

By-Laws of Austin Square Baptist Church

including the **Articles of Agreement**

and Revisions Approved 9/18/84, 1/28/86, 10/19/94, 12/20/00, 9/18/02, and 11/19/03

Articles of Agreement

ARTICLE I

The name of this corporation shall be the Austin Square Baptist Church of Lynn, Massachusetts.

ARTICLE II

The purpose of this corporation is to provide for the assembling together of God's children for Bible reading, prayer, and work; the administration of the New Testament ordinances of the Lord's Supper and Baptism; the maintenance of a preaching and teaching ministry of the Word of God and the proclaiming of the Gospel of the Lord Jesus Christ both at home and abroad unto the salvation of souls and the spiritual growth of believers.

ARTICLE III

The place in which the business of this corporation is to be carried on is Lynn, Massachusetts.

ARTICLE IV

The amount of capital stock to be paid shall be none.

ARTICLE V

The first meeting of the corporators:

Moderator:	Richard P. Sweetser		Frank L. Coombs
Clerk:	Elizabeth P. Casparian		Howard A. Rockdale
Trustees:	Wilbur Bechard	Deacons	Clarence J. Roberts
	James Campbell		Roger S. Brown
	Merton A. Roberts		

Before me, this 25th day of February, 1954.

Edna A. Hersey
Notary Public

Note: *Added September 1984 — The "ARTICLES OF AGREEMENT" on this page are not a part of the Church by-laws.*

***By-Laws of the
Austin Square Baptist Church
Lynn, Massachusetts***

PREFACE

- A.** **The name** of this corporation shall be the Austin Square Baptist Church of Lynn, Massachusetts.
- B.** **The purpose** of this corporation is to provide for the assembling together of God's children for Bible reading, prayer, worship, and work; the administration of the New Testament ordinances of the Lord's Supper and Baptism; the maintenance of a preaching and teaching ministry of the Word of God, and the proclaiming of the Gospel of the Lord Jesus Christ both at home and abroad unto the salvation of souls and the spiritual growth of believers.

C. **CONFESSION**

1. To the extent that the Lord has given me wisdom and understanding, I subscribe to the Covenant and the Articles of Faith of the Austin Square Baptist Church, Lynn, Massachusetts.
2. I believe that I am a sinner by nature and by choice, and as such, am guilty before God.
3. I believe that salvation is by grace alone and that I am saved through faith in Jesus Christ who died and shed His blood as a sacrifice for my sins and arose from the dead as proof of my justification.
4. I know that I have experienced the new birth (regeneration) and have the witness of the Holy Spirit within that I am a child of God.
5. I, therefore, offer myself for Christian service in the fellowship of this assembly and in submission to those who have the rule over me, as a means of expressing my gratitude and obedience to my Saviour and to exalt His name.

D. **COVENANT**

Believing that we were led by the Spirit of God to receive the Lord Jesus Christ as our Saviour and that we were, on the profession of our faith, baptized in the name of the Father, and of the Son, and of the Holy Ghost, we do now in the presence of God, angels, and this assembly, most solemnly and joyfully enter into covenant with one another, as one body in Christ.

We engage, therefore, by the power and aid of the Holy Spirit to walk together in Christian love; to strive for the advancement of this assembly in knowledge, holiness, and comfort; 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 assembly, the relief of the poor, and the spread of the Gospel locally and throughout all nations.

We also engage to maintain family* and secret devotions; to educate our children in the laws and the ways of our Lord; to seek the salvation of our kindred, acquaintances, and communities; 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, malicious gossip, and excessive anger; to submit to the Word of God and the convicting power of the Holy Spirit in all matters and to those spiritual leaders (Elders) whom God has set over us, and to be zealous in our efforts to advance the kingdom of our Saviour.

We further engage by faith and by the grace of God to watch over one another in brotherly love, to remember each other in prayer; to aid each other in sickness and distress; to cultivate Christian sympathy in feeling and courtesy in speech, to be slow to take offense, but always ready for reconciliation, and mindful of the commandments of our Saviour 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 assembly where we can carry out the spirit of this covenant and the principles of God's word.

** Circumstances may prevent including the whole family.*

ARTICLE I

ARTICLES OF FAITH

1. WE BELIEVE in the Scriptures (Old Testament, 39 books and New Testament, 27 books) as verbally inspired by God and inerrant in the original writings, and that they are supreme and final authority in life and faith.
2. WE BELIEVE in one God, eternally existing in three Persons: Father, Son, and Holy Spirit.
3. WE BELIEVE that Jesus Christ was begotten by the Holy Spirit, born of the Virgin Mary, and is true God and true Man.
4. WE BELIEVE that man was created in the image of God; that he sinned, and thereby incurred, not only physical death, but, also, that spiritual death which is separation from God; and that all human beings are born with a sinful nature.
5. WE BELIEVE that the Lord Jesus Christ died for our sins according to the Scripture, as a representative and substitutionary sacrifice; and that we who believe in Him are justified on the ground of His shed blood.
6. WE BELIEVE that all who receive by faith the Lord Jesus Christ as their personal Savior are born again of the Holy Spirit and thereby become children of God.

7. WE BELIEVE that all whom God the Father has given to the Lord Jesus Christ will most certainly be redeemed.
8. WE BELIEVE that the Holy Spirit indwells all believers, that He is their comforter and guide, and that He seals them unto the Day of Redemption.
9. WE BELIEVE the Church of Christ to be the entire company of believers, baptized by the Holy Spirit into one body.
10. WE BELIEVE in the resurrection of the crucified body of our Lord and in His ascension into Heaven, where He now intercedes for us as High Priest and Advocate.
11. WE BELIEVE in the personal bodily return of our Lord and Savior Jesus Christ.
12. WE BELIEVE in the bodily resurrection and judgment of the saved and the bodily resurrection and judgment of the lost; the everlasting blessedness of the saved and the everlasting punishment of the lost.
13. WE BELIEVE in the existence of Satan, the deceiver and god of this present world; that he was defeated and judged at the cross, and therefore, his final doom is certain.
14. WE BELIEVE the two scriptural ordinances given to the local church are Baptism by immersion, of believers only; and the Lord's Supper, to be partaken of by believers only.

Note: *For a fuller expression in a confessional form of what we teach, we refer to The Baptist Confession of Faith of 1689 (Second London), with certain articles clarified.*

ARTICLE II ORGANIZATION

Section 1 No distinction shall be made between this assembly as a religious body and as a corporation. The assembly becomes an incorporated body that it may hold its property and manage its affairs without interference or control on the part of others.

Section 2 This assembly consists of the local body of believers who compose it. The government of this body is vested in the officers elected by the assembly.

Section 3 Assembly Officers. The officers of the assembly shall be the Elders and Deacons. Unless otherwise specified herein, any Assembly Officer may serve ex-officio on any committee or board with the concurrence of the Elders.

Section 4 Corporation Officers. The officers of the corporation shall be a Moderator, a Vice-Moderator, a Clerk, a Treasurer, and Assistants as required, all to be elected assembly members.

Section 5 All functions, organizations, departments, officers, and members of the assembly and

corporation are accountable directly or indirectly to the Elders. The Elders may assign responsibilities, and commensurate authority and accountability, to various committees and individuals. Such assignments should be documented.

Section 6 Every person holding office in the organizations and departments of the assembly must subscribe to the Confession.

Section 7 Operating procedures or guidelines may be issued as needed provided they do not conflict with these By-laws.

Section 8 Gifted men who are not recognized as Elders may engage in public preaching and teaching provided they are godly in character and walk; but the exercise of their gift must be under the direction and control of the Elders.

Section 9 It shall be the right of this assembly to "Ordain to the Gospel Ministry" or to "License to Preach" any man who it esteems as qualified.

Section 10 Weddings may be held in corporation owned facilities at the discretion of the Elders, except that this approval shall be automatic when both parties are members of the assembly.

ARTICLE III MEMBERSHIP AND BAPTISM

Section 1 Candidates for baptism and membership shall meet with the Elders to satisfactorily relate their Christian experience. The Elders shall present fit candidates before the assembly to give public declaration of faith.

Candidates desiring membership shall subscribe to the Confession and have been baptized as a believer. Baptism by immersion is the only method we find endorsed by Scripture — signifying our identification with the death and resurrection of Christ (Rom. 6:4) — and is the sole form administered at Austin Square (except in cases where health or time prohibit, to be determined by the Elders). The assembly shall vote on membership candidates in order to wed the assembly together.

Section 2 A member in good standing who desires to unite with another assembly may request, or ask the other assembly to request, that a letter of dismission be forwarded, by the Clerk, to the other assembly. The Elders may authorize this action which shall be reported publicly and duly recorded.

Section 3 A member who has already united with another assembly may be removed from membership upon written notification from either the member or the other assembly, or upon verification that the member has united with the other assembly. The Elders may authorize this removal from membership which shall be reported publicly and duly recorded. At the discretion of the Elders, their report may include circumstances which resulted in their action.

Section 4 Members at their own written request may ask to be removed from membership. After confirmation by the Elders, such request will be reported publicly and duly recorded. At the discretion of the Elders, the member's request may be read publicly.

Section 5 Upon recommendation of the Elders, the assembly may remove from membership any member who contributes no financial support to the assembly and attends none of its stated meetings for six months or more. Prior to making such a recommendation, the Elders shall have investigated the matter and made every reasonable effort to contact the member and receive a response.

Section 6 Associate Members. Members who move away from our area and who cannot find another local assembly with which they can conscientiously unite with, at their request, be retained as associate members of this assembly. Such persons must maintain regular communication with the assembly in order to maintain their associate membership in it. Nevertheless, they are urged to seek diligently an assembly with which they can unite elsewhere. An associate member shall not be allowed to vote in any business meeting of the assembly. At the discretion of the Elders, associate membership may also be granted to invalids, Christian workers, and others whose relation to the assembly involves unusual circumstances.

ARTICLE IV DISCIPLINE

Section 1 In all cases without exception, of offenses between individual members, the rules in Matthew 18:15-17 shall be strictly observed.

Section 2 If any member shall be found in conduct, by work or deed, not according to the Word of God, the Elders shall, in love, confront such a one with the fault. No member shall be disciplined without first having an opportunity to meet with the Elders in an effort to resolve the differences. If the sin continues, the Elders shall report to the assembly the appropriate discipline and reason which shall be made a matter of record. Removal from membership for disciplinary reasons requires a vote of the assembly.

ARTICLE V RESTORATION OF MEMBERS

Section 1 Anyone disciplined for whatever offense and who desires restoration must give to the Elders satisfactory evidence of repentance and reformation. Upon recommendation by the Elders to the assembly, the individual may be accepted and restored to membership if the individual gives public declaration of repentance.

Section 2 Restoration to membership shall in no case include automatic restoration to any office held prior to such discipline. At the discretion of the Elders, counseling and/or limitations upon service may be placed as conditions of restoration.

ARTICLE VI
GOVERNMENT OF THE ASSEMBLY

Section 1 General. The Lord Jesus Christ alone is the Head of the Church, local or universal¹. He rules and governs His church through leaders who are men. Scripture defines only two offices: Elders² (also called Bishops and Pastors) and Deacons³. Both offices refer to men only.

Such men the Lord both equips⁴ and appoints by the Holy Spirit⁵ to carry out a threefold ministry. This god-directed ministry is primarily called worship⁶. There is also a ministry of fellowship for the believers⁷ in which they are taught the Word of God⁸ and by which they are equipped for ministries⁹ according to the gifts with which the Holy Spirit has graced them¹⁰. Furthermore, there is a ministry to the world carried out in evangelism¹¹ coupled with meeting the needs of the poor¹², the sick, and doing good to all as we have opportunity¹³.

Section 2 Selection and Appointment of Elders and Deacons. Any man at least twenty one years of age who is assured he is called of God to the office of Elder or Deacon and that to the best of his understanding and capacity he is qualified, shall present his candidacy to the Elders through any Elder. The Elders shall meet with the candidate to discuss his qualifications, reputation, and the duties. If the candidate and the Elders agree that he would be considered for the office, the Elders shall submit his name to the assembly for its confirmation at a duly called business meeting. Elders and Deacons shall serve as long as they are faithful to their calling and have the confidence of the assembly.

Section 3 Termination of Appointment. The appointment of an Elder or Deacon may be terminated in one of the following ways:

- a) By withdrawal from the assembly,
- b) By voluntary resignation,
- c) By necessary disciplinary action,
- d) By action of the assembly at a business meeting of which public notice was read from the pulpit on two Sunday mornings preceding the meeting.

Section 4 Elders.

- A. Elders are the rulers in and over the local assembly¹⁴, and being so by divine appointment¹⁵ are foremost accountable to God¹⁶. Elders are responsible for the oversight of the total ministry of the assembly, the spiritual ministrations of the assembly, the implementation of discipline, and the oversight of the souls of the assembly members.
- B. The number of Elders shall not be fixed. Normally there should be a plurality of Elders in a local assembly¹⁷. The assembly should endeavor to discover all the men whom the Holy Spirit has endowed with the requisite gifts and graces and who give evidence of having the scriptural qualifications for Elders particularly given in 1 Timothy 3:1-7 and Titus 1:5-9 — but only such men — and, after formally recognizing them, to set them apart by united prayer and then to submit to their authority. Thus the assembly will have confidence that they have confirmed the overseers whom the Holy Spirit has set over them¹⁸.

- C. If the number of Elders in office and active is less than three, the Elders shall recommend to the Deacons the names of at least two Deacons to be appointed to help the Elders. Such appointments shall be made with the unanimous agreement of all incumbent Elders and Deacons, shall be reported publicly and duly recorded, and shall be reviewed at least once a year. Decisions/actions by the Elders shall be made with the advice of the Deacons serving in this capacity.

If the board of Elders should ever become unoccupied, the Deacons shall fulfill the responsibilities listed in Article VI, Section 4 and Article VII, Section 1a until new Elders are appointed. The board of Deacons shall also be responsible for examining qualified men for Eldership, and then making recommendations to the assembly concerning the candidacy of any new Elders.

- D. While Elders are overseers of the assembly, they are themselves members of the assembly. Therefore, each Elder is under the oversight of his fellow Elders and is subject to the same discipline as all members of the assembly. An accusation against an Elder, however, must be made by two or three witnesses¹⁹.
- E. Because the responsibilities of this office are numerous and grave, it is highly desirable that at least one Elder devote his full time to the work of the ministry and the oversight of the assembly. Such Elders are usually referred to as "Pastors", not to the exclusion of the others for they all share the pastoral responsibility, but because they labor in the Word and teaching²⁰. The assembly is responsible to give adequate financial support to such men²¹ and it is free to invite men from outside the local assembly to come into its midst and serve in this capacity. Any man thus called must be able to conscientiously subscribe to the Covenant, the Articles of Faith, and the By-laws of the assembly. Should he at any time move from this position, he is under spiritual and moral obligation to make this known to the assembly. (See Article VII, Section 1.)

Section 5 Deacons.

- A. Deacons are responsible for duties assigned by the Elders and particularly to administer the ordinary business, secular affairs, and benevolent concerns of the assembly. Deacons must perform their duties in cooperation with and in subjection to the Elders.
- B. The number of Deacons shall not be fixed. The Elders may request that the assembly appoint as many as are needed for the work to be done from among the men who give evidence of having the scriptural qualifications for that office, particularly given in Acts 6:3 and 1 Timothy 3:8-13.
- C. The Deacons shall have the power to buy, sell, transfer, exchange, and deliver the securities entrusted to their care, holding all certificates of stock and other evidence of ownership in the name of the corporation, and shall authorize the Treasurer of the Corporation to execute such instruments of transfer as may be required. These actions may only be taken after vote of the assembly.
- D. In circumstances where law requires action by "Trustees" the Deacons shall be known as "Trustees".

- E. The Deacons shall have charge of the assembly's financial affairs including the preparation, presentation, and administration of the Annual Budget. This budget shall be reviewed by the Elders and Moderator at least 30 days prior to its presentation. The Deacons shall act as financial advisors to all organizations and committees of the assembly. All items outside of the approved budget shall be submitted to the Deacons for their consideration before being presented for action by the assembly.
- F. The Deacons shall establish guidelines for the use of the assembly's facilities. They shall be responsible for the maintenance, insurance, and repair of all assembly properties, both real and personal, at costs not to exceed such money as shall be voted by the assembly. The foregoing notwithstanding, the Deacons shall be authorized to expend funds for situations of an immediate nature which endanger assembly property. These responsibilities may be delegated.
- G. The Deacons shall administer the Fellowship Fund. They shall assure that the Fund records are audited prior to the Annual Meeting by a person other than the Fund Treasurer and that the results are reported at the Annual Meeting.
- H. A Deacon, unanimously approved by the Deacons, shall be authorized to make disbursements from assembly funds for assembly business in the absence of the Treasurer and Assistant Treasurer(s).
- I. The Deacons shall assure that all financial books of all treasurers and organizations connected with the assembly are adequately audited prior to the Annual Meeting, and that a written report of the audit is presented at the Annual Meeting.

Section 6 Sabbaticals for Assembly Officers. There are no term limits set forth for the office of Elder or Deacon. His ministry shall be continuous, as long as he meets the biblical qualifications listed under each office and the standards outlined in Article VI, Section 2. However, if the Elders deem it necessary, or upon the request of the office bearer, up to a one year sabbatical may be granted for spiritual or physical refreshment and increase. This consideration may be for the officer personally and/or in regard to his family. After the sabbatical, the Elders will determine if he is able once again to take up his duties as office bearer. If after this time the Elders do not see that he is fit or able to perform these responsibilities, he will be required to relinquish the office at that time for the good of the assembly.

ARTICLE VII MINISTERS

Section 1 Pastor.

- A. When a vacancy occurs in the pastorate, the Elders shall recommend and the assembly shall elect a Pulpit Committee. The Elders shall be ex-officio (voting) members. When after due process of examination and elimination of suggested men, the committee has agreed upon one man and has received a favorable answer from him, he shall be invited to fill the

pulpit. After the man has preached and has otherwise met with the unanimous approval of the Pulpit Committee, the committee shall report to the assembly at a business meeting of which public notice was read from the pulpit on the two Sunday mornings preceding the meeting. If the required vote is not obtained, the Pulpit Committee shall proceed as before to select another candidate to present to the assembly.

- B. When he assumes his duties a Pastor becomes a member of the assembly and an Elder.
- C. A Pastor shall serve for an unlimited period but the relation between the Pastor and the assembly may be dissolved at the option of either by giving three months notice; or otherwise by mutual consent. The conditions and settlements of termination shall be in writing and entered in the Clerk's records.
- D. Terms of call (e.g. salary, vacation, etc.) shall be set at the time the call is extended and shall be entered in the Clerk's records. Unless otherwise controlled, subsequent revisions shall be at the discretion of the Elders and, when permanent, shall be publicly reported and entered in the Clerk's records.
- E. Expense incurred by the Pulpit Committee shall be borne by the assembly.

Section 2 Staff Assistants or Associates.

- A. When the Elders deem it appropriate and, with concurrence of the Deacons, financially feasible to add additional staff assistants or associates, they shall so recommend to the assembly at a duly called business meeting. The recommendation should include considerations such as title, duties, compensation, etc. Unless otherwise voted, the Elders shall have the authority to select the individuals to fill the approved positions.
- B. Resignation of a staff assistant or associate requires one month's notice to the Elders unless waived by mutual consent. When necessary, the Elders may, for good reason, dismiss a staff assistant or associate. The conditions and settlements shall be in writing and entered in the Clerk's records.

ARTICLE VIII CORPORATION OFFICERS

Section 1 Moderator. The Moderator shall be the official head of the corporation. He shall cause public notice of the Annual Business Meeting to be read on the two Sunday mornings preceding the meeting. He shall call other business meeting at his own discretion, or when requested by the Elders, by the Deacons, or by 10% of the active membership, and shall cause notice of such meetings to be read at least on the last Sunday morning preceding the meeting. He shall be an ex-officio (voting) member of all committees except the Elders, Deacons, and Nominating.

Section 2 Vice-Moderator. The Vice-Moderator shall assume the duties of the Moderator in his absence and assist the Moderator as mutually agreed.

