

**BY – LAWS  
OF  
FIRST CHRISTIAN CHURCH OF TYRONE**

**TYRONE, GEORGIA**

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FIRST CHRISTIAN CHURCH  
TYRONE, GEORGIA**

**Article I. Statement of Faith**

The First Christian Church of Tyrone, Georgia, from its organization in August, 1900, has continued consistently through the years to operate as an independent, local congregation of New Testament Christians, after the divine pattern as set forth in the New Testament Scriptures, and at no time in its history has it yielded its liberty or independence in any matter of policy or administration or education to any group, agency, or organization of any kind whatsoever. At no time during the years since 1900, at which time this church was founded, has it made any contribution, passed any law, enacted any motion, formed any alliance or fellowship that would make it a part of anything other than a local congregation of free men and women in Jesus Christ, interested in the spreading of the gospel of the risen Christ throughout the world, for the redemption of men and women from consequences of sin and evil.

The First Christian Church 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 organization, surrendering no authority or control over it, to any fellowship, agency, organization, publishing house, college or seminary, missionary society, district, national or otherwise now existing or ever to be formed. All work of the church is to be conducted under the oversight of the elders, according to the New Testament.

**Article II. Organizational Structure of the Church**

**Section A. Elders and Deacons**

1. A man elected as an elder or deacon shall serve for a two-year term. He shall be eligible to serve consecutive two-year terms, provided he is nominated and elected. One-half of the elders and deacons term of office

shall expire in the even-year and one-half in the odd year. When the nomination of elders and deacons cause an imbalance in the odd or even year terms the elders shall change the term of office of the new nominees to one year as necessary to accomplish the odd, even balance. The composition of the Board of Elders serving First Christian Church, Tyrone, will not exceed seven (7), or will equate to the following percentage should there be a marked drop in attendance: 1 elder per 30 congregational members, based on the average attendance per week for the previous calendar year. (Example: Average attendance is 150, divided by 30 equals 5 elders authorized).

2. A man nominated for the office of elder or deacon must receive at least 75% of the votes cast for that office at the annual congregational meeting. In the event the number of nominated elders exceeds the number required to fill the vacancies of the church, and all the nominated elders receive at least 75% confirmation from the congregational vote, those receiving the highest percentage vote, in descending order, will be selected to fill the known vacancies.
3. To serve as elder, a man must previously have served as an elder or deacon in the First Christian Church of Tyrone or a congregation of like faith. A man must be an immersed believer and a member of this congregation one year before he will be considered for nomination for elder or deacon.
4. The elected elders and deacons will constitute the church board.
5. At the first meeting of the new church board, the board will organize for the new church year by electing a chairman of the board and a vice-chairman. The chairman must be an elected elder and can serve no more than four (4) consecutive years. The vice-chairman must be an elected elder and may serve consecutive terms if elected. The chairman will preside at all meetings, and at all congregational meetings. The vice-chairman will preside in the absence of the chairman and assumes the office of chairman in the event the chairman is unable to serve.
6. The chairman of the board will be an ex-officio member of all committees.
7. The secretary of the board will be elected by the board and does not necessarily need to be a member of the board.

8. The elders may remove any elder or deacon from office after proper investigation reveals the person has conducted himself in a way not becoming a Christian.
9. Elders and deacons are expected to attend all board meetings, both regular and called meetings. Any elder or deacon who has three consecutive unexcused absences from regular or called board meetings during a church year will be automatically removed from the board. Excused absences must be approved by the chairman of the board. The board will have the authority to remove members that have excessive absences. The chairman of the board will notify the dismissed member in writing.
10. The church board may fill any elected vacancy, except minister, until the next congregational meeting. The filling of this position does not require congregational approval since the appointed individual will only be filling the position until the next regular congregational vote.

### **Section B. Nominating Committee**

1. The chairman of the board will appoint a nominating committee consisting of one elder, who will be chairman, one deacon, one adult female and one adult male who is not a member of the board.
2. The nominating committee will receive nominations for elder, deacon and trustees from individual church members. Nominations will be received on a time schedule established by the elders. Those nominated for elder, deacon and trustee will be listed, alphabetically, by the nominating committee. The committee will then list, by each name, its recommendation and committee's vote, if one is taken. The nominating committee will not strike any nominee from the list, only recommend to the elders and the church board. Removing names from the list can be done with a majority vote by the Board of Elders. The chairman of the board will then submit the approved list to the entire board which must be approved by 90% of the board and then submitted to the congregation at the annual meeting for approval as outlined in Section A-2.

### **Section C. Trustees**

1. Trustees are elected at the annual congregational meeting by at least 75% of the votes cast for that office.
2. A trustee must be a member of the congregation in good standing for at least five (5) years.
3. Three (3) trustees are to be elected as officers of the corporation for three (3) year terms. One trustee is to be elected each year. A trustee's term may be repeated as long as the trustee is nominated and elected. The church board shall establish the term of office to initiate a three (3) year term. One of the trustees shall be designated as the secretary by the board of elders.
4. The function of the trustee is to fulfill all legal requirements of the charter as issued to the congregation by the State of Georgia.
5. All important documents shall be under the supervision of the trustees and retained in a safety deposit box.

### **Section D. Treasurer**

1. A treasurer shall be nominated by the board to serve a two-year term and shall be eligible to serve consecutive two-year terms if nominated and elected.
2. The treasurer shall be elected at the annual congregational meeting by at least 75% of the votes cast.
3. The function of the treasurer will be to keep records of all monies received by the congregation and pay all bills approved by the church board. Monies collected by various groups, such as Sunday School classes, missionary groups and youth for special projects will not be the function of the treasurer.
4. The Treasurer will furnish a monthly report to the church board of the current financial status of the church which will include the income and expenses of the past month on all accounts.

5. The report of the treasurer should be posted on the church bulletin board immediately after the board meeting.

### **Section E. Organization**

1. The elders are responsible for the organization of the church. They will prepare an organization chart showing all departments of the church and the ministry area under each department.
2. The elders will have the overall supervision of the minister(s). The elders will have approving authority over the minister's vacations, convention time, Christian camp time, or other absences.
3. The senior minister will have the responsibility of being the general administrator of the church operation on a day to day basis.
4. The elders will negotiate the salaries of the minister(s).
5. It shall be the responsibility of the elders to hire and negotiate salaries within the approved budget of all non-ministerial employees.
6. The elders will prepare and present a job description to the employee at the time of employment.

### **Article III. Ministry Groups**

As a church committed to the pattern of ministry described in the New Testament (Article 1), First Christian Church shall organize its programs of ministry under the oversight of the elders. The elders shall serve as Ministry Area overseers, in order to fulfill their function as elders in this congregation.

In order to facilitate the ministry areas of our congregation, the elders will seek to incorporate all the deacons, as well as other members of First Christian Church in specific areas of ministry under their individual oversight. In planning and administering various programs within our church family, individual members of our church staff who have been given specific responsibilities in these areas should be incorporated into the development of this ministry area. As the overall

administrator of the church's ministries, all programs should be planned in conjunction with the senior minister of our church.

The ultimate goals of such a program include: (1) an attempt to involve more people in ministry; (2) an attempt to create as much participation in the decision-making process as possible; (3) an attempt to be as biblical in our approach to ministry as possible; and (4) an attempt to create a productive pattern of growth in our congregation.

After the election of a board chairman each year, the chairman of the board will distribute various areas of oversight to each elder. Each elder will, in turn, recruit various people in our church, beginning with our deacons, to participate in the individual areas of ministry for which he has oversight.

All ministry groups should, on a regular basis, report to the elder who has been given oversight responsibility in that area. Each elder, in turn, should regularly report to the elders and the church board about progress being made in these areas.

#### **Article IV. Calling a Minister**

Minister, as herein defined, is any full-time paid employee of the church who acts in the capacity of a minister, associate minister, or youth minister.

1. The elders will act as the pulpit committee and have the authority to select other members of the congregation to serve on this committee as they deem necessary.
2. The minister shall be called in the following manner:
  - a. In order, to be called, the minister(s) must receive a 75% "yes" vote at any duly called congregational meeting.
  - b. To ensure the teaching of the New Testament Restoration Movement is maintained, the congregation will vote every two (2) years as to retain the minister. In the event the Board of Elders are presented a written recommendation, with specific reasons, the elders with a majority vote by the church board may ask the

congregation to vote on whether to retain the minister(s). The minister(s) must receive a 75% “yes” vote of the congregation to be retained. The congregation must be given fourteen (14) days’ notice before a vote can be taken. In the event of dismissal, the minister’s salary shall be paid in full for a period of 30 days from the date of notification or termination of service, whichever shall be last, prorated, on a monthly basis. In the event of resignation, the minister’s salary shall be paid from the date of resignation for 30 days or for services rendered whichever is less.

3. The minister(s) may resign at any time with 30 days written notice to the Chairman of the Board.
4. The elders will prepare and present a job description to ministers employed by the church at the time of employment.

#### **Article V. Meetings**

All meetings, as a general rule of conduct in this congregation, shall be conducted in a Christian manner, with decency and order.

1. Congregational Meetings.
  - a. The annual congregational meeting will be held each October. The church year shall run from November 1 to October 31.
  - b. A congregational meeting may be duly called after being advertised in the church bulletin and newsletter for two consecutive weeks immediately prior to the congregational meeting, with the purpose of the meeting stated.
  - c. Any business brought before the congregational meeting must receive a two-thirds majority vote to be approved, with the exceptions of elders, deacons, trustees, treasurer, and ministers, already noted under Articles II and IV of these By-Laws.
2. Board Meetings.
  - a. Board Meetings will be scheduled by the elders. The board chairman, however, may call a meeting at any time.
  - b. No motion will be acted upon at any regular board meeting that has not been approved by all the appropriate committees with all details.

The only exception would be business that would work a hardship on anyone or that would delay without cause the winning of souls. The judgment of the chairman on such matters is final.

- c. All motions or action taken at board meetings must be passed by a majority of those present.

### **Article VI. Budget**

All budget items must be submitted in writing to the chairman or a member of the budget committee not fewer than 90 days prior to the annual congregational meeting in order that the budget committee can work up a budget for the coming year. A copy of the proposed budget is to be made available to each board member for his review at least 10 days before the September board meeting. A copy will be posted on the church bulletin board at least 10 days before the annual congregational meeting. In event the proposed budget should be declined, the budget committee has a minimum of thirty (30) days to correct stated issues. The 10-day notification period, prior to the re-vote by the congregation, shall be inclusive of the 30-day period.

### **Article VII. Stewardship**

The following policy of the church has been adopted in order to encourage regular stewardship in support of the adopted budget and to encourage support of those missionaries approved by the elders for support and confirmed by the congregation.

1. All church-wide offerings received, excluding project offerings approved by the elders, will be turned over to the church treasurer. One exception to this could be one-day special need love offerings, approved by the church board.

2. Classes and groups within the church are encouraged to adopt projects, such as missionary support, provided that such support not come from the regular tithes and offerings of the members, and no persons outside the class or group be solicited for participation. The board of elders may request a complete written list of all special projects being supported at any time. The list must be approved by the elders and in keeping with the programs of the church in accordance with New Testament teaching.
3. Sale of any products or services in competition with commercial activity undertaken in the name of the church or any group or class in the church is discouraged. Service projects to raise funds for groups within the church can be accomplished only with the approval of the board and conducted under the oversight of the elders. Such activities, while generally discouraged, may be permitted under special circumstances.
4. All mission contributions other than those regularly adopted by the congregation will be approved by the missions committee first, then by the elders and then by the church board.
5. When questions arise concerning this article, class or group officers may apply to the elders for interpretation or exception to this policy.

### **Article VIII. Church Property**

Anyone desiring to use or borrow church property that will be removed from the premises of the church must secure permission from the senior minister or appropriate elder. All items must be signed out and signed back in at the church office. The church board shall be responsible for developing and maintaining policy regarding use of the building.

### **Article IX**

The chairman of the board shall appoint an audit committee each year to audit all accounts where the church is involved.

## Article X

The Chairman of the Board has the responsibility of appointing committees as needed by the various activities involved with the day to day operation of the church. The following is a list of committees currently required by First Christian Church, Tyrone, and a description of each committee's duties and composition:

**Missions Committee:** The Missions Committee is comprised of an Elder, Chairman, and three other members (as a minimum). The function of this committee is to research activities outside of FCC Tyrone that require financial support to ensure an ongoing outreach program. The committee will on a yearly basis stay in contact with those activities currently being supported by Missions contributions from this church. This includes sponsored activities providing FCC Tyrone with an annual report on how the funds provided are distributed or used. As stated in Article VII, Paragraph 4, "all mission contributions other than those regularly adopted by the congregation will be approved by the missions committee first, then by the elders and then by the church board." The chairman of the Missions Committee will give an annual report to the Elders highlighting those activities that are being supported and a report of funds that have been distributed during the past church calendar year.

**Pulpit Committee:** As referenced in Article IV, Paragraph 1, "The Elders will act as the Pulpit Committee and have the authority to select other members of the congregation to serve on this committee as they deem necessary." The primary function of this committee will be to fill pastoral vacancies at FCC Tyrone. The committee will determine the desired pre-requisites of the vacant position, advertise the vacancy through church media outlets and will review all forwarded resumes from prospective applicants. An applicant must receive 85% approval of the members of the Pulpit Committee before being presented to the full board, and subsequently to the Congregation. As a minimum the applicant will present two (2) sermons to the congregation prior to being voted on by the same.

**Budget Committee:** The Chairman of the Board will appoint a Budget Committee IAW Article VI. The committee will be comprised of a Chairman, a Trustee, and as a minimum two (2) additional church members. This committee will follow the steps outlined in Article VI and the timelines established.

### **Article XI**

Amendments or revisions to these By-Laws may be made at any congregational meeting, provided they have been approved by the church board and announced two (2) weeks in advance, as part of the purpose of the meeting. As referenced in **Article V, Paragraph 1c**, an approval percentage of two-thirds (2/3%) is required to effect changes to the Church By-Laws.

**Revised by the By-Laws Committee:**

**Ray Ellington**

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**Approved by Congregational Vote on 26 June 2018**