

# **BY-LAWS**



**Adopted September 21, 2025**

**TABLE OF CONTENTS**

<b>PREAMBLE</b>		<b>Page 1</b>
<b>Article I</b>	<b>Membership</b>	<b>Page 2</b>
<b>Article II</b>	<b>Governance</b>	<b>Page 3</b>
<b>Article III</b>	<b>Church Staff and Officers</b>	<b>Page 3</b>
<b>Article IV</b>	<b>Church Employment</b>	<b>Page 4</b>
<b>Article V</b>	<b>Church Services</b>	<b>Page 4</b>
<b>Article VI</b>	<b>Church Meetings</b>	<b>Page 4</b>
<b>Article VII</b>	<b>Ordinances</b>	<b>Page 5</b>
<b>Article VIII</b>	<b>Program Organizations</b>	<b>Page 6</b>
<b>Article IX</b>	<b>Finance</b>	<b>Page 6</b>
<b>Article X</b>	<b>Amendments</b>	<b>Page 6</b>
<b>Article XI</b>	<b>Dissolution</b>	<b>Page 6</b>
<b>Article XII</b>	<b>Operations Manual</b>	<b>Page 7</b>

**PREAMBLE**

We, the members of the Beverly Hills Baptist Church, Asheville, NC, have established this corporation under the laws of the state of North Carolina to preserve and secure our "FAITH" and to govern the Church body in an orderly manner. We are a Southern Baptist Church that subscribes to the tenets of the Baptist Faith and Message 1963.

We are organized as a 501 (c)(3) (church) corporation of the United States Internal Revenue Code. This church shall exist to provide regular opportunities for public worship, to sustain the ordinances, doctrines, and ethics set up in the New Testament for the Church of our Lord Jesus Christ, and to channel its offerings to support the objectives of the Kingdom of God.

This Church is **Beverly Hills Baptist Church, Inc., dba Beverly Hills Baptist Church.**

## **Article I - Membership**

**Section 1.** Members - This church is composed of persons who profess a personal faith and belief in the Lord Jesus Christ, have received baptism in a Christian church according to the New Testament, and actively follow the Lord Jesus Christ in discipleship.

**Section 2.** Voting Rights of Members - Every member of the church is entitled to vote at all elections and on all questions submitted to the church in a business meeting, provided the member is present in person or votes in real time in a manner specified by the Church Moderator if the business meeting is available electronically, such as by televising, radio broadcasting, streaming, or other real time communications method. Proxy voting is prohibited.

**Section 3.** Reception - A person shall be considered a member upon approval of the church membership. A person may be received for membership in any of the following ways:

**(1) By profession of faith.**

A person publicly confessing personal faith in the Lord Jesus Christ, giving evidence of a regenerate heart, and adopting the covenant and the articles of faith and practices held by the church may, upon baptism, be admitted into the fellowship of the church.

**(2) By statement.**

(a) Any person presented for membership who has been baptized by immersion in a Christian church may be received by statement.

(b) Any person who has been baptized by immersion upon profession of faith in a Christian church but who, because of loss of records or similarly unavoidable circumstances, has no regular membership letter to transfer may be received into membership after giving satisfactory evidence of a regenerate heart, Christian conduct, and scriptural faith.

**(3) By letter.** Any person from another Christian church may be received into membership upon receipt of a letter of transfer from that respective church.

**(4) By baptism from another Christian denomination.** Any person who professes a personal faith and belief in the Lord Jesus Christ and actively follows the Lord Jesus Christ in discipleship but who has been

baptized in another Christian church by any method other than immersion may be received after baptism by immersion at this church.

**Section 4.** New Member Orientation - New church members will be expected to participate in the church's new member orientation program as developed and implemented by the church.

**Section 5.** Every member of the church is eligible for consideration by the membership as a candidate for the elective offices as specified in the Operations Manual. Every member of the church may participate in the ordinances of the church as administered by the church.

**Section 6.** Termination of Membership - Membership shall be terminated in any of the following ways:

1. Death
2. Transfer by letter to another church
3. Acknowledgement when a member has joined a church and requested such action
4. Exclusion by action of this church
5. Administrative removal if the person does not reply to a letter from this church asking whether the person still wishes to be a member of this church.

## **Article II – Governance**

Beverly Hills Baptist Church is a congregational Christian church under the Lordship of Jesus Christ, who is the Head of His church. We vest responsibility for the administrative functions to autonomous committees and teams (unless otherwise stated) with the congregation being the final authority. In the absence of a pastor, the administration becomes the responsibility of the autonomous administrative committees. The spiritual leadership falls to the deacons and ministerial teams.

## **Article III - Church Staff and Officers**

The officers of this church shall be as follows:

1. Pastor
2. Church Staff
3. Deacons
4. Moderator
5. Church Clerk

6. Church Officers
7. Church Committees and Teams.

### **Article IV – Church Employment**

When a vacancy occurs in the position of pastor, a Search Committee is to be elected by the church to seek out a suitable pastor. The Search Committee shall be made up of the Sunday School Director, the Chairperson of Deacons, the Chairperson of the Personnel Committee, the Chairperson of the Stewardship/Finance Committee, and three laypersons elected by the church membership. The Search Committee will present only one candidate at a time to the church for consideration. For election, a candidate must receive 85% of the votes cast.

Candidates for ministerial pastoral church staff will be recommended by the pastor and/or the appropriate committee. Individuals will be called with 85% of the votes cast.

Dismissal of a pastor or a ministerial staff member requires a majority of all votes cast. This action should only be done when all reasonable efforts at reconciliation have been attempted and failed. Notice of this vote will be made known to members of the congregation at least two (2) weeks in advance of the vote.

### **Article V – Church Services**

**Section 1. Worship Services** - The church shall meet regularly on each Sunday morning and as often as possible on Wednesday evening for prayer, preaching, instruction, evangelism, and the worship of Almighty God. These services will be open to everyone and shall be conducted under the direction of the pastor. Exceptions can be made by recommendation of the deacons.

**Section 2. Special Services** - All church services that are essential to the promotion of the objectives of the church shall be placed on the church calendar, published in the church newsletter at least once prior to the service being held, and announced at all services on the Sunday prior to the special service being held.

### **Article VI – Church Meetings**

**Section 1. Regular Business Meetings** - The church shall hold regular business meetings at least quarterly on a schedule agreed to by the congregation.

**Section 2. Special Business Meetings** - The church may conduct special business meetings called to consider matters of a special nature and significance. A two-week notice must be given for the special-called business meeting unless extreme urgency renders such notice impractical. In the event such notice is impractical, every reasonable effort should be made to notify the church membership through the Deacon Board Family Ministry Plan. The notice shall include the subject, the date, and the time and place. The notice should be given in such a manner that all resident members have the opportunity to know about the meeting. No business will be transacted at a special-called business meeting other than the business specifically announced.

**Section 3. Quorum** - A quorum consists of those who attend the business meeting, provided it is a regular meeting or a special business meeting that has been properly called.

**Section 4. Parliamentary Rules** - The current edition of *Robert's Rules of Order* shall be the authority for parliamentary rules of procedure for all business meetings of the church in areas not addressed by this Constitution and By-Laws. The moderator may act as or appoint a parliamentarian whose responsibility it will be to assure compliance with *Robert's Rules of Order*, the Constitution, and the By-Laws.

## **Article VII – Ordinances**

**Section 1. Baptism** - Christian baptism is the immersion of a believer in water in the name of the Father, the Son, and the Holy Spirit. It is an act of obedience symbolizing the following: the believer's faith in a crucified, buried, and risen Savior; the believer's death to sin; the burial of the old life; and the resurrection to walk in newness of life in Christ Jesus. It is a testimony to the believer's faith in the final resurrection of the dead. As a church ordinance, it is a prerequisite to the privileges of church membership and to the Lord's Supper. Baptism is administered by the pastor or whomever the pastor or the Church authorizes, conducted as an act of worship during any worship service, and carried out as soon as possible after a public profession of faith.

**Section 2. The Lord's Supper** - The Lord's Supper is a symbolic act of obedience whereby members of the church, through partaking of the bread and fruit of the vine, commemorate the death of Jesus Christ and anticipate His second coming. The Lord's Supper shall be observed at least quarterly. The pastor, church staff, and deacons shall be responsible for the administration of the Lord's Supper.

### **Article VIII – Program Organizations**

All program organizations of the church shall be under church control. All officers and leaders shall be elected by the church and shall report regularly to the church. The program organizations of the church shall include at least the following:

1. Sunday School
2. Core Ministry Teams
3. Women’s Missionary Union (WMU)
4. Men’s Ministry
5. Music Ministry.

### **Article IX – Finance**

A budget will be prepared each year and approved by the church membership.

### **Article X – Amendments**

**Section 1.** Changes in the Constitution and By-Laws may be made at any regular business meeting of the church, provided each amendment was presented in writing at a previous business meeting and copies of the proposed amendment are furnished to each member present at the current meeting. Copies shall also be available in the church office and vestibule between the two scheduled business meetings. Notice of such proposed changes shall also be ~~listed~~ published in the church newsletter.

**Section 2.** Changes in the Operations Manual may be made at any regular business meeting of the church, provided copies of the proposed amendment are furnished to each member present at the meeting. The proposed changes must have been previously reviewed by the Constitution and By-Laws Committee.

**Section 3.** Amendments to the Constitution and the By-Laws shall be by two-thirds vote of church members present and voting, excluding any abstentions. Amendments to the Operations Manual shall be by a majority of the members present and voting, excluding any abstentions. Copies of all adopted amendments will be available in the church office and will be inserted into the official copy of the Constitution, By-Laws, or Operations Manual, which shall be maintained in the church office.

### **Article XI - Dissolution**

**Section 1.** Dissolution shall be conducted in compliance with NC GS 55A-14-02, 03, and -04.

**Section 2.** In the event the church votes its intent to dissolve, the Corporate Officers shall formulate and publicize a plan of dissolution within 30 days of the church voting for dissolution, and if the church approves the plan of dissolution the Corporate Officers shall execute the plan of dissolution.

**Section 3.** In the event the Corporate Officers are unable or fail to act within said 30 days, the church shall form a Dissolution Committee to formulate and publicize a plan of dissolution within 60 days of the church voting for dissolution. If the church approves the plan of dissolution the Dissolution Committee shall execute the plan of dissolution.

### **Article XII – Operations Manual**

The provisions of the current Operations Manual will remain in effect until a new Operations Manual is prepared and approved by this church. Any items that are in the current By-Laws and not in the Operations Manual will remain in effect until they are listed in the new Operations Manual. In the event of conflict between these By-Laws and the current Operations Manual, or a subsequent Operations Manual, these By-Laws shall be controlling.