

## **PARKWAY CHURCH BY-LAWS**

### **Article I. Name**

The name of this nonprofit organization shall be Parkway Baptist Church of Victoria, TX (aka Parkway Church) with principle offices at 4802 John Stockbauer Drive, Victoria, Texas, 77904.

### **Article II. Purpose**

To fulfill the Great Commission (Matt. 28:19-20) by carrying out the Great Commandment (Matt. 22:36-40). We seek to accomplish this by:

Evangelism:	Reaching others for Christ
Worship:	Exalting Jesus in worship and lifestyle
Ministry:	Acting in love to impact our community and world
Discipleship:	Committing to growing in and applying God's word
Fellowship:	Connecting in the body of Christ with heart-to-heart caring and concern

### **Article III. Statement of Faith**

This Statement of Faith guides the teachings and the practices of Parkway Church.

#### *The Bible*

The sole basis of our belief is the Bible, composed of sixty-six books of the Old and New Testaments. We believe the scripture entirely originated with God and it was given through the instrumentality of chosen men. Thus, scripture at one and the same time speaks with the authority of God and reflects the background and style of vocabulary of human authors. We hold that the scriptures are infallible and inerrant in the original manuscripts. They are the unique, full and final authority on matters of faith and practice, and there are no other writings similarly inspired by God.

#### *God*

We believe there is one true, holy God, eternally existing in three persons: Father, Son, and Holy Spirit, each of whom possesses equally all attributes of the Deity and the characteristics of personality. In the beginning, God created out of

nothing the world and all the things therein, thus manifesting the glory of His power, wisdom and goodness. By sovereign power He continues to sustain creation. By His providence He is operating throughout history to fulfill His redemptive purposes.

### Salvation

The central purpose of God's revelation of scripture is to call all people into fellowship with Himself. Originally created to have fellowship with God, man defied God, choosing to go his independent way and was thus alienated from God. Man suffered the corruption of his nature, rendering him unable to please God. The fall took place at the beginning of human history, and all individuals since have suffered those consequences and thus are in need of the saving grace of God. The salvation of mankind is wholly a work of God's free grace, not in any way the result of human works or goodness. Each person must personally accept Christ by repentance and faith. When God has begun a saving work in the heart of any person, He gives assurance in His Word that He will continue performing it until the day of its full consummation.

### Jesus Christ

Jesus Christ is the eternal second person of the Trinity. He was forever united with human nature by the miraculous conception of the virgin birth. He lived a life of perfect obedience to the Father, wholly atoning for the sins of all mankind by dying on the cross as our substitute, thus satisfying divine justice and accomplishing salvation for all those trusting Him alone. He arose from the dead in the same body, though glorified, in which He lived and died. He ascended into Heaven and is seated at the right hand of the Father where He, the only mediator between God and man, continually makes intercession for those belonging to Him. He shall come again to earth personally and visibly to consummate history and the eternal plan of God.

### The Holy Spirit

The essential accompaniment of the genuine saving relationship with Jesus Christ is a life of holiness and obedience attained by believers as they submit to the Holy Spirit, the third person of the Trinity. He was sent into the world by the Father and the Son to apply to mankind the saving work of Christ. He enlightens the minds of sinners, awakens in them recognition of their need of a Savior and regenerates them. At the point of salvation He permanently in-dwells every believer to become the source of assurance, strength, and wisdom. He uniquely endows each believer with gifts for building up the body of believers. The Holy Spirit guides believers in understanding and applying the scriptures. His power and control are appropriated by faith, making it possible for the believer to lead a life of Christ-like character and to bear fruit to the glory of the Father.

### Human Destiny

Death seals the eternal destiny for each person. For all mankind there will be a resurrection of the body into the spirit world and a judgment that will determine the fate of each individual. Unbelievers will be separated from God in condemnation in Hell. God's judgment will reveal His justice in consigning them to eternal retribution as a result of their own rejection of God. Believers will be received into eternal communion with God in Heaven and will be rewarded for their work done in this life.

### The Church

There is one true church universal comprised of all those who accept Jesus Christ as Lord and Savior. The scripture commands believers to gather together to devote themselves to worship, prayer, teaching the Word, observance of Baptism and the Lord's Supper, fellowship, service to His church, and outreach to the world. Whenever God's people meet regularly in obedience to His command, there is a local expression of the church. Its members are to work together in love and unity, intent on the ultimate purpose of glorifying God.

### Perseverance of the Saints

Those who have received in faith Jesus Christ as Savior and Lord will never fall from grace and be lost, but shall persevere to the end. Though they may fall into sin through neglect and temptation, whereby they grieve the Holy Spirit, impair their Christian growth, bring reproach to the church and temporal judgment on themselves, they will not lose their saving relationship. God in Christ has given to His people eternal life and they shall never perish. They are kept by the power of God through faith into salvation.

### Baptism

Baptism is an ordinance of the Lord Jesus Christ, wherein the believer is immersed in water in the name of the Father, Son and Holy Spirit. Baptism is a sign of the believer's identifying with the death and resurrection of Christ, and of his obedience to God to live and walk in newness of life. It is a prerequisite to church membership.

### The Lord's Supper

The Lord's Supper is an ordinance of the Lord Jesus Christ, to be administered with the elements of bread, and wine or grape juice. It is to be observed by His church until Jesus Christ's return. In no sense is it a sacrament but it is designed to commemorate His death on the cross for the sins of men. This observance is always to be preceded by solemn self-examination.

## **Article IV. Government**

It is agreed that the intention of this body is to discover and follow the will of Christ, its head, in making decisions and taking action. To this end, the government of this church is entrusted to the body of believers who are its members. All internal groups and leadership positions created and empowered by the church shall report to and be accountable to the church, unless otherwise specified by church action. This church is a local, autonomous entity and is not subject to the control of any other ecclesiastical body. However it is an active, cooperating part of the Guadalupe Baptist Association, Southern Baptists of Texas and the Southern Baptist Convention for the purpose of sharing the gospel with the whole world.

## **Article V. Membership**

The church shall have one category of membership. A person may become a member, after completion of orientation class, by one of the following methods:

- A. Admission by Baptism – Any person professing faith in the Lord Jesus Christ as personal Savior and Lord, giving testimony of a personal commitment to Him, and being baptized by immersion.
- B. Admission by letter of recommendation – Members from other churches of like faith may be received as members upon promise of a letter of recommendation from the former church.
- C. Admission by statement – An applicant may be accepted on the basis of his/her personal statement that he/she has accepted Jesus Christ as personal Savior and Lord, and has been scripturally baptized.

### *Rights of Membership:*

Every member is entitled to be present and vote in all elections and on all questions submitted to the church. No voting by proxy shall be permitted.

### Expectations of Membership

- A. Share the responsibility of the church by praying for her health and growth, by inviting the unchurched to attend, and by warmly welcoming those who visit.
- B. Protect the unity of the church by acting in love toward others, refusing to gossip, and by following the leadership of the church.

- C. Serve in the ministry of the church by discovering my gifts and talents, by being equipped by the pastors to serve, and by developing a servant's heart.
- D. Support the testimony of the church by living a Godly life, attending consistently and giving regularly.

*Termination of Membership:*

Membership may be terminated in the following ways:

- A. Death
- B. Letter granted to another church upon request
- C. Erasure upon request of the member
- D. Evidence of membership in another church
- E. Exclusion by action of the church

Church Discipline and Conflict Resolution:

Members of the church who err in doctrine or conduct shall be dealt with in the manner instructed in Matt. 18: 15-17. Conflict within the church shall also be dealt with in the manner instructed in Matt. 18:15-17.

**Article VI. Church Officers**

The church officers shall be the Senior Pastor, Advisors, Deacons, Trustees, Treasurer, Corporate Secretary, and any other officers necessary to maintain the administration and ministry of the church. All officers shall be approved by the church.

Section 1. Senior Pastor

Duties – The Senior Pastor is responsible for leading the church in functioning as a New Testament church. He is responsible for providing leadership, spiritual nourishment, and vision to the body of believers. He is also responsible for the direction and supervision of the ministerial and administrative staff. He serves as a Director and President of the corporate Board of Directors, member of the Advisory Council, and is an ex-officio member of all church administrative teams and ministry teams.

Vacancy – When a Senior Pastor vacancy occurs, the Advisors are required to provide for the preaching, pastoral, and administrative needs of the church. During a Senior Pastor vacancy, they have the authority:

- A. To delegate responsibilities among staff members as well as contracting with a Transition Pastor. Transition Pastor cannot be a candidate to fill the Senior Pastor position. The Transition Pastor reports to the Chairman of the

Advisors.

B. To hire and terminate church employees in conjunction with the Stewardship Team

Selection – A Senior Pastor shall be chosen and called whenever a vacancy occurs. A Senior Pastor Selection Team shall be formed by the church within sixty (60) days of vacancy. The Senior Pastor Selection Team members shall be nominated by the congregation, reviewed by the Advisors, and elected by the congregation. The team shall consist of nine (9) members who represent a wide constituency within the church including two (2) Advisors. An affirmative vote of eighty-five percent (85%) of members present shall be necessary for election to the team.

Election – A Senior Pastor's election shall take place at a meeting called for that purpose, for which at least two week's notice shall be given. The election of the Senior Pastor shall be by secret ballot. An affirmative vote of eighty-five percent (85%) of those present shall be necessary to extend the call.

Termination – The Senior Pastor thus elected shall serve until the relationship is terminated at his request or by a majority of the members voting at a meeting called for this purpose. At least two weeks' notice shall be given for such a meeting.

Section 2. Ministry Staff

Duties – The Ministry Staff is comprised of Associate Pastors and Ministry Directors. Ministry staff positions may be established by the Senior Pastor when he and the Advisors, and the Stewardship Team determine them to be necessary. Such positions may be discontinued or duties changed at the discretion of the Senior Pastor.

Selection – The Senior Pastor or his designate will lead the search for the Ministry Staff. Once a suitable candidate or candidates are found, the Stewardship Team will review the candidate's readiness and make a recommendation to the Senior Pastor.

Supervision – The supervision of the Ministry Staff shall be provided by the Senior Pastor or his designate. In the case of a Senior Pastor vacancy, the Ministry Staff will report to the Chairman of the Advisors or his designate.

Termination – The Ