

BY-LAWS ESTABLISHED FOR
ANCHORAGE BAPTIST TEMPLE, INC.

6401 E NORTHERN LIGHTS BLVD

ANCHORAGE, ALASKA 99504

ARTICLE I ORGANIZATION

- Section 1** This Church shall be known as Anchorage Baptist Temple, Inc.
- Section 2** This Church shall not recognize any ecclesiastical authority of any other church, Convention, Fellowship, Organization of churches or individuals in the conduct of its affairs, either financial or spiritual.
- Section 3** (a) This congregation is organized as a church exclusively for religious and church purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Revenue Law), including, but not limited to, for such purposes, the establishing and maintaining of religious worship, the building, maintaining and operation of churches, parsonages, schools, chapels, radio stations, television stations, rescue missions, print shops, day care centers, camps, nursing homes, and cemeteries, and any other ministries that the Church may be led of God to establish.

(b) The Church shall also ordain and license men to the Gospel ministry; evangelize the unsaved by the proclaiming of the gospel of the Lord Jesus Christ; educate believers in a manner consistent with the requirements of Holy Scripture, both in Sunday and weekday schools of Christian education; maintain missionary activities in the United States and any foreign country and engage in any other ministry that the Church may decide, from time to time, to pursue in obedience to the will of God.

Section 4 The legal and administrative affairs of this Church relating to all real and personal property shall be under the management of the Pastor and Board of Deacons who both shall also make up the Board of Directors of the Corporation. The Pastor and Board of Deacons shall be elected by the Church.

Section 5 The Pastor shall be the Moderator of the Church, and by virtue of his office, shall be a member of the Board of Directors.

Section 6 Not less than three (3) members shall comprise the Board of Directors, who shall hold their office until their respective successors are elected and qualified.

ARTICLE II MEMBERSHIP

Section 1 Members are those who have met the qualifications under Article II, Section 2, Qualifications for Membership.

Section 2 QUALIFICATIONS FOR MEMBERSHIP

Upon a majority vote of the members present at any Church service or meeting, membership shall be extended to all who have had and whose lives evidence a genuine experience of regeneration through faith in and acceptance of the Lord Jesus Christ as personal Savior; who renounce sin; who endeavor to live a consecrated life wholly unto the Lord; who fully subscribe to the Statement of Faith of this Church; who enter into the Church covenant and who regularly attend and financially support the Church with tithes and offerings; and upon compliance with any of the following conditions:

- (a) By baptism - Any person professing faith in the Lord Jesus Christ, giving evidence of regeneration, and accepting the Statement of Faith and the Covenant held by this Church may, upon baptism, be received into its membership.
- (b) By letter - Members of other churches of the same faith and order may be received by letter of recommendation and dismissal from their respective churches.
- (c) By statement - Those who have scripturally been baptized and who accept the view of faith and practice as adopted by this Church, may be received by their Statement of faith.

Section 3 Excluded members may, by a majority vote, be restored to membership on confession of their error and by giving evidence of their repentance and by a recommendation of the Pastor (or the Board of Deacons if the office of Pastor is vacant.)

Section 4 DUTIES OF MEMBERS

On becoming a member of this Church, in addition to the covenant of this Church, each one further covenants to love, honor, and esteem the Pastor; to pray for him; to recognize his authority in spiritual affairs of the Church; to cherish a brotherly love for all members of the Church; to support the Church in prayer, tithes, offerings, and with other financial support as the Lord enables; and in accordance with Biblical commands to support through a lifestyle walk affirmation of the beliefs and practices of the Church.

Section 5 PRIVILEGES OF MEMBERSHIP

This congregation functions, not as a pure democracy, but as a body under the Headship of the Lord Jesus Christ and the direction of the Pastor as the undershepherd with the counsel of the Board of Deacons. Membership in this Church does not afford those individuals with any property, contract, or civil rights based on principals of democratic government. Determination of the internal affairs of

this Church are ecclesiastical matters and shall be determined exclusively by the Church's own rules and procedures. The Pastor shall oversee and/or conduct all aspects of this Church. The Board of Deacons shall give counsel and assistance to the Pastor as requested by him. The membership of the Church has certain limited areas of exercising a vote. Members may not vote to initiate any Church action, but rather the vote of a member is to confirm and ratify the direction of the Church as recommended by the Pastor or the Board of Deacons if there is no elected Pastor.

