



CHURCH BYLAWS

TABLE OF CONTENTS

PREAMBLE -----PAGE 1

ARTICLE I: CHURCH MEMBERSHIP -----PAGE 2

ARTICLE II: CHURCH OFFICERS and CHURCH STAFF -----PAGE 5

ARTICLE III: CHURCH COUNCIL and COMMITTEES -----PAGE 16

ARTICLE IV: CHURCH MEETINGS -----PAGE 22

ARTICLE V: CHURCH ORDINANCES -----PAGE 23

ARTICLE VI: CHURCH MINISTRIES -----PAGE 25

ARTICLE VII: CHURCH FINANCES -----PAGE 27

ARTICLE VIII: DISSOLUTION -----PAGE 28

ARTICLE IX: AMENDMENT -----PAGE 29

ARTICLE X: ADOPTION -----PAGE 30

APPENDIX I: MEMBERSHIP AGREEMENT -----PAGE (a)

PREAMBLE

We, the members of Tradewind Community Church (TCC) of Amarillo, Texas, a church which is duly organized and existing as a nonprofit corporation under the laws of the State of Texas, and being autonomous in all matters of polity, doctrine, and ministry, do establish these bylaws that the church may be governed in a biblical and orderly manner, for the glory of God.

ARTICLE I: CHURCH MEMBERSHIP

SECTION 1: GENERAL

Tradewind Community Church affirms the biblical model that a person who believes in the Gospel of Jesus Christ and has been baptized is graciously placed by God to belong as a member of a local church.

SECTION 2: CANDIDACY and ADMISSION

CLAUSE 1: Any person may present themselves as a candidate for membership at TCC. To qualify for membership, candidates must:

- believe in and profess the Gospel of Jesus Christ,
- be baptized by immersion, and
- affirm TCC's statement of beliefs (detailed in TCC's Church Constitution, Article III, and in "The Baptist Faith and Message" as adopted by the Southern Baptist Convention, SBC, on June 14, 2000).

CLAUSE 2: TCC's pastors shall be responsible for determining each candidate's qualification for membership. In making the determination, pastors ordinarily will request a candidate's participation in a church membership class and a pastoral interview.

CLAUSE 3: Candidates meeting the qualifications shall be presented to the church by a TCC pastor or designee for admission for membership at any Members Meeting. Candidates must be presented to the church for membership in one of the following ways:

- By believing in and professing the Gospel and requesting baptism by immersion.
- By statement of belief in the Gospel and prior baptism by immersion.
- By transfer of a letter of recommendation from another church of like belief.

CLAUSE 4: The recommendation for membership requires a second to the motion before advancing to a vote at a Members Meeting, and requires approval by a majority affirmative vote by members. Upon admittance, candidates shall relinquish their membership in other churches and sign TCC's Membership Agreement form (see Appendix 1).

SECTION 3: PRIVILEGES and RESPONSIBILITIES

CLAUSE 1: Under the authority of Jesus Christ, TCC is governed by its members.

CLAUSE 2: Every member of the church is privileged and entitled to:

- participate in the ordinances of the church as administered by the church;
- attend and participate in all Members Meetings, at which members may vote on all recommendations and elections, submit recommendations, and engage in discussion;
- upon request, examine any and all financial statements and reports of the church;
- be eligible for consideration as a candidate for roles of service and leadership in the church.

CLAUSE 3: Every member of the church is responsible to:

- seek to know God through personal Bible reading and prayer, and seek to live in a manner that is consistent with sound doctrine and biblical teaching;
- attend corporate worship services on a regular basis;
- give financially to support the church in a cheerful manner;
- serve by using spiritual gifts for the glory of God;
- live, pray, and speak in such a way that others may know the Gospel.

SECTION 4: DISCIPLINE

CLAUSE 1: Should a member: (1) become consistently neglectful of his or her privileges and/or responsibilities in the church, or (2) deny acceptance of doctrine in the church's statement of beliefs, or (3) become guilty of conduct in violation of the church's statement of beliefs, the church shall, under the leadership of the pastors and with support of the deacons, seek to resolve the offense(s) in accordance with the Bible's proceedings outlined in Matthew 18:15-20.

CLAUSE 2: All such discipline proceedings shall be pervaded by a spirit of biblical kindness, gentleness, and patience. It shall be the practice of TCC to emphasize that every reasonable measure will be taken to assist any such member. The attitude of members toward one another shall be guided by genuine love, with a primary concern for their spiritual welfare, edification, and restoration.

CLAUSE 3: Should it be determined, after efforts to resolve the offense(s), that the member and the church best be served by the removal of a member, the church may remove such a member by an affirmative majority vote of the members present at any Members Meeting.

CLAUSE 4: Any person whose membership has been terminated by removal may, upon that person's request and the recommendation of a pastor based on evidence of that person's repentance, be restored to membership by an affirmative majority vote of the church at any Members Meeting.

