

THIS UPDATED DRAFT OF THE COVENANT CONSTITUTION
AND BY-LAWS IS TO BE VOTED ON SUNDAY MORNING 8/20/06

**COVENANT
CONSTITUTION
AND
BY-LAWS**

**Greenway Baptist Church
Boone, North Carolina**

CONSTITUTION AND BY-LAWS COMMITTEE

Dr. Jack Lawrence Sr., Chairman

Joyce Wynns Rose Cook

Baxter Edmisten Phil Templeton

CHURCH COVENANT

Having been led, as we believe by the Spirit of God, to receive the Lord Jesus Christ as our Savior and, on the profession of our faith, having been baptized in the name of the Father, and of the Son, and of the Holy Spirit, we do now in the presence of God, and this assembly, most solemnly and joyfully enter into covenant with one another as one body in Christ.

We engage, therefore, by the aid of the Holy Spirit to walk together in Christian love; to promote its prosperity and spirituality; to sustain its worship, ordinances, discipline, and doctrines; to contribute cheerfully and regularly to the support of the ministry; the expenses of the church, the relief of the poor, and the spread of the gospel through all the nations.

We also engage to maintain family and secret devotions; to bring up our children in the nurture and admonition of the Lord; to seek the salvation of our kindred and acquaintances; to walk circumspectly in the world; to be just in our dealings, faithful in our engagements, and exemplary in our deportment; to avoid all tattling, back-biting and excessive anger; to abstain from the sale and/or use of intoxicating drinks as a beverage; and to be zealous in our efforts to advance the kingdom of our Savior.

We further engage to watch over one another in brotherly love; to remember one another in prayer; to aid one another in sickness and distress; to cultivate Christian sympathy in feeling, as well as Christian courtesy in our speech; to be slow to take offense, but always ready for reconciliation and mindful of the rules of our Savior to secure it without delay.

We moreover engage that when we remove from this place, we will, as soon as possible, unite with some other church where we can carry out the spirit of this covenant and the principles of God's Word.

**CONSTITUTION and BY-LAWS
of
GREENWAY BAPTIST CHURCH**

CONSTITUTION

PREAMBLE

For the purpose of preserving and making secure the principles of our faith and to the end that this body be governed in an orderly manner consistent with the accepted tenets of the churches affiliated with the Three Forks Baptist Association, the Baptist State Convention of North Carolina, and the Southern Baptist Convention, and for the purpose of preserving the liberties inherent in each individual member of the church, and to set forth the relationship of this body to other bodies of the same faith, we do declare and establish this Constitution and set forth these By-laws.

I. NAME

The name of this corporate body of Christians will be Greenway Baptist Church Incorporated, located in Boone, North Carolina.

II. PURPOSE

The purpose of this organization is the worship of Almighty God through the reading and study of the Bible as the revealed Word of God, the preaching of the Gospel of our Lord and Savior Jesus Christ, and the regular programs designed to stimulate the growth of each member in Christian life and service, as well as the promotion of the missionary and evangelistic aims of the kingdom of God. This church shall have full power and authority to purchase, lease, and acquire by gift, and to hold, mortgage, convey and to dispose of property, both real and personal, which may be vested in the elected trustees. This church shall exist as a fellowship of baptized believers.

III. GOVERNMENT

The government of this church shall be congregational in nature, vested in the active membership in accordance with this Constitution and By-Laws. The church year will be from October 1 through September 30. Robert's Rules of Order shall be the official guide in all parliamentary matters. The church shall elect a qualified member to serve as parliamentarian, and he may succeed himself, or herself, each year.

Regular church business conferences shall be held each month on Wednesday evening following the first Sunday, unless otherwise indicated by the church. The church moderator will preside, and the following order of business will be observed: Reading and approval of the minutes of previous conference(s); report of the treasurer; consideration of items of business held over; recommendations from the deacons; reports, if any, from committees and new business. For regular business meetings, ten percent (10%) of the **Active** members shall constitute a quorum.