Section 6 DISCIPLINE OF A MEMBER OR NONMEMBER WHO ATTENDS

(a) There shall be a Discipline Committee consisting of the Pastor and the Board of Deacons. These men shall have sole authority in determining heretical deviations from the Statement of Faith and violations of the Church covenant. If the Pastor or Deacon is the subject of a disciplinary matter, he shall not sit as member of the Discipline Committee. He shall be entitled to the same steps as other Church members and be subject to the same discipline.

(b) Members are expected to demonstrate special loyalty and concern for one another. When a member becomes aware of an offense of such magnitude that it hinders spiritual growth and testimony, he is to go alone to the offending party and seek to restore his

brother. Before he goes, he should first examine himself. When he goes, he should go with a spirit of humility and have the goal of restoration.

(c) If reconciliation is not reached, a second member, either a Deacon or the Pastor, is to accompany the one seeking to resolve the matter. This second step should also be preceded by self-examination, and exercised in a spirit of humility with the goal of restoration.

(d) If the matter is still unresolved after the steps outlined in subsections (b) and (c) have been taken, the Discipline Committee, as the Church representatives biblically responsible for putting down murmuring, shall hear the matter. If the matter is not resolved during the hearing before the Discipline Committee, the Committee may recommend disciplinary action and/or exclude the offending member or nonmember from the Church membership and/or attendance at church services or activities.

Section 7 WITHDRAWAL FROM MEMBERSHIP

Membership in this Church shall terminate as follows:

(a) By granting a letter of dismissal to a Baptist Church.

(b) By granting certificates of standing to those members who desire to unite with other evangelical churches.

(c) By erasure of members who are known to be deceased, or who have joined some other church, and those who request that their names be dropped from the membership or who fail to attend any church services for a period of six months may be erased from the roll automatically without notice from the Church. Upon good cause being shown to the Pastor, this provision of termination may be waived by the Pastor.

(d) By expulsion of the Discipline Committee.

(e) By holding membership in another church. If any member unites in membership with another church, that person is automatically terminated without notice from membership in the Church.

(f) By resigning at any time, but no letter of transfer or written statement of good standing will be issued upon such resignation, except at the discretion of the Pastor.

ARTICLE III OFFICERS OF THE CHURCH

Section 1 The Church officers are the Pastor, members of the Board of Deacons, Secretary of Records, and Secretary of Finance. All officers shall:

- (a) Be faithful to all the public services of the Church.
- (b) Be loyal to the Church approved program.
- (c) Be separated from worldliness.

Section 2 As an accommodation to legal relationships outside the Church, the Board of Deacons and the Pastor, by virtue of his office, shall serve as the Board of Directors. With being elected as Pastor, the Pastor is also being elected for an indefinite term, to the Board of Directors on which he shall serve as long as he continues to serve as Pastor. With being elected to the Board of Deacons, that Deacon is being elected to serve on the Board of Directors as long as he is serving on the Board of Deacons.

Section 3 DESIGNATION OF CORPORATE OFFICERS

As an accommodation to legal relationships outside the Church, the Pastor shall serve as President of the Corporation; a Church Secretary appointed by the Pastor shall serve as Secretary of the Corporation; the Financial Administrator appointed by the Pastor shall serve as Treasurer of the Corporation; and the Chairman of the Board of Deacons shall serve as Vice-President of the Corporation.

ARTICLE IV ELECTION OF OFFICERS

Section 1 The Pastor shall be elected by a majority vote of the congregation for an indefinite term which shall terminate upon thirty (30) day written notice by either the Pastor or the Church.

Section 2 The election of members of the Board of Deacons shall be at the Annual Administration Meeting.