Section 3 Clerk. The Clerk shall keep an accurate record of the doings of the assembly and conduct its correspondence, shall keep a faithful register of the membership with date of baptism, admission, dismissal, and death, shall keep on file all important communications and valuable papers of the assembly, and shall perform all other duties pertaining to the office.

Section 4 Treasurer. The Treasurer shall have charge of the funds of the assembly and shall present an annual written report, properly audited, of all receipts and disbursements. Upon request, the Treasurer shall report at other business meetings. The Treasurer shall meet with the Deacons during preparation of the proposed Annual Budget.

Section 5 Assistants. Elected assistants (e.g. Assistant Clerk, Assistant Treasurer) shall assume the duties of those they assist in their absence and assist them as mutually agreed.

ARTICLE IX COMMITTEES AND OTHER FUNCTIONS

Section 1 Women's Service Board. The Elders may appoint some lady members to a Women's Service Board to be particularly concerned for the spiritual welfare of women members, have a ministry to sick or needy women, and perform other assigned duties. Note: This position is not comparable to that of a (male) Deacon.

Section 2 Finance Committee. The Finance Committee shall be accountable to the Deacons and shall consist of as many assembly members as are needed for the work to be done. In addition, the Treasurer and Assistant Treasurer may serve on this committee if they so desire. The committee shall count all monies received during religious services and receive all other contributions to the assembly (except the Fellowship Fund), keeping an accurate record thereof. At least two members should be present during the count of regular offerings. The committee shall assure that regular bank deposits are made of all receipts and forward reports of the same to the Treasurer. Whoever takes the money to deposit it shall give a receipt for it to the committee. The committee shall provide suitable envelopes for the convenience of contributors for their records and issue annual receipts to them.

Section 3 Nominations.

- A.** The Nominating Committee shall consist of representatives from the Elders and/or Deacons appointed by the Elders, and as many other assembly members elected by the assembly as are needed for the work to be done, but no less than seven total. The Elders shall appoint the chairman. In addition, the Clerk and Moderator shall be advisory (non-voting) members of the Nominating Committee. The Nominating Committee shall submit to the Annual Business Meeting a slate of names, with terms of office, to fill the following functions if the incumbent's term will expire: Moderator, Vice-Moderator, Clerk, Treasurer, Finance Committee, and other committees or individual functions as directed by the Elders or the assembly.
- B.** Incumbent office holders and committees, cognizant of the responsibilities involved in their particular areas of service and that the term of some of their number may or will expire each year, may submit to the Elders for consideration by the Nominating Committee the

names of persons as possible nominees.

Section 4 Additional committees/functions may be elected by the assembly or appointed by the Elders or Deacons. At least the chairman shall be an assembly member.

Section 5 Unless otherwise ordered, each committee shall elect its chairman at a previously announced meeting, during which the Moderator shall preside.

Section 6 Each committee shall keep a written record of all meetings. This record shall be available to all members of the committee.

Section 7 If vacancies occur or additions are needed during the fiscal year, the Elders may appoint the replacements or additions except that vacancies in or additions to Assembly or Corporation Offices. (See Article II, Sections 3 and 4) shall be filled by the assembly based on recommendations of the Elders.

ARTICLE X MEETINGS

Section 1 Spiritual Meetings.

- A. Public worship shall be ordinarily observed each Sunday morning and evening.
- B. A meeting for prayer and study shall be ordinarily held on some evening of the week other than Sunday, the particular evening to be determined by the Elders.
- C. The Lord's Supper shall be observed, unless otherwise ordered, on the first Sunday of each month. All who sincerely love our Lord Jesus Christ and have publicly professed their faith in Him, and are striving to do His will, shall be invited to partake.
- D. Other devotional meetings may be scheduled by the Elders as in their judgment may seem best. Special meetings relating to assembly work may be called by the Elders.

Section 2 Business Meetings.

- A. The Fiscal year shall end the last day of June. The Annual Budget shall be presented and voted upon at a Special Business Meeting the second Wednesday after the first Sunday in June, and shall take effect on July 1st of that year.
- B. There shall be an annual meeting of the assembly on the second Wednesday after the first Sunday in September, unless otherwise ordered by the Moderator.
- C. Other business meetings shall be held as required.
- D. Twenty five percent of the active membership shall constitute a quorum.

- E. All active members in good standing who have attained the age of eighteen years are entitled to vote.
- F. Unanimity of heart and mind under God shall at all times be sought and prayed for (Acts 6:5), but when unanimity is not realized, not less than a two-thirds majority of the members present and voting shall be required to make a resolution valid.
- G. In all questions of parliamentary procedure not covered by these By-laws, the latest edition of *Robert's Rules of Order* shall be followed.
- H. Officers and committees who are elected or whose appointment is reported at the Annual Business Meeting shall assume their duties on the first of October unless otherwise ordered. Those elected at other business meetings shall assume their duties upon election.
- I. The term of a committee or individual (either elected or appointed) shall cease at the end of September unless otherwise defined in the By-laws or in the report of appointment or in the vote to elect.

ARTICLE XI

DISPOSITION OF PROPERTY

Section 1 In the event of the dissolution of this organization, all assets shall be apportioned to the missionary agencies which received regular contributions from the assembly in the last fiscal year — after all debts have been paid. No part of the assets shall go to any donor, member, director, or officer of the assembly, nor shall any private individual be entitled to share in the distribution of the assets.

Section 2 In the event of schism within the organization, all the property shall go to that group that adheres to the adopted Articles of Faith and these By-laws. No part of the assets shall go to any member, individual or group which separated from the assembly.

ARTICLE XII

AMENDMENTS

Section 1 Any changes or additions to these By-laws can be made at a duly called business meeting of the assembly provided that notice of such change or addition has been given to the assembly at least thirty days prior to such meeting. All proposed changes or additions shall be approved by the Elders prior to the thirty day notice being served.

NOTES

1. EX-OFFICIO

A. The following is quoted from *Robert's Rules of Order*:

"An ex-officio member of a committee or Board is one who is a member by virtue of holding some particular office. If the office is under the control of the Society, then there is no distinction between the ex-officio member and the other members. But if the ex-officio member is not under the authority of the Society, he has all the privileges but not of the obligations of membership; as where the Governor of a State is ex-officio a manager of a trustee of a private academy. Sometimes the by-laws provide that the President shall be an ex-officio member of every committee, in such case it is evidently the intention to permit, not to require, him to act as a member of the various committees, and therefore in counting a quorum he should not be counted as a member. The President is not a member of any committee except by virtue of a special rule, unless he is so appointed by the assembly."

B. Application to Austin Square Baptist Church By-laws.

All officers are considered to be "under the control of the Society": i.e. The Austin Square Baptist Church. Therefore there is no distinction between an ex-officio member of a committee and other committee members. The ex-officio member is a voting member of the committee, but, although he is permitted, he is not required to act as a member of the committee; and if counting of a quorum for a committee meeting is applicable, he should not be counted.

FOOTNOTES

ARTICLE VI — GOVERNMENT OF THE ASSEMBLY Section 1: **General**

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|---------------------------------------|------------------------------|
| ¹ Col. 1:18 | ⁸ Acts 2:42 |
| ² Acts 20:28 | ⁹ Eph. 4:12 |
| ³ Phil. 1:1, 1 Tim. 3:8-13 | ¹⁰ 1 Cor. 12:4-10 |
| ⁴ Eph. 4:10-11 | ¹¹ Matt. 28:18-19 |
| ⁵ Acts 20:28 | ¹² Gal. 2:10 |
| ⁶ John 4:23,24 | ¹³ Gal. 6:10 |
| ⁷ 1 John 1:3 | |

ARTICLE VI — GOVERNMENT OF THE ASSEMBLY Section 4: **Elders**

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|---------------------------|---|
| ¹⁴ Heb. 13:17a | ¹⁸ Acts 20:28 |
| ¹⁵ Acts 20:28 | ¹⁹ 1 Tim. 5:19-20 |
| ¹⁶ Heb. 13:17b | ²⁰ 1 Tim. 5:17 |
| ¹⁷ Acts 14:23 | ²¹ 1 Cor. 9:9-14, 1 Tim. 5:17-18 |

Note: The notes on this page are not an official part of the By-laws of the Austin Square Baptist Church.