IV. STATEMENT OF FAITH

The statement of Baptist Faith and Message, adopted by the Southern Baptist Convention, May 9, 1963, **(amended in the year 2000)** and included as an appendix to this Constitution shall be accepted as setting forth the essential teachings in which we believe and which we propagate.

V. AFFILIATION

The church recognizes the value and mutual helpfulness in the voluntary association of churches which are in such agreement in faith and practice. This church does, therefore, declare its intention so far as conscience will allow, to work in mutual cooperation with other Christian groups, so long as the doctrines and actions of such groups are consistent with the Scriptures.

This church will, through duly elected messengers and/or representatives, participate in deliberative assemblies of the Three Forks Baptist Association, the Baptist Convention of North Carolina and the Southern Baptist Convention and support the missionary, benevolent and educational programs of each. Discontinuance of affiliation with these agencies may be effected through an affirmative vote of three-fourths of **active** members present and voting at a called church conference, of which notice must be given to the membership at least two weeks in advance.

VI. ADOPTION/AMENDMENTS

Upon their adoption by the church, this Constitution and these By-Laws will become effective _____, **2006**, and will supersede and rescind all previous constitutions and by-laws, actions and policies of the church which may conflict with their intent.

BY-LAWS

I. MEMBERSHIP

Section 1. Individuals may become members of this church in the following ways: by profession of faith in Jesus Christ as Savior and Lord, and subsequent baptism by immersion; by transfer of membership from another Baptist church; and by the candidate's statement of previous profession of faith and subsequent baptism by immersion in a church of another denomination. A person who does not feel led to become a member of this church may be received under a watch care relationship by a vote of the congregation. Any person who desires to become a member is required to go through new membership orientation prior to being voted into full fellowship.

Section 2. Those who have once been a member of a Baptist church and in consequence of peculiar circumstances have no regular letter of dismissal may be received on their own statement of faith and baptism and endorsement of this constitution and by-laws. Baptism by immersion may be waived by the church in the instance of physical incapacity or other circumstances which might endanger the life or health of the candidate.

Section 3. Regarding duties, members are expected to be faithful in living an exemplary Christian life; to habitually attend as many of the services of this church as possible; to give regularly for its support and causes; and share in its organized work. All members are expected to keep the church Covenant and subscribe to the Articles of Faith as outlined by the Southern Baptist Convention.

Section 4. The status of "Active Member" shall be the privilege of all who qualify as members under these By-Laws. Any member who has moved from the community or has not responded to contacts made by the diaconate or asked for a letter of dismissal within one year shall be placed on the "**Inactive**" church membership roll. **Any church member, unless physically or mentally disabled, who has not been active in or supported the church within the past year will be classified as an Inactive Member.** In the matter of military service, or educational requirements, an exception would be in order.

Section 5. Should a member become an offense to the church and to its good name by reason of immoral or unchristian conduct, or by persistent breach of his/her covenant vows, the church may at the request of the deacons terminate his/her membership, but termination shall take place only after faithful efforts have been made to bring such a member to repentance and reconciliation. The unanimous vote at any regular or called meeting of deacons at which at least two-thirds of the deacon members are present and voting is to be required before action is recommended to the church body.

Section 6. All requests for termination of membership or action looking thereto shall first be considered by the diaconate, who shall make recommendations to the church. This will not apply in the case of customary letters from other Baptist churches requesting letters.

Section 7. A former member may be restored to membership upon evidence of his or her repentance and reformation; or, if because of continued absence, upon satisfactory explanation, by the vote of the church upon recommendation of the diaconate.

Section 8. Any member of the church in good and regular standing shall be granted a letter to unite with another church of like faith and order, upon request from that church. A letter of information may be furnished for persons who join other Christian denominational groups.