SECTION 5: TERMINATION

CLAUSE 1: The church shall recognize the termination of a person's membership: (1) after the death of a member, or (2) upon voluntary resignation of a member, or (3) upon verification of membership in another church, or (4) by removal through the process of discipline (as detailed in Article I, Section 4 of these bylaws).

CLAUSE 2: Any and all membership terminations shall be reported to the church at a Members Meeting for approval by an affirmative majority vote.

SECTION 6: RECORDS

CLAUSE 1: The church shall maintain membership records. Records shall include basic contact information for members and a completed Membership Agreement form.

ARTICLE II: CHURCH OFFICERS and CHURCH STAFF

SECTION 1: GENERAL

The biblical offices in the church are pastors and deacons. In addition, Tradewind Community Church recognizes the administrative offices of moderator, clerk, and trustees. All church officers must be members of the church prior to assuming their responsibilities.

Church staff are those persons employed by TCC as the church determines the need for their services.

SECTION 2: PASTORS

DESCRIPTION

CLAUSE 1: Pastors are called to serve the church by providing spiritual leadership, primarily through the means of preaching and teaching, prayer, and administrative leadership.

CLAUSE 2: The church shall designate one leading pastor and as many associate pastors as the church deems necessary. The leading pastor shall give leadership to, consult with, and collaborate with the associate pastor(s) in the administration of the church.

CLAUSE 3: The leading pastor shall be licensed, ordained, called, and either employed by or voluntarily serving the church. The leading pastor is responsible first to God, and subsequently to the Personnel Committee and the church membership.

CLAUSE 4: Associate pastors shall be licensed, ordained, called, and either employed by or voluntarily serving the church. Associate pastors are responsible first to God, and subsequently to the leading pastor, the Personnel Committee, and the church membership.

QUALIFICATIONS

CLAUSE 5: The leading pastor and associate pastor(s) must:

- demonstrate evidence of a divine calling and meet the standards, characteristics, and gifts of a pastor as described in the Bible (1 Timothy 3:1-9, Titus 1:5-9, and I Peter 5:1-4);
- believe in the Gospel of Jesus and be baptized;
- be licensed and ordained by the church or by another church of like belief;
- commit to generously give financially to support the church;
- affirm and meet the standards of a pastor as stated in “The Baptist Faith and Message” as adopted by the Southern Baptist Convention (SBC) in June 2000, and all church governing documents and policies.

RESPONSIBILITIES

CLAUSE 6: The responsibilities of pastors include, but are not limited to:

- providing spiritual and administrative leadership to the church;
- proclaiming the Gospel of Jesus through preaching and teaching;
- overseeing the worship, discipleship, and outreach ministries of the church;
- providing member care.

CLAUSE 7: Specified qualifications, expectations, and responsibilities of TCC’s leading pastor and associate pastor(s) shall be determined by the Personnel Committee and approved by an affirmative majority vote of members at a Members Meeting.

SELECTION of the LEADING PASTOR

CLAUSE 8: Upon the office of leading pastor becoming vacant, the Personnel Committee shall nominate to the church no less than five church members to serve on a non-standing Pastor Selection Committee. The church, by a majority vote, shall elect the members of the Pastor Selection Committee.

CLAUSE 9: The Pastor Search Committee shall receive candidate recommendations and prayerfully perform the necessary investigations and interviews to recommend one candidate at a time for the congregation’s consideration as leading pastor.

CLAUSE 10: The Pastor Search Committee shall present a candidate for the office of leading pastor to the congregation for consideration and approval at a meeting called for that purpose, of which at least a two-week notice shall be given publicly in a worship service. An affirmative majority ballot vote shall be necessary to extend a call to a pastor. Upon acceptance of an extended call, the candidate shall be considered elected as leading pastor of the congregation.

SELECTION of ASSOCIATE PASTORS

CLAUSE 11: The Personnel Committee, in consultation with the leading pastor, is authorized to make recommendations to the church regarding the number of and roles of associate pastors in the church.

CLAUSE 12: Upon determining a need for an associate pastor, the Personnel Committee shall nominate to the church no less than five church members to serve on a non-standing Associate Pastor Selection Committee. The church, by an affirmative majority vote, shall elect the members of the Associate Pastor Selection Committee.

CLAUSE 13: Except as otherwise specified in this Section of these bylaws, the process of electing an associate pastor shall follow that of electing the leading pastor (Article II, Section 2, Clauses 9 and 10).

LICENSURE and ORDINATION

CLAUSE 14: License and ordination are required to serve in the office of leading pastor or associate pastor. Those called and elected to the office of leading pastor or associate pastor who have not been previously licensed or ordained shall be approved for licensure and ordination by a majority affirmative vote by the church at a Members Meeting.

CLAUSE 15: The church's licensed and ordained pastors and deacons shall plan and conduct ordination services for duly elected pastors requiring ordination.

TERMINATION

CLAUSE 16: The church shall recognize the termination of a pastor: (1) after the death of the pastor, or (2) upon voluntary resignation of the pastor, or (3) by the removal of the pastor by a vote of the members (as detailed in Article II, Section 2, Clauses 17 and 18 of these bylaws).

CLAUSE 17: Should a pastor: (1) fail to meet the specified qualifications and/or expectations set forth by the church, or (2) become consistently neglectful of responsibilities in the church, or (3) deny acceptance of doctrine in the church's statement of beliefs, or (4) become guilty of conduct in violation of the church's statement of beliefs, the church shall, under the direction the Personnel Committee, seek to resolve the offense(s).

CLAUSE 18: Should it be determined that the church best be served by the removal of the pastor, the church may remove a pastor by an affirmative majority ballot vote of the members present at a Members Meeting, called by the Personnel Committee for that purpose, of which at least a one-week notice to the church has been given publicly in a worship service. Neither the leading pastor nor an associate pastor will serve as the moderator for this meeting. The moderator shall be the chair of the Personnel Committee, or the chair of the Personnel Committee shall call the church to order and preside over the election of an acting moderator. If the removal is approved, the office of pastor shall be declared vacant.

INTERIM PASTOR

CLAUSE 19: If the office of leading pastor is vacant, and until a Pastor Search Committee is nominated and functioning (as detailed in Article II, Section 2, Clause 8 of these bylaws), the Personnel Committee shall be responsible for selecting a person or persons to fulfill the preaching responsibilities of the church for a period of time to be specified by the Personnel Committee.

CLAUSE 20: The Personnel Committee may nominate to the church for election by an affirmative majority vote at a Members Meeting a person to be named to the role of Interim Pastor.

SECTION 3: DEACONS

DESCRIPTION

CLAUSE 1: Deacons are called to serve the church by providing for the physical needs of members and by preserving and promoting the unity of the church. The biblical office of deacons is modeled in the Bible, in Acts 6:1-7, and specific qualifications for deacons are set forth in the Bible, in I Timothy 3:8-13.

MEMBERSHIP

CLAUSE 2: TCC shall maintain a body of active deacons. No fixed number of active deacons is required. However, the church shall seek to maintain one active deacon for approximately every 8-12 member households of the church.

CLAUSE 3: Active deacons shall serve a three-year term and on a rotation basis. After serving one three-year term, a deacon may, if willing to continue serving as an active deacon, be re-elected to serve for a second three-year term, or otherwise shall be classified as a reserve deacon (as described in Article II, Section 3, Clause 6 of these bylaws). An active deacon must be classified as a reserve deacon after serving as an active deacon for two consecutive three-year terms. A reserve deacon shall be eligible for re-election to active status only after the lapse of at least one year.

CLAUSE 4: The active deacon body may meet with the leading pastor and/or associate pastors as often as necessary to fulfill their service to the church. Annually, the active deacon body shall select a deacon chair and deacon vice chair as officers. The officers shall serve a one-year term. No deacon officer shall serve more than two consecutive terms in any one office.

CLAUSE 5: In the case of death, resignation, reclassification, or removal of an active deacon, the deacon body may nominate a reserve deacon to fill the unexpired term. The nomination must be approved by an affirmative majority vote at a Members Meeting.

CLAUSE 6: In addition to active deacons, TCC recognizes two other special classifications of deacons: reserve deacons and deacon emeritus. Reserve deacons are those deacons who have been so classified in the regular course of rotation, or at their own request because of reasons that render them unable to serve actively. Reserve deacons may continue to assist in serving whenever invited to do so and shall be eligible for re-election to active status after the lapse of at least one year. The classification of deacon emeritus may be bestowed on those deacons who have attained the age of 70, having served as an active deacon for at least three years, at their request and upon approval of the deacon body and by a majority affirmative vote of the church.

QUALIFICATIONS

CLAUSE 7: To be considered for the office of deacon at TCC, candidates must:

- believe in the Gospel of Jesus and be a baptized member of the church;
- meet the standards and characteristics of a deacon as described in the Bible, in Acts 6:1-7 and I Timothy 3:8-13;

Notwithstanding the right of any member to hold a different perspective of I Timothy 3:12, TCC affirms that the biblical qualification for a deacon to “each be the husband of one wife” speaks to the fidelity of a man to his wife, if he is married, and therefore does not necessarily exclude or disqualify men who are single or who have been divorced, widowed, or remarried from the office of deacon. Utmost consideration should be given, rather, to the fidelity (faithfulness, loyalty, and devotion) of a deacon candidate to his wife, if he is married.

- be ordained by the church or by another church of like belief;
- be at least 25 years of age;
- be a member of TCC for at least one year;
- fully support the church by faithfully attending, generously giving financially, and participating in church discipleship and outreach ministries; and
- agree to fulfill the responsibilities of the deacon as detailed in these bylaws (Article II, Section 3, Clause 8).