Section 3 Deacon Board members shall be elected by the Church to serve a term of two years as follows:

(a) The Board of Deacons each year shall establish the number of positions on the Board. There shall always be a minimum of three.

(b) The Board of Deacons will be a rotating Board in which one half (1/2) of the Board will be elected each year.

(c) The Board of Deacons and Pastor at the Annual Church Administrative Meeting will nominate one or more candidates for the open positions on the Board of Deacons. These candidates shall be members twenty-one (21) years of age or older, who have been members for at least one year, and who meet the qualifications as given in Acts 6:1-6 and I Timothy 3:8-13, and other qualifications called out in these by-laws.

(d) The Church shall elect or ratify the candidates by a majority vote the candidates they desire to be on the Board of Deacons. In the case of a tie, if needed, the Deacon Board and Pastor shall immediately order a new election, by ballot for the office in which the tie shall have occurred.

(e) A Deacon at the end of his term in office may be renominated by the Board to run for the Board of Deacons.

(f) All terms of office shall terminate when one's successor has been elected.

(g) Vacancies that occur for any reason before the term of office has expired may be filled by appointment by the remaining Board of Deacons and Pastor. Appointments shall serve until the next Annual Church Administrative Meeting at which time an election shall be held.

(h) The Board of Deacons shall meet each year after the annual election to select from their own number, a Chairman, Vice-Chairman, and a Secretary, the Chairman of the Board of Deacons shall also serve as the Vice-Chairman of the Board of Directors, and the Secretary of the Board of Deacons shall serve as Secretary of the Board of Directors.

Section 4 The Secretary of Records and the Secretary of Finances shall be appointed by the Pastor and may or may not be an employee of the Church. They shall serve at the pleasure of the Pastor and can be removed or replaced at the discretion of the Pastor without formal notice.

ARTICLE V DUTIES OF THE OFFICERS

Section 1 (a) The Pastor shall be the Moderator of the Church, a member of the Board of Directors, Chairman of the Board of Directors, and for legal purposes President of the Corporation. He may call the Board of Deacons/Directors of the Corporation, together for

special meetings to transact the administration of the Church; he shall devote his time and energies to the welfare of the Church. He shall have direction of all the Sunday School, the bus ministry, revivals, Christian School, special meetings, television and radio, guest speakers, scheduling the use of the Church building, and all other general activities of the Church. He is authorized to spend the Church's monies according to the Annual Church Financial Management Estimates, for the general, mission, and building funds, as well as any other Church projects including building programs, remodeling, television, mission projects, and any other Church projects. The Annual Church Financial Management Estimates shall be approved by the Board of Deacons. The Pastor may hire employees to assist him in carrying out the work of the Church.

(b) All Church staff, whether paid or volunteer, shall be under the supervision of the Pastor who has the sole authority to hire, appoint, or dismiss the same. He shall have the authority to set the salaries of Church employees except his own, which shall be set by the Board of Deacons.

Section 2 It shall be the duty of the Board of Deacons to assist the Pastor in a manner as he shall request; to visit the sick, to make provision for the observance of the

Lord's supper, to co-operate with and assist the Pastor in the performance of his duties, and to set the Pastor's salary. The Board of Deacons, along with the Pastor, shall constitute the Board of Directors of the Corporation.

Section 3 The Board of Deacons and Pastor shall present a Financial Management Estimate to the Church each year for perusal. The Board of Directors shall be able to buy properties for the Church and sell properties of the Church except the main Church property located at 6401 E Northern Lights Blvd, which can only be sold by a 2/3 majority vote of the Church.

Section 4 THE SECRETARY OF RECORDS

The Secretary of Records shall see that a record of Church proceedings; of the membership roll; of all baptisms; of certificates of ordination, licenses, and commissions as directed by the Church is kept, and preserve all documents, papers, and letters. All records are to be kept in the Church office, and delivered to any successor upon leaving office. The Secretary shall see that an account is kept of any special events in the life of the Church which are of historical interest. The Secretary of Records shall also serve as the Secretary of the Corporation.

Section 5 THE SECRETARY OF FINANCE

The Secretary of Finance shall account for funds contributed to the Church and shall disburse the same as ordered by the Pastor. He shall prepare a monthly written report of itemized disbursements and income and make a general report of the year for the Annual Church Administration Meeting as ordered by the Pastor. All expenditures of the Church, except miscellaneous petty cash disbursements shall be paid by check. The Secretary of Finance shall also serve as Treasurer of the Corporation.

Section 6 Any three of the officers of the Corporation:

President of the Corporation/Pastor, Chairman of the Board of Deacons, Secretary of Record, or Secretary of Finance shall be authorized to sign for, on behalf of the Church, the necessary legal papers required to borrow money, sell or buy property, but shall not sign to borrow money, sell or buy property unless instructed to by the Board of Directors.

ARTICLE VI CHURCH ADMINISTRATION MEETINGS

Section 1 Annual Administration Meeting - An Annual

Administration Meeting shall be held during the first quarter of the year and announced at least one week in advance.

Section 2 Special Administration Meetings - A Special

Administration Meeting can be called at any time by

the Pastor or the Board of Deacons and Church matters may be transacted as long as there is no objection. If there is any objection, then the special meeting must be announced one week in advance.

Section 3 Quorum for an Administration Meeting shall be twenty five (25) voting members or one third (1/3) of the voting membership, whichever is less.

Section 4 Qualifications to vote are: (1) Eighteen (18) years or older and (2) a member of the Church as determined by Article II above.

Section 5 The Pastor of the Church or, in his absence, the Chairman of the Board of Deacons, shall act as Moderator in all meetings for the transaction of Church administration.

Section 6 For a Church vote to terminate the Pastor, a 30 day notice must be given to the membership by the Board of Deacons. By a majority vote, the Pastor may be terminated. Notice to the Pastor of termination shall be given by the Board of Deacons.

Section 7 It shall be the duty of the Moderator to keep order and state and explain propositions.

Section 8 The Moderator shall cause the meeting to be opened and closed.

Section 9 The Moderator at the Annual Administration Meeting, shall call for the matters of the Church in the following order:

- (a) Read the minutes of the previous meeting.
- (b) Present the candidates for membership.
- (c) Old matters.
- (d) New matters.
- (e) Present annual general and mission financial reports for perusal.
- (f) Adjourn.

Section 10 Two thirds (2/3) of the members present shall constitute a majority of the Church in any vote.

Section 11 The fiscal year of the Church shall begin on January 1st and close on December 31st of the same year.

ARTICLE VII WORSHIP SERVICES

Section 1 Sunday meetings: The Church shall meet regularly every Lord's Day for public worship of Almighty God.

Section 2 Midweek meetings: The Church shall meet during the week on Wednesday evening for Bible study and prayer.

Section 3 The Lord's Supper: The Church shall observe the ordinance of our Lord's Supper.

ARTICLE VIII DESIGNATED CONTRIBUTIONS

From time to time the Church, in the exercise of its religious and church purposes, may establish various funds to accomplish specific goals. Contributors may suggest uses for their contributions, but all suggestions shall be deemed advisory rather than mandatory in nature. All contributions made to specific funds or otherwise designated will be used for these purposes if feasible, but shall remain subject to the exclusive

control and discretion of the Board of Deacons and Pastor. No fiduciary obligation shall be created by any designated contribution made to the Church other than to use the contribution for the general furtherance of any of the purposes stated in Article I, Section 3.

ARTICLE IX BY-LAWS

Section 1 These By-laws other than the By-laws relating to the number of Board members, may be altered, amended, or suspended at a Special or Annual Church Administration Meeting by a majority vote of the members present and voting.

ADOPTION

These By-laws were recommended by the Pastor and Board of Deacons and adopted by the Church at the Annual Administration Meeting on _____ and supersedes any other By-laws of Anchorage Baptist Temple, Inc.

Date

Secretary of Records