

Title: Anderson Community Church Bylaws (Concise Edition)

Preamble Anderson Community Church (ACC) operates exclusively for religious, charitable, and educational purposes under IRC §501(c)(3) and the Texas Business Organizations Code. Governance, finances, and operations shall reflect accountability, transparency, and protection of the church, its leaders, and resources.

Article I — Organization and Governance

- Jesus Christ is the head of the Church. The congregation recognizes qualified men as Elders who form the Elder Board to oversee doctrine, shepherding, finances, facilities, policy, ministerial goals, and long-term mission.
- Officers: From among the Elders, the Board selects a Chairman and Vice Chairman; appoints a Secretary to keep minutes and a Treasurer (Elder or Deacon) to manage receipts, deposits, disbursements, and financial reporting. The Chairman, Vice Chairman, Secretary, and Treasurer serve as corporate officers and trustees.
- Deacons (men and women) support ministry oversight and must meet 1 Timothy 3:8–13. A Deacon Board (Advisory) reviews Elder proposals before they go to the congregation, seeking unity and clarity.

Article II — Elder Board

Section 1. Qualifications

- Elders are spiritually mature, godly men, ACC members, aligned with Scripture, the Statement of Faith, Constitution, Bylaws, and policies; meeting 1 Timothy 3:1–7 and Titus 1:5–9, including ability to teach, shepherd, and lead. The Board determines a man's qualifications, subject to congregational review upon request.

Section 2. Selection and Size

- Standard size: five Elders; the Board may add Elders by majority vote to accommodate growth.
- Process: members may recommend nominees at any time; Elders screen candidates; at least two Elders interview each nominee (and wife); nomination requires a three-fourths Board vote at a duly called meeting; provide nominee bios and biblical qualifications at least two weeks before the congregational vote; confirmation requires a simple majority at a duly called business meeting.

- Continuity: if the Board drops below five, invite prior Elders to return; if none can serve, suspend term limits temporarily until new Elders are appointed; the Board may function with no fewer than three Elders while soliciting nominees at a special business meeting; if below three Elders, call a special business meeting to consider bylaw revisions.
- Senior Pastor: ex officio, non-voting, except to break ties, to constitute a supermajority where a three-fourths vote is required, and to approve an Elder Board supermajority overriding a non-consensus with the Deacon Board.

Section 3. Terms

- New Elders serve a six-month probationary period, after which both the Board and the candidate assess fit; upon completion, the church commissions them publicly by laying on of hands.
- Each Elder serves a three-year term; with Board approval, an Elder may be reaffirmed for a second term, after which a one-year sabbatical is required before eligibility to serve again.

Section 4. Evaluation and Discipline

- The Board is self-evaluating and self-disciplining consistent with Matthew 18:15–20; 2 Thessalonians 3:14–15; 1 Timothy 5:19–20; accountable to Christ (Hebrews 13:17) and the congregation.
- Annually, members complete a good-report ballot (electronic or signed paper). If one-fourth or more raise concerns with reasons, the Elder comes under Board review.

Section 5. Resignation or Removal

- Elders may resign or take sabbatical; they are inactive until reapproved.
- Removal for failing qualifications or responsibilities requires a three-fourths vote of Elders at a duly called meeting, after patient restorative steps (1 Timothy 5:19–20).

Section 6. Responsibilities

- Live in accordance with 1 Timothy 3 and Titus 1; shepherd, teach, pray, guard doctrine, and administer discipline.
- Govern church affairs: assess needs; plan; evaluate; equip; appoint workers; specifically:

- Participate in Board meetings and ministries.
- Consult in, and approve, the Senior Pastor's selection and removal of paid ministerial staff.
- Oversee member discipline.
- Approve property acquisition/disposition and facility/building programs.
- Select new Elders.
- Publish an operational calendar (budget, ballots, governance communication).
- Call Associate/Assistant/Executive/Youth or other Pastors as fruitful.
- Set, maintain, and annually review policies including: membership; discipline; financial accounting/reporting; ministerial compensation; employee major-medical reimbursement; missions; benevolence; and other needed policies.
- Oversee the Senior Pastor: provide accountability; set annual goals; conduct annual reviews.
- Interpret and apply the Constitution and Bylaws.

Section 7. Meetings

- Meet at least monthly with reasonable notice of time, date, place, and nature of business.
- Quorum: simple majority of current Elders.
- Distribute minutes to all Elders.
- Seek unity in prayer; if unity cannot be reached, a majority vote of those present is binding.
- One-third of Elders may require a special meeting; majority of those present (in person or online) is binding.
- Conduct meetings under Robert's Rules of Order, Newly Revised, 12th ed. (2020).
- Meetings may be attended remotely through video conference or teleconference.