RESPONSIBILITIES

CLAUSE 8: Deacons should be living examples of how to serve. Specifically, deacons at TCC shall serve by:

- praying for, establishing relationships with, and caring for the physical needs of church members as delegated and assigned by the pastors;
- preserving and promoting unity in the church;
- supporting and assisting the pastors and church staff by providing counsel, encouragement, and prayer;
- assisting with the preparation and distribution of the elements of communion; and
- supporting and promoting all church ministries.

SELECTION

CLAUSE 9: Annually, the pastors, in consultation with the deacon officers, shall determine if and how many additional active deacons may be needed to serve the church.

CLAUSE 10: Those active deacons who are completing their first three-year term, if willing to continue serving as an active deacon, may be nominated by a pastor or a deacon officer and re-elected to serve a second three-year term by an affirmative majority vote at a Members Meeting. An active deacon's re-election does not require the deacon selection process as detailed in Article II, Section 3, Clauses 11-16 of these bylaws.

CLAUSE 11: If the pastors and deacon officers determine that additional active deacons are needed, a pastor or a deacon officer shall report the number of additional active deacons needed to serve the church and recommend at a Members Meeting that a deacon election be held and that a non-standing Deacon Selection Committee be formed.

CLAUSE 12: Once the church approves a deacon election by a majority affirmative vote, the pastors, the deacon officers, and the Church Council (collectively, the Deacon Selection Committee) shall convene to review and examine the biblical qualifications of a deacon, and the other qualifications of a deacon set forth in these bylaws.

CLAUSE 13: The Deacon Selection Committee will then compile a list of all candidates, including reserve deacons eligible for re-election into active classification, who meet the qualifications. From that list, the Deacon Selection Committee will prayerfully select candidates to recommend for nomination to the church. The Committee shall select precisely the number of deacons needed to be elected to active service. Members of the Deacon Selection Committee shall recuse themselves from the deacon selection process if they or a member of their household is recommended by the Deacon Selection Committee for consideration as a deacon nominee.

CLAUSE 14: The Deacon Selection Committee will assign a pastor and/or deacon chairperson to contact each of the recommended nominees to (1) communicate the church's deacon selection process and the deacon qualifications and responsibilities, and (2) to ask if the person meets the qualifications and would be willing to be nominated and serve if elected.

CLAUSE 15: Those who agree to be nominated for election will be asked to meet with a pastor or pastors no less than twice prior to nomination to the church to (1) provide further counsel concerning the office of deacon, (2) personally examine the person's qualifications, (3) pray, and (4) confirm the person's willingness to serve if elected.

CLAUSE 16: Upon pastoral recommendation to the Deacon Selection Committee, the deacon nominees shall be finalized and unanimously agreed upon by the Deacon Selection Committee. The Deacon Selection Committee then will recommend the deacon nominees at a Members Meeting, at which new active deacons shall be elected by an affirmative majority vote of members. After the deacon election, the Deacon Selection Committee shall dissolve until the next year.

ORDINATION

CLAUSE 17: Ordination is required to serve in the office of deacon. All those elected as deacons who have not been previously ordained shall be ordained by the church. The deacon body and pastors shall plan and conduct all ordination services.

TERMINATION

CLAUSE 18: The church shall recognize the termination of a deacon: (1) after the death of the deacon, or (2) upon voluntary resignation or reclassification of the deacon, or (3) if the deacon is no longer a member of the church, or (4) by the removal of the deacon by a vote of the church (as detailed in Article II, Section 3, Clauses 19 and 20 of these bylaws).

CLAUSE 19: Should a deacon: (1) fail to meet the qualifications set forth by the church, or (2) become consistently neglectful of responsibilities in the church, or (3) deny acceptance of doctrine in the church's statement of beliefs, or (4) become guilty of conduct in violation of the church's statement of beliefs, the church shall, under the leadership of the pastors and with the support of the Church Council, seek to resolve the offense(s).

CLAUSE 20: Should it be determined that the church best be served by the removal of the deacon from the deacon body, the church may remove a deacon by an affirmative majority vote of the members present at a Members Meeting.

SECTION 4: MODERATOR

CLAUSE 1: The leading pastor shall serve as the church moderator, presiding over all Members Meetings. In the absence of the leading pastor, an associate pastor may serve as moderator. In the absence of a pastor, the deacon chair shall serve as moderator. In the absence of a pastor and the deacon chair, the church clerk shall preside over the election of an acting moderator.

SECTION 5: CLERK

CLAUSE 1: The church shall annually elect by a majority affirmative vote at a Members Meeting a clerk, nominated by the Church Council, who shall serve until a successor has been elected.

CLAUSE 2: The clerk, or designated representative, must be present at all Members Meetings. The clerk shall be responsible for keeping a suitable record of official actions of the church and recording minutes of all Members Meetings.

CLAUSE 3: In the event that the church is unable to employ a church staff member to keep a record of membership, issue and request letters of recommendation for membership transfers, and maintain basic contact information for church members, these duties shall be assigned to the clerk.

SECTION 6: TRUSTEES

CLAUSE 1: The church shall annually elect by a majority affirmative vote at a Members Meeting a slate of three trustees, nominated by the Church Council. Elected trustees shall serve a three-year term, with one-third of the trustees being elected each year. The terms of first slate of trustees shall expire alphabetically, by last name, at the end of the first, second, and third year.

CLAUSE 2: The trustees will serve as legal officers of the church. They shall hold in trust the church property and shall serve as directors of TCC. They shall have no power to buy, sell, mortgage, lease or transfer any property without a specific vote of the church authorizing each action. It shall be the function of the trustees to affix their signatures to legal documents on behalf of TCC involving the purchase, sale, mortgage, rental, or transfer of property, or to other legal documents where the signatures of trustees or directors are required.

SECTION 7: CHURCH STAFF

CLAUSE 1: Church staff are employed by the church as the church determines the need for their services. Church staff members may function in administrative and/or ministry roles of the church to assist, support, and/or enhance the operations of the church.

QUALIFICATIONS and RESPONSIBILITIES

CLAUSE 2: All church staff members:

- must believe in the Gospel of Jesus and be baptized;
- are expected to conduct themselves in a manner that is consistent with the church's statement of beliefs (see TCC's Church Constitution, Article II).

CLAUSE 3: Specified staff title, qualifications, and responsibilities of church staff members shall be determined by the Personnel Committee and approved by an affirmative majority vote of members at a Members Meeting prior to employment.

CLAUSE 4: All church staff members shall operate under the direct supervision of the leading pastor or, if designated by the leading pastor and the Personnel Committee, an associate pastor.

SELECTION

CLAUSE 5: The Personnel Committee, in consultation with the Finance Committee and the church's pastors, is authorized to make recommendations to the church regarding the number of, roles of, and salaries of church staff positions in the church.

CLAUSE 6: Upon determining a need for a church staff position, the Personnel Committee shall specify a staff title and staff salary, and prepare qualifications and responsibilities for recommendation to the church at a Members Meeting. The recommendation must be approved by a majority affirmative vote at a Members Meeting.

CLAUSE 7: Upon the approval of a church staff position by the church, the Personnel Committee shall receive candidate recommendations and prayerfully perform the necessary investigations and interviews to recommend one candidate at a time for the congregation's consideration. A church staff candidate must be approved by a majority affirmative vote at a Members Meeting for employment.

TERMINATION

CLAUSE 8: Church staff members may be terminated (1) by voluntary resignation, or (2) by removal, requiring a majority affirmative vote of the members at a Members Meeting, upon recommendation of the Personnel Committee and the leading pastor.

ARTICLE III: CHURCH COUNCIL and COMMITTEES

SECTION 1: GENERAL

CLAUSE 1: Tradewind Community Church shall form and empower member-populated groups (a Church Council and Committees), tasked with providing congregational oversight, input, and/or recommendations on various church matters.

SECTION 2: CHURCH COUNCIL

MEMBERS

CLAUSE 1: The Church Council shall be composed of five lay members of the church. It shall select one spokesperson to represent the Church Council at Members Meetings. The Church Council is convened and led by the leading pastor, alongside associate pastors.

RESPONSIBILITIES

CLAUSE 2: The Church Council serves as a representational body of lay members to the church's pastors, elected to assist with various matters of church administration, ministry, and doctrine.

CLAUSE 3: The Church Council shall serve the church by:

- nominating administrative officers, committee members, teachers, and ministry leaders, as specified in these bylaws;
- selecting and nominating deacons as part of the Deacon Selection Committee;
- drafting, editing, and recommending church governing documents and policies;
- advising pastors as needed on administrative, ministerial, and doctrinal church matters;
- making recommendations to the church on administrative, ministerial, and doctrinal church matters.

CLAUSE 4: Any nomination, church governing document or policy, or other recommendation put forth by the Church Council is subject to review by the church, requires a second to the motion from the congregation before advancing to a vote at a Members Meeting, and requires approval by a majority affirmative vote by members at a Members Meeting.

TERM

CLAUSE 4: Members of the Church Council shall serve a three-year term, unless the Council member resigns or is removed by a majority vote of the church at a Members Meeting. After serving a complete term, Church Council members must rotate off the Church Council for at least one year before being eligible for re-election.

CLAUSE 6: In the case of the first Church Council, in order that all member terms do not expire at the same time, the Church Council shall, in alphabetical order by last name, assign one member term to expire after one year, two member terms to expire after two years, and two member terms to expire after three years.

SELECTION and QUALIFICATIONS

CLAUSE 5: Annually, or as needed, the Church Council, in consultation with the pastors, shall nominate members from the church to serve on the Church Council.

CLAUSE 6: The Church Council shall, collectively, consist of an appropriate representation of the church, taking into consideration matters of age, gender, length of membership, etc. No two church members belonging to the same household may serve on the Church Council at the same time.

In addition, Church Council members must:

- believe in the Gospel of Jesus and be a baptized member of the church;
- be a member of TCC for at least one year;
- fully support the church by faithfully attending, generously giving financially, and participating in church discipleship and outreach ministries.

CLAUSE 7: Nominations for Church Council members shall be recommended by the Church Council at a Members Meeting. The recommendation requires a second to the motion and a majority affirmative vote by members at the meeting for approval.

SECTION 3: COMMITTEES

STANDING and NON-STANDING COMMITTEES

CLAUSE 1: TCC recognizes two mandatory and standing committees, formed to serve specific ongoing needs of the church: the Finance Committee and the Personnel Committee. The church may form, by an affirmative majority vote at a Members Meeting, other standing committees as it determines necessary, to serve a specific ongoing need of the church.

CLAUSE 2: TCC may form any non-standing committee, by an affirmative majority vote at a Members Meeting, to serve a specific temporary need of the church.

CLAUSE 3: All committees shall consist of at least five members. Each committee shall designate one chairperson. The leading pastor and all associate pastors shall be ex officio members on all committees.

CLAUSE 4: Non-mandatory standing committees may be dissolved by a majority affirmative vote at a Members Meeting when the church determines that the committee's function is no longer warranted. Non-standing committees shall be automatically dissolved when the committee's purpose has been accomplished.

TERMS

CLAUSE 5: Members on a standing committee shall serve a three-year term, unless the committee member resigns or is removed by a majority vote of the church at a Members Meeting. After serving a complete term, committee members must rotate off the committee for at least one year before being eligible for re-election to that committee.

SELECTION and QUALIFICATIONS

CLAUSE 6: Members of all standing committees shall be nominated by the Church Council and elected by the church by a majority affirmative vote at a Members Meeting.

CLAUSE 7: Committee members must:

- believe in the Gospel of Jesus and be a baptized member of the church;
- be a member of TCC for at least one year;
- fully support the church by faithfully attending, generously giving financially, and participating in church discipleship and outreach ministries.

No two church members belonging to the same household may serve on the same committee at the same time.

CLAUSE 8: In the case of the first committees, in order that all member terms do not expire at the same time, the committees shall, in alphabetical order by last name, assign one member term to expire after one year, two member terms to expire after two years, and two member terms to expire after three years.

CLAUSE 9: Recommendations from a standing committee do not require a second to the motion from the congregation before advancing to discussion and a vote at a Members Meeting. Recommendations from a non-standing committee require a second to the motion from the congregation before advancing to discussion and a vote at a Members Meeting.

FINANCE COMMITTEE

CLAUSE 10: The Finance Committee shall, in coordination with the church pastors, church staff, and other committees, compile and recommend to the congregation each year an annual church budget.

CLAUSE 11: The Finance Committee shall monitor the financial revenue and expenditures of the church and make regular reports to the congregation regarding the church's financial status.

CLAUSE 12: The Finance Committee shall make recommendations to the church regarding any un-budgeted expenditures, any year-end un-budgeted revenue, any budgetary adjustments, or any banking or investment adjustments deemed necessary.

CLAUSE 13: The Finance Committee shall ensure the counting, recording, and depositing of all contributions given during a public worship service, as set forth in Article VII, Second 4, Clause 1 of these bylaws.

CLAUSE 14: The Finance Committee may, in coordination with the pastors and Personnel Committee, designate a church staff member to assist with financial services for the church. The Finance Committee also may, in coordination with the Personnel Committee and with approval from the church by a majority affirmative vote at a Members Meeting, employ the services of a professional to assist with financial services for the church.

CLAUSE 15: Members of the Finance Committee shall be authorized as signers on all of the church's financial accounts.

CLAUSE 16: The Finance Committee shall promote biblical giving and stewardship practices to the congregation.

PERSONNEL COMMITTEE

CLAUSE 17: The Personnel Committee shall, when necessary, lead the congregation to determine the number and roles of and select (by processes detailed in Article II of these bylaws) pastors and church staff members for the church. The Personnel Committee shall, when necessary, lead the congregation to remove any pastor or church staff members (by termination processes detailed in Article II of these bylaws).

CLAUSE 18: The Personnel Committee shall determine the titles, qualifications, expectations, and/or responsibilities of TCC's pastors and church staff members and recommend them for approval to the congregation.

CLAUSE 19: The Personnel Committee shall make annual budget recommendations to the Finance Committee regarding pastor and church staff salaries, benefits, and bonuses.

CLAUSE 20: The Personnel Committee shall have direct supervision of the church's leading pastor and shall provide oversight, with the leading pastor, of the church's associate pastors and church staff.

CLAUSE 21: The Personnel Committee shall meet annually with each pastor and church staff member personally for professional review, prayer, feedback, and encouragement.

CLAUSE 22: The Personnel Committee shall lead the congregation to pray for, encourage, and support the pastors and church staff.

ARTICLE IV: CHURCH MEETINGS

SECTION 1: WORSHIP SERVICES

CLAUSE 1: Tradewind Community Church shall meet regularly on Sunday morning for worship, prayer, instruction and encouragement from the Bible, preaching, evangelism, and fellowship, unless providentially hindered. The church may also schedule worship services at other times, under the direction of the pastors.

CLAUSE 2: All worship services will be open for all people, and shall be conducted under the direction of the pastors.

SECTION 2: OTHER PUBLIC GATHERINGS

CLAUSE 1: The church may schedule gatherings for Bible studies, training seminars, and fellowship events, under the direction of the pastors.

SECTION 3: MEMBERS MEETINGS

CLAUSE 1: Regular Members Meetings shall be held in person at least every quarter, unless providentially hindered. Regular Members Meetings must be scheduled at least one week in advance. An agenda may be published and distributed to the membership prior to each Members Meeting.

CLAUSE 2: Special Members Meetings may be called and held to consider special matters of significant nature. A one-week notice to the church must be given concerning the subject, date, time, and location, unless extreme urgency renders such notice impractical.

CLAUSE 3: In all Members Meetings, the quorum shall consist of those church members present who attend. All Members Meetings shall be moderated by the Moderator, unless otherwise specified in these bylaws. Recommendations and nominations submitted at a Members Meeting require an affirmative majority vote of members present for approval, unless otherwise specified in these bylaws.

CLAUSE 4: Regular Members Meetings shall be open to the public, but only TCC members may vote and/or submit recommendations to the church.

ARTICLE V: CHURCH ORDINANCES

SECTION 1: GENERAL

The biblical ordinances of the church are baptism and communion (the Lord's Supper).

SECTION 2: BAPTISM

CLAUSE 1: Baptism is a symbolic act of obedience whereby a person, through immersion in water, displays his or her new life through the Gospel of Jesus.

CLAUSE 2: Baptism occurs once in the life of a person who has believed in and professed the Gospel of Jesus Christ, in obedience to Jesus.

CLAUSE 3: Tradewind Community Church shall receive for baptism any person who:

- believes in and professes the Gospel of Jesus Christ,
- indicates a commitment to follow Jesus as Lord; and
- meets all other qualifications of becoming a member of TCC as detailed in Article I of these bylaws.

CLAUSE 4: Baptism shall be by immersion in water.

CLAUSE 5: Baptism shall be administered as an act of worship by any church pastor, or whomever the church shall authorize.

CLAUSE 6: A person who believes in and professes the Gospel of Jesus Christ shall be baptized as soon as possible.

SECTION 2: COMMUNION

CLAUSE 1: Communion is a symbolic act of obedience whereby the church, through the partaking of bread and juice, commemorates the substitutionary and atoning death of Jesus Christ for sinners.

CLAUSE 2: Communion is shared regularly in the local church by those who have believed in and professed the Gospel of Jesus Christ and been baptized, as a reminder and celebration of the Gospel of Jesus.

CLAUSE 3: TCC shall share communion with any person who:

- has believed in and professed the Gospel of Jesus Christ; and
- has been baptized as a believer by immersion.

CLAUSE 4: The church shall share communion together as often as scheduled by TCC pastors, at least twice per year, unless providentially hindered.

CLAUSE 5: The pastors and deacons, or whomever the church shall authorize, shall be responsible for the preparation and distribution of communion.

ARTICLE IV: CHURCH MINISTRIES

SECTION 1: GENERAL

Tradewind Community Church shall maintain various ministries, including but not limited to children ministry, student ministry, worship ministry, welcome ministry, tech ministry, Bible study ministry, and community outreach ministry.

All ministries of the church shall exist to fulfill the purposes of the church as detailed in the Church Constitution, Article II.

SECTION 2: SELECTION

CLAUSE 1: Members of TCC are encouraged to serve in the various ministries of the church as a way to use their spiritual gifts (see Article I, Section 3, Clause 3 of these bylaws). Pastors, Church Council members, and ministry leaders shall endeavor to involve all members in church ministries, as teachers, ministry leaders, and/or ministry volunteers. Members also may express interest to a pastor, Church Council member, or ministry leader to be considered for selection as a teacher, ministry leader, or ministry volunteer.

SELECTION of TEACHERS

CLAUSE 2: Lead teachers are those individuals who hold primary responsibility for performing the functions of a Bible teacher in any church setting, particularly in TCC's children's ministry, student ministry, and Bible study ministries. Assistant teachers serve under the supervision of, and in a supporting role to, lead teachers.

CLAUSE 3: Lead teachers shall be jointly recommended and nominated by the Church Council and pastors annually, or as necessary, for approval by a majority affirmative vote of members at a Members Meeting.

CLAUSE 4: A lead teacher must be a member of TCC for at least one year and exhibit the spiritual gift of teaching.

CLAUSE 5: Assistant teachers shall be appointed by pastors. Pastoral appointments for assistant teachers shall be reported to the Church Council.

CLAUSE 6: An assistant teacher must be a member of TCC for at least six months.

SELECTION of MINISTRY LEADERS

CLAUSE 7: When necessary and prudent for the operations of the church, pastors shall appoint members to serve as leaders of a particular church ministry. Pastoral appointments for ministry leaders shall be reported to the Church Council.

SELECTION of MINISTRY VOLUNTEERS

CLAUSE 8: Pastors, in coordination with appropriate ministry leaders, shall appoint members to serve as volunteers in church ministries as necessary for the operations of the church.

CLAUSE 9: Individuals who are not members of TCC may be considered for appointment to serve as a ministry volunteer on a temporary basis when necessary and prudent for the operations of the church.

SECTION 3: BACKGROUND CHECK REQUIREMENT

CLAUSE 1: Anyone serving in any capacity in TCC's children ministry and/or student ministry must submit and pass a background check prior to serving.

ARTICLE VII: CHURCH FINANCES

SECTION 1: GENERAL

CLAUSE 1: Tradewind Community Church relies on the generous contributions, including tithes and offerings, of its members and partners to support the church. It is understood that membership in the church involves financial obligation to support the church with regular gifts.

SECTION 2: FISCAL YEAR

CLAUSE 1: The church fiscal year shall begin on January 1 and end on December 31 of each year.

SECTION 3: BUDGET

CLAUSE 1: The Finance Committee, in conjunction with the church pastors, church staff, and other committees, shall annually prepare and submit to the church for approval an inclusive church budget, indicating by item the amount expected in revenue and the amount required for all expenses.

CLAUSE 2: The church budget and any financial reports generated by the Finance Committee shall be available to any member upon request.

SECTION 4: HANDLING OF CONTRIBUTIONS

CLAUSE 1: The Finance Committee shall ensure the counting, recording, and depositing of all contributions given during a public worship service. At least two members of the Finance Committee or church staff shall be present when contributions are counted and recorded.

SECTION 5: CONTRIBUTION STATEMENTS

CLAUSE 1: The church shall provide contribution statements at least annually to all persons who have contributed financially to the church.

ARTICLE VIII: DISSOLUTION

SECTION 1: GENERAL

CLAUSE 1: Tradewind Community Church may be dissolved by an affirmative majority vote of members at a Members Meeting, provided the proposed dissolution recommendation shall have been presented to all church members in writing at least 30 days prior to the Members Meeting.

CLAUSE 2: Upon discontinuance of TCC by dissolution or otherwise, any assets lawfully available for distribution, of every nature and description whatsoever, shall be paid over and transferred to one or more organizations qualifying as an exempt organization under Section 501(c)(3) of the Internal Revenue Code, as amended, as directed by a majority of members at a Members Meeting and administered by trustees.

ARTICLE IX: AMENDMENT

SECTION 1: GENERAL

CLAUSE 1: Tradewind Community Church's Church Bylaws may be amended, modified, or repealed by an affirmative majority vote of members at a Members Meeting, provided the proposed amendment(s), modification(s), or repeal(s):

- have first been presented to the Church Council for review and consideration;
- have been presented to the church in writing as a recommendation from the Church Council at least 30 days prior to the Members Meeting.

CLAUSE 2: Any amendments to the Church Bylaws shall immediately go into full force and effect from and after their adoption.

ARTICLE X: ADOPTION

Tradewind Community Church's Church Bylaws were formally adopted during a Members Meeting on July 23, 2023.

APPENDIX 1: MEMBERSHIP AGREEMENT

Tradewind Community Church affirms the biblical model that a person who believes in the Gospel of Jesus Christ and is baptized is graciously placed by God to belong as a member of a local church.

I believe in and profess the Gospel.

Date or season of life: _____

I have been baptized by immersion since believing in and professing the Gospel.

Date or season of life: _____

Church and/or location: _____

I have read and affirm TCC's statement of beliefs.

By signing below, I agree to be a member of TCC.

I agree to participate as a member in these ways:

SEEK

I will seek to know God through personal Bible reading and prayer. I will seek to live in a manner that is consistent with sound doctrine and biblical teaching.

ATTEND

I will attend corporate worship services on a regular basis.

GIVE

I will give financially to support the church in a cheerful manner.

SERVE

I will pursue opportunities to use my spiritual gifts at TCC for the glory of God.

TELL

I will live, pray, and speak in such a way that others might know the Gospel.

PRINTED NAME

SIGNATURE

DATE