II. OFFICERS/PERSONNEL

Pastor

Section 1. ---CALL---An ordained Baptist Minister shall be called by the church whenever a vacancy exists. A Pastor Search Committee, consisting of seven (7) members, shall be elected by the church by means of a secret ballot. Names of nominees for the Pastor Search Committee are to be submitted for vote only after permission has been granted by the nominees. The deacon body will determine those seven members receiving the highest number of votes and announce the results to the church. The committee shall bring only one name at a time to the church, and its recommendation will constitute a nomination for the pastorate. The pastoral election, which will be by secret ballot, will be conducted at a Sunday morning worship service. **A Wednesday night prior to the vote for extending the call for a Pastor is to be set aside for a full discussion of the upcoming vote. (Other than a motion to table the matter until a specific future date, no substitute motions or discussions of the matter being voted upon will be permitted on the day of the vote for church staff members)** A minimum of 85% of members present and voting will be necessary for the extension of a call. Should the minister recommended by the committee fail to receive 85% vote, the committee will be instructed to seek another minister and the meeting at which the vote was taken shall be adjourned without debate.

Notification of the date of the election will be made to the membership in the Sunday morning worship service, two weeks prior to the election date.

Section 2.---DUTIES--- The primary duty of the pastor will be to render an effective preaching, teaching, and pastoral ministry. In close collaboration with the deacons, he shall be in charge of the spiritual welfare of the church. He shall be an ex-officio member of all organizations, departments and committees; he shall have special charge of the pulpit ministry and shall provide for the pulpit supply when he is to be absent, consulting with the deacon chairman; he shall administer the ordinances and conduct religious services on stated and special occasions; and he shall be mindful of the spiritual needs of both church and community. He will also be expected to be active in the Three Forks Baptist Association, willing to participate in all outreach opportunities and avail himself of local press coverage in the matter of special events and programs. Further special duties, provisions, and requirements, if any, shall be agreed upon, and properly entered into church records, at the time of the call.

Section 3. ---SEMI-ANNUAL REVIEW--- A review panel consisting of the Diaconate of Greenway Baptist Church will meet with the pastor on a semi-annual basis for the purpose of reviewing the overall performance of all church ministries. The Diaconate will then make written recommendation to the proper committee as to the status of salary, etc.

Section 4. ---TERMINATION--- The pastor is called to serve until the relationship is dissolved at the request of either the pastor or the church. **A request for a vote of confidence on the Pastor by Greenway church members must come before the church as a recommendation from the Diaconate. In order to be referred to the church members for action, the motion for such recommendation must be approved by a vote of 2/3 of the active deacons present and voting. The request is to then be forwarded to the church body for a vote to be held within 15 days of the date the request was approved.**

In the event his services are no longer desired by the church, as indicated by a vote of confidence with less than **80%** of the members present and voting in favor of his retention, the matter shall be kindly brought to his attention by the diaconate. He shall be given the opportunity to resign, failing which his employment is to be terminated immediately. Providing his resignation is tendered in a cooperative and timely manner, the pastor shall receive severance pay equal to sixty days salary and his insurance is to remain in effect and the premium paid by the church for that sixty day period unless he has coverage under another insurance policy.

Other Staff Members

Other paid staff members including a minister of education and/or youth, minister of music, organist, church secretary, custodian, and the like, shall be selected in the same manner as the pastor is selected. In filling any of these positions, the search committee shall, after consultation with the pastor, provide nominations to be voted on by the church and suitable guidelines for each of these positions should be developed by the personnel committee as the need arises. No two members of the same family will be paid staff members **servicing at the same time.** **A Wednesday night prior to the vote for a church staff member is to be set aside for a full discussion of the upcoming vote. (Other than a motion to table the matter until a specific future date, no substitute motions, discussions or debate of the matter being voted upon will be permitted on the day of the vote for church staff members).** **A minimum of 85% of members present and voting will be necessary for hiring church staff members. Should the staff member recommended by the committee fail to receive 85% vote, the committee will be instructed to seek another candidate and the meeting at which the vote was taken shall be adjourned without debate.**

It should be noted that responsibility for the spiritual well-being of Greenway Baptist Church members rests largely on the shoulders of the Pastor. Therefore, the Pastor should be actively involved in interviewing prospective church staff members and his preferences for candidates to fill those positions should be given every consideration.

Action to terminate the employment of a church staff member, other than the Pastor, will require a majority vote of a joint meeting of the Personnel Committee and the Diaconate.

MISCONDUCT

In the event circumstances present themselves which give rise to concerns of possible illegal, immoral or unchristian behavior on the part of the Pastor or any church staff member, a called meeting of the Diaconate and the Personnel Committee is to be convened at the earliest time possible. This meeting (with the guidance of competent legal advice if deemed prudent) is for the purpose of determining the basis for such concerns. By majority vote of the Deacons and Personnel Committee members present, action may be taken to prevent further harm to individuals or to Greenway Baptist Church until the matter has been referred to the church body if such referral is warranted. Any action taken should be fair and appropriate and care should be taken to avoid embarrassment or hardship to all concerned.

DEACONS

Section 1. Deacon Election. Deacons shall be elected from among those members of one year or more who have proven themselves to have Scriptural qualifications as outlined in I Timothy 3 and Titus 1. They shall be nine (9) men in number and shall be elected for a term of three (3) years, with one-third being replaced each year and subject to a one-year interim before becoming eligible for re-election. Any deacon chosen to serve out an unexpired term shall be eligible for re-election for a three-year term, if he has served no more than one-half of the term for which his predecessor was elected.

The Diaconate is to elect three of its members along with the three deacons who are rotating off at the end of the current term, to serve with the Pastor as a Deacon Elections Committee to receive nominations from the church membership for candidates for deacon election. The Pastor is to be a non-voting ex-officio member of the committee. This committee is to be responsible for the following:

1. Accepting the names of all nominees for Deacon selection and verifying that that person is a Member in good standing of Greenway Baptist Church.

2. Interviewing each candidate in order to assess their ability and willingness to faithfully perform the duties of the Office of Deacon as set out in the Church Covenant Constitution and By-Laws and in the scriptures.

3. Reviewing with the prospective candidate for Deacon the provisions of the Deacon Qualifications and Requirements set out on the following page. The candidate is to be asked to confirm his agreement with the Deacon Qualifications and Requirements by placing his signature at the bottom of that document. Refusal to sign this document will disqualify a candidate for Deacon election.

An effort should be made to have two nominations for each vacancy. The annual election of deacons will take place in a morning worship service in the month of September. Voting will be by written ballot, with the active deacons counting the votes

No two persons from the same family, including in-laws, may be active deacons at the same time. When a vacancy occurs on the active deacon board, by majority vote, the active deacons may elect to continue with the reduced number of deacons until the next deacon election or request from the church body the names of two or more candidates to stand for election to fill the unexpired term. The Deacon Elections Committee is to then follow the same procedures as outlined in items 1.,2., and 3. above.

Section 2. Duties. Deacons shall at all times regard themselves as servants and, in a sense, the administrative arm of the church body as the Holy Spirit directs. They are to hear and consider recommendations of committees in all matters pertaining to the work and progress of the church, including oversight of the discipline and maintenance of spiritual relations of the church membership.

As part of the Deacon Family Ministry Plan, each active deacon will be responsible for a given number of resident church members. Each deacon is to serve as a liaison between the diaconate and one of the standing committees of the church. The diaconate shall have a chairman, a vice-chairman and secretary and shall keep complete records of their meetings to be reported to the church as may be required. Deacons will assist the pastor in the observance of the ordinances - Baptism and the Lord's Supper.

Deacon Qualifications and Requirements

- He has had a life-changing encounter with the Lord Jesus Christ, accepting Him as personal Savior and Lord.
- He believes in the inspiration of the Bible, and that the entire Bible is the infallible Word of God.
- He shall have been a member of Greenway Baptist Church at least one year, presently or previously.
- He should, unless providentially hindered, attend all of the regular and called meetings of the deacons.
- He should be a faithful and loyal supporter of the entire church program and be regular in attendance.
- He should be a faithful and loyal supporter of the missionary programs of the church and denomination.
- He should be a tither in belief and practice.
- He should strive toward spiritual standards in keeping with Acts 6:1-8 and I Timothy 3:1 -13.
- He should be a man of vision and progressive disposition concerning the affairs of the kingdom of God and the local church, always faithful and eager to consider any worthy proposal for an improved, enlarged and efficient church program.
- He should set a good example by faithfully discharging the duties of any additional church office and committee to which he may be elected, and should uphold the Church Covenant.
- His conduct should at all times be the type that will bring honor to the name and cause of Christ and be a credit to the church and community in which he lives..
- Those deacons that are elected will be required to participate in a Deacon Training program.

I have read, studied and believe in the above qualifications and requirements for Deacon. I promise to carry them out to the best of my abilities.

Signed _____

Special Provisions for Deacon Elections

1. In order to be elected to the office of Deacon each candidate must receive at least 60% of the total number of qualified ballots submitted.
2. If an insufficient number of qualified men present themselves for election to fill all the vacancies, the Diaconate is to be limited to that number of qualified candidates who received the required minimum percentage of 60% of the total number of qualified ballots submitted.
3. The votes for Deacon are to be counted immediately following the vote and the winning candidates are to be announced at that time.
4. On all ballots for Deacon Elections the following is to be stated in bold print.-"You may vote for one (1), two (2) or three (3) candidates for Deacon (or the exact number of vacancies to be filled). If more votes are marked on the ballot than there are vacancies to be filled, your ballot cannot be counted."

Church Clerk One clerk shall be elected annually upon recommendation of the nominating committee and may succeed himself, or herself, in each annual election. It will be the responsibility of the clerk to attend all church business meetings, to keep a record of all conferences, to prepare the annual associational letter, and issue letters of dismissal and transfer as authorized by the church. The clerk is also responsible for keeping an accurate membership roll, reflecting dates and methods of admission, dismissal, transfer and change in names.

Treasurer The acting church secretary will be treasurer of the church under the direction of the Finance Committee

Moderator The deacon chairman will preside as Moderator. In his absence, the deacon Vice-chairman may preside.

Other Officers The Director of Sunday School, along with the Discipleship Training Director, WMU Director, Brotherhood Director, Church Historian, **Church Clerk** and other church officers are to be presented annually by the Nominating Committee, for church approval, and will report to the church in conference as requested.

III. CHURCH COUNCIL

Section 1. The Church Council, unless otherwise constituted by the church, shall be composed of the pastor (as chairman), youth and/or education director, director of music, chairman of deacons, Sunday School Director, Discipleship Training Director, WMU Director, Brotherhood Director, Treasurer "Church Secretary" and other church officers **and staff** not included here. Other committee chairmen may be invited to meetings on pertinent occasions.

Section 2. The Church Council shall meet monthly to correlate and coordinate activities and organizations of the church. All matters agreed upon by the council which require action not already provided for shall be referred to the deacons for presentation to the church.

Youth Council: A Youth Council **composed of 5 members** will assist the Minister of Youth and Education in planning, supervising, and implementing a comprehensive program for youth. At least one member shall be a Sunday School teacher in the youth department; at least **two** members shall be a parent or guardian of a child in the youth program **but not of the same family and two church members at large.**

Children's Council: A **Children's Council composed of 5 members will assist the Children's Minister in planning, supervising, and implementing a comprehensive program for children. At least one member shall be a Sunday School teacher in the children's department; at least two members shall be a parent or guardian of a child in the children's program but not of the same family and two church members at large.**

IV. COMMITTEES

The church shall elect such standing and rotating (specified term) committees as are necessary to execute the various programs and/or services of the church. These committees are to be formed by the church Nominating Committee at its August meeting and presented to the church, in conference, on or before its September meeting. It shall be the duty of each individual committee to select a chairman from within its membership unless otherwise appointed by the Nominating Committee.

As the need arises, the Pastor, in agreement with the Church, may direct the nominating committee to appoint committees for special assignments in the church. All "ad hoc" committees must be reaffirmed annually by the church, with appointment to the committee(s) being made, or renewed, annually, so long as a need for such a committee exists.

Composition/Duties

Nominating This committee shall be composed of six (6) members, two being elected each year for a term of three years. Each member may succeed him/herself only after an interval of one year. It shall be the duty of this committee to nominate members for all offices and committees, except those of the pastor, deacons, and pastor search. The nominating committee will nominate members to fill committee vacancies and will stress to each nominee the importance of fulfilling the duties of all church committees.

Trustees

Section 1. Election. There shall be three (3) trustees elected by the church for staggered three-year (3) terms, with one being replaced each year. A one-year interim period will be required for re-election of a trustee.

Section 2. Duties. The trustees are to hold title to all church property and shall execute all contracts, deeds, mortgages, or other instruments when authorized by the church in conference to do so.

Personnel Committee This committee shall consist of six (6) members elected for three-year staggered terms, with two being replaced each year. This committee will develop guidelines or job descriptions and recommend staff personnel, with the exception of the pastor and other ministers of the church. It will also recommend to the finance committee the remuneration format for all the paid church staff except the pastor. With the pastor, the committee will review all salaries and fringe benefits annually and make recommendations through the finance committee to the church in conference. Performance appraisals will be completed at least once a year of all personnel; the pastor, for the ministerial staff; and the minister of education for other employees.

Finance Committee The finance committee shall be composed of a minimum of six (6) members, two to be elected each year to serve for three years, and each to be eligible for re-election after a one-year interim. The church treasurer and chairman of the deacons will serve as ex-officio members. The chairman of the committee and treasurer may authorize specific expenditures within the budget adopted by the church, and any items not provided for in the budget may be recommended to the church for approval. **An audit of church finances shall be conducted each year by a reputable accounting firm. An accountant or C.P.A. may be elected to serve as advisor to the Finance Committee and subsequently to the church.**

Properties Committee This committee shall be composed of six (6) members, two being elected each year for a term of three years. It shall be the duty of this committee to oversee the use and care of all church properties; to oversee employees responsible for maintenance of church property; and to

recommend to the church any needed change. This committee may have an operating budget, if and when recommended by the finance committee.

Baptism This committee shall have six (6) members, two being elected each year for a term of three years. It shall be the duty of this committee to assist the pastor in observing the ordinance of Baptismal services.

The Lord's Supper This committee shall have six (6) members, two being elected each year for a term of three years. It shall be the duty of this committee to assist the pastor in observing the Lord's Supper. The Lord's Supper will be observed at least once each quarter.

FLC Committee This committee shall consist of six (6) members, with two being elected each year for a three-year term, and shall assist the pastor, or his designated representative, in the planning and carrying out of programs, conferences, retreats and training opportunities in the Family Life Center. It will also handle requests from off-campus sources for use of the center, operating at all times in consultation with the properties committee.

Music Committee This committee shall be composed of the director of music and three (3) members, one being elected each year for a three-year term. The minister of music, nor the director of the choir may serve as the chairman. Its duties will be to guide the church in a satisfactory music program.

New Members Orientation Committee This committee, composed of three members who may succeed themselves each year, will visit all new members and inform them as to programs and facilities provided by the church; encourage their participation in the total life of the church; and provide each new member with a letter of welcome, offering envelopes, a copy of the Constitution and By-Laws, and the like. This committee will also work closely with the pastor, chairman of deacons, and **other staff members** in such orientation and training programs they may implement.

Benevolence This committee shall be composed of the vice-chairman of the deacons, two representatives from the WMU, and two representatives from the Brotherhood to handle all requests for assistance in the church family and elsewhere. Members may succeed themselves.

Transportation This committee, composed of three (3) members, is to supervise inspection, licensing, maintenance, and insurance of church owned vehicles and to recommend to the church, through the properties committee, the sale or acquisition of vehicles. Members may succeed themselves.

Counting This committee shall be responsible for counting all funds and collections and will be composed of six (6) members. Members may succeed themselves.

Day Care This committee will be composed of six (6) members, serving staggered terms of three (3) years. **The Children's Minister** shall serve as an ex-officio member. This committee will be

responsible for maintaining church relationship with the day care (child development) center and presenting to the deacons recommended changes. Members may be re-elected after one year.

Memorials This committee of three members, serving staggered terms of three (3) years, may be re-elected after one year. Its duty will be to encourage giving to the church through memorials. When a member of the church loses an immediate family member it shall be the duty of this committee to see that an appropriate memorial is given.

Ushers At least twelve (12) members are to be elected as ushers each year and may succeed themselves. They will be organized into groups to serve Sunday morning and Sunday evening services (as required), and at such other times as indicated by their chairman.

Social/Kitchen This committee of at least twelve (12), shall be responsible for all church-wide social events, such as homecoming, receptions, fellowship meals, and the like not otherwise hosted. Members may succeed themselves.

Homecoming This committee will be responsible for coordinating the events of the annual homecoming.

Flower This three-member (3) committee, serving staggered three-year terms, will be in charge of the beautification of the church, including the placement of flowers in the sanctuary.

Library (Media Services) This committee of three (3), which is to be elected annually without interval time off; will work with the other church staff members in planning the purchase and distribution of books and audiovisual materials and equipment and in the promotion of the library's use in the ministry of the church.

Deacon Elections Committee This committee is to be composed of 7 members including the 3 Deacons who are rotating off the Diaconate in the current year, three other members of the Diaconate to be selected by a vote of the Diaconate and the Pastor acting in the capacity of an ex-officio member. Their duties are to be as set out under the heading of Deacons Section 1.
Deacon Elections

Constitution and By-Laws This committee shall consist of five (5) members to be elected when the church, by majority vote, deems it to be necessary. This committee shall be responsible for reviewing and up-dating the constitution and by-laws as changes become necessary.

This Constitution and these By-Laws may be amended at any regular or called business meeting, provided the proposed amendments thereto shall have been presented, in writing by the Constitution and By-Laws Committee, with copies furnished to each member present, at an earlier meeting. A two-thirds vote of all members present and voting will be necessary for approval of such amendments.

V.GENERAL

Licensing When a member announces to the church that he feels the call to the ministry, the church, by majority vote, may license him as an acknowledgment of his call to the ministry. The clerk may furnish the member with a copy of the minutes or a certificate of license as his credential.

Ordination In the event Greenway church is requested to ordain a member who has been called as minister in a Baptist church, the following procedure shall be followed: The church will express its approval by a vote of 85% of the members present at any business meeting of the church. Then the church shall invite the Associational Council on Ordinations to examine the candidate concerning his fitness for the ministry. In the event the report of the council is favorable, the church shall proceed with the ordination.

Church Use Use of the church sanctuary, or other facilities, for special services, meetings, weddings, and the like will be at the discretion of the Pastor, or, in his absence, the chairman of the diaconate. If considered advisable by the Pastor, in consultation with the Properties Committee, a "Property Usage Committee" may be named to establish rules and regulations to cover such usage, particularly when requests from outside the church family are involved.

Elections and Voting Procedures On matters dealing with church staff or Deacon elections and on other occasions where sensitive matters are being voted on which could cause division within the church, voting is to be taken by written ballot.

Any church member present at the time a vote is to be taken can request that the vote be by written ballot. In such event, a show of hands vote is to then be taken regarding the request for a written ballot vote and the majority vote will determine how the pending vote is to be taken.

Absentee Ballots are permitted under the following conditions:

1. The ballot must be signed by the Greenway Church Member for whom the ballot is being submitted.
2. Signed Absentee Ballots faxed to the church office are acceptable in cases where it is impractical for the church member to deliver their ballot in person or by mail.
3. Absentee Ballots must be turned in to the Greenway Church office or to the counting committee prior to the votes being counted.
4. All absentee ballots are to remain sealed and kept in a secure place pending the vote to be taken and are to be presented to the vote counting committee at the time the other ballots are being tabulated.

All votes, including absentee votes are to be counted by a committee consisting of the active Deacons present at the time.