Section 8. Communication

- Elders speak with one voice about Board decisions; no Elder speaks for the Board unless duly designated; Elders share relevant information with one another.

Article III — Deacon Board (Advisory)

Section 1. Selection

- Members may submit recommendations at any time; Elders screen candidates; at least two Elders interview each nominee; nomination requires a simple majority of Elders; provide bios and biblical qualifications at least two weeks before congregational vote; confirmation requires a simple majority; members weigh 1 Timothy 3:8–13.

Section 2. Composition and Continuity

- Standard size: five Deacons on the Advisory Board. The Elder Board may increase the number by majority vote to accommodate growth.
- Deacon Board members are nominated and selected by the active Deacon body, confirmed by a majority of active Deacons, and confirmed by the congregation at a duly called business meeting.
- Additional appointments follow the selection process and require congregational confirmation.
- If fewer than five Deacons: invite former Deacons; if none can serve, suspend term limits temporarily until duly appointed replacements; the Board may function with no fewer than three Deacons and continue responsibilities; call a special business meeting to solicit nominees; if below three Deacons, call a special business meeting to review bylaws.

Section 3. Terms

- Deacon Board members serve one-year terms; a Deacon may be reaffirmed for a second term; after three terms, a one-year sabbatical is required before eligibility to serve again.

Section 4. Accountability

- Deacons are accountable to the Elder Board and the congregation; questions on effectiveness or qualifications go to the Elder Board.

Section 5. Resignation or Removal

- Deacons may resign or take sabbatical; inactive until reapproved by the Elder Board.
- Removal for failing qualifications or responsibilities requires a three-fourths Elder Board vote at a duly called meeting, after restorative efforts.

Section 6. Meetings and Communication

- Meet as called by the Elder Board to review proposals; may hold additional meetings as needed; provide at least **one weeks** notice with nature, time, date, and place.
- Quorum: simple majority of current Deacon Board members.
- Distribute minutes to all Deacons.
- Seek unity in prayer; failing that, majority vote of those present is binding.
- One-third of Deacons may require a special meeting; majority of those present (in person or online) is binding.
- Conduct meetings under Robert's Rules of Order, Newly Revised, 12th ed. (2020).
- Deacons support Elder Board decisions with one voice; no Deacon speaks for either Board unless designated; share relevant information internally.

Article IV — Ministry Teams and Task Forces

- The Elder Board may establish and maintain ministry teams, task forces, and personnel as needed.

Article V — Business Meetings

Section 1. Regular Meetings

- Hold an annual business meeting to approve the budget and affirm nominees.
- Hold quarterly meetings to report leadership actions, conduct required votes, and handle other agenda items from the Board or congregation.
- **Announce any meeting requiring a congregational vote at least two weeks in advance during worship services and through official church communication channels; agenda provided.**
- Meetings are governed by Robert's Rules of Order, Newly Revised, 12th ed. (2020).

- Votes may be proxied; proxy votes to be sent to official church email 24 hours prior to the business meeting.
- Email voting is acceptable if sent to an official church email and is received 24 hours prior to the scheduled business meeting.
- Meetings generally last one hour. If deliberation on a properly moved and seconded motion would unduly extend the meeting, carry it as unfinished business to the next meeting. If proponents present a petition of at least 20 members, the Elder Board will call a special business meeting to deliberate and vote.

Section 2. Matters Requiring Congregational Approval

- Annual budget: simple majority.
- New expenditures over 5% of annual budget: simple majority.
- Conveyance or encumbrance of real property: simple majority.
- Elder good-report affirmation: three-fourths.
- New Elders: simple majority.
- Calling a Senior Pastor: three-fourths.
- Terminating the Senior Pastor: simple majority.
- Calling Associate Pastors: simple majority.
- Terminating an Associate Pastor: simple majority.

Section 3. Special Business Meetings

- May be called by the Board at any time.
- The congregation may request one with signed requests from at least 20% of members; submit to the Board Chairman; schedule within one month, subject to Board approval.
- For removal of an Elder or Pastor, schedule no later than two months after receiving signed requests from at least 10% of members.
- Announce the meeting and its purpose publicly on two consecutive Sundays or by written notice to members and public announcement at least two weeks prior.

Section 4. Fiscal Year

- Fiscal year: January 1–December 31.

Section 5. Quorum and Voting

- The Board Chairman or a designated Elder presides; at least two Elders must be present.
- Quorum for regular or special congregational meetings: 30% of voting members. If not met, reschedule and announce in a major worship service and via the church's communication platform two weeks in advance; those present at the rescheduled meeting constitute a quorum.
- Voting eligibility: members 18 or older not under church discipline.
- Unless otherwise specified, a majority vote passes any item.

Article VI — Pastors and Ministry Staff

Section 1. Calling a Senior Pastor

- The Board appoints a Pastoral Search Team.
- Candidates lacking recognized ordination or credentials must be willing to pursue them at the Board's discretion.
- After Search Team approval, the Board examines candidates.
- Recommending a candidate to the congregation requires a three-fourths Board vote; provide a biographical sketch and supporting information; convene a special business meeting.
- Congregational call requires a three-fourths vote; if not achieved, the process returns to the Board and Search Team.

Section 2. Senior Pastor Tenure and Separation

- The Senior Pastor serves an indefinite term unless otherwise arranged.
- Either party may dissolve the relationship with 90 days' notice or by mutual consent.
- If the Senior Pastor departs from Scripture/doctrine (per the Statement of Faith) or proves ineffective, the Elders shall admonish in love; failing restoration, dismissal may proceed.
- Dismissal requires:
 - A three-fourths Elder vote to recommend dismissal.

- A congregational vote at a special business meeting called for that purpose.
- The Senior Pastor may state his position to the congregation; he and family are absent during voting.
- A simple majority confirms dismissal.
- Written scriptural grounds related to moral/spiritual qualifications and/or ministry quality.

Section 3. Senior Pastor Responsibilities

- Ex officio member of the Elder Board and all ministry teams.
- Meets Elder qualifications (1 Tim 3:1–7; Titus 1:6–9; 1 Pet 5:2–3); fulfills Elder functions with emphasis on preaching/teaching (1 Tim 5:17).
- Provides day-to-day guidance and long-term vision; oversees all staff hiring, supervision, and termination with Board approval; seeks Elder counsel and embraces accountability.

Section 4. Pastoral and Ministry Staff

- The Senior Pastor recommends and the Board approves additional pastoral and ministry staff; pastoral staff are also confirmed by the congregation.
- Nominating a pastoral candidate requires a three-fourths Elder vote at a duly called Board meeting; issuing a call requires a three-fourths congregational vote at a duly called business meeting.
- Ministry staff may be hired upon Senior Pastor recommendation and Board approval.
- Staff are ordinarily expected to become church members and live by membership expectations.
- All staff support the Bible, Statement of Faith, Constitution, Bylaws, and policies; conduct must be exemplary.
- All staff report to the Senior Pastor (or his designee) for duties and evaluations.
- Staff resignations generally provide one month's notice unless mutually adjusted.
- With Elder advice and consent, the Senior Pastor may remove staff who fail biblical conduct or role responsibilities.

Article VII — Amendments

Section 1. Proposal at a Business Meeting

- Any member (including Elders, Deacons, staff) may move a bylaw amendment at a duly called business meeting.
- If seconded and approved by majority, schedule a special business meeting no earlier than two weeks later, with required notice including proposed amendments and necessary congruency edits.
- Proponents and opponents each receive equal presentation time (no less than 10 minutes), as determined by the Elder Board.
- Adoption requires a three-fourths vote of a quorum at the special business meeting.

Section 2. Written Proposals

- Any member may submit written proposals to the Elder Board.
- A proposal with a petition of 20 or more members requires a special business meeting with standard notice and materials; equal presentation time as above.
- Adoption requires a three-fourths vote of a quorum.

Section 3. Vacancies Triggering Bylaw Review

- Special meetings for bylaw review under Article II or III follow the same notice and voting requirements as Sections 1–2.
- Adoption requires a three-fourths vote of a quorum.

Signature and Adoption Page

Resolution of Adoption These Bylaws (Concise Edition) were adopted by vote of the congregation of Anderson Community Church at a duly called business meeting on the date below.

- Date of Adoption: _____
- Meeting Location: _____

Attestation of Officers

- Elder Board Chairman: _____ Date: _____
- Elder Board Vice Chairman: _____ Date: _____

- Secretary: _____ Date: _____
- Treasurer: _____ Date: _____

Certification by Secretary I, the undersigned, Secretary of Anderson Community Church, hereby certify that the foregoing Bylaws were duly adopted by the congregation at a duly called meeting on the date stated above, that a quorum was present, and that said Bylaws are now in full force and effect.

- Secretary (Print Name): _____
- Signature: _____
- Date: _____

Optional Notary Acknowledgment (if desired) State of Texas, County of _____
 Subscribed and sworn before me on _____ by _____,
 Secretary of Anderson Community Church.

Notary Public, State of Texas: _____ My Commission Expires:
