
- b. Duties: To be responsible for the timely counting and depositing all monies collected by the church and furnishing records of those deposits to the church secretary. Their duties must be fulfilled with a minimum of three members present.

Section 9 **Evangelism Ministry Team**

- a. Personnel: To consist of five members.
- b. Duties: To (1) plan evangelism events that will involve the church in evangelism activities within the church community; (2) maintain a file of evangelism prospects; (3) recommend methods of utilizing the church's resources and facilities in effective evangelism programs; (4) emphasize and publicize the church's evangelism efforts and report on committee activities at least twice each year. To coordinate all mission activities involving church members; said activities to include, but not be limited to; (1) at least one major church wide mission trip each year (construction or other); (2) local mission projects as needed, such as; providing assistance to needy families in repairing homes, securing furniture, clothes, food, etc.; (3) other projects, such as; backyard Bible studies, handing out tracts, assisting with community wide mission activities or revivals.

Section 10 **Hostess Ministry Team**

- a. Personnel: To consist of ten members.
- b. Duties: To prepare facilities, make necessary arrangements, secure adequate provisions, and

offer constructive suggestions for any organizational or church-wide function when called upon for such assistance. This committee shall be responsible for directing the social functions of the church, recommending policies for the use of church facilities for social functions, and formulating policies of the kitchen and communicating these policies to the church members.

Section 11 Insurance and Safety Ministry Team

a. Personnel: To consist of five members.

b. Duties: To ensure that all church buildings, vehicles, properties and contents are adequately insured against loss and liability claims. To meet annually with insurance agents to tour the church facilities to ensure all facilities are properly insured and equipped with proper safety equipment, signs, etc. (i.e. fire extinguishers, exit signs, etc.) To receive annual bids on costs to ensure adequate rates, and gain church approval of selected bid. To make and maintain a comprehensive inventory (written and video) of all contents for appraisal purposes in case of loss due to fire, water, theft, etc.

Section 12 Long Range Planning Team

a. Personnel: The committee shall consist of nine members serving staggered nine year terms. The pastor and the chairperson of the Facilities Ministry Team shall serve as ex-officio members of the committee.

b. Duties: The Long Range Planning Team shall be responsible to the church for formulating and maintaining a ten (10) year plan that meets the needs of First Baptist Church, Summit. This plan shall include facilities, parking, land, staffing and technology. The plan shall be a continuing work in progress. When plans are formulated by the team, they shall be presented to the church for approval. If approved by the church, the plans shall then be presented to the appropriate Ministry Team of the church for implementation.

Section 13 Properties Ministry Team

a. Personnel: To consist of at least five members including a majority of men but at least one woman.

b. Duties: To guarantee the maintenance of all church properties for ready use; to make recommendations concerning modification and use of properties. To insure that all church owned vehicles are maintained economically and are ready for use. Set standards for usage, practice, operations, policies and recommend budget to cover church transportation.

Section 14 Student Ministry Team

a. Personnel: To consist of five adult members.

b. Duties: To plan, coordinate and evaluate the programs of the church that relate to ministry to Youth and College. The Minister of Students will be an ex-officio member of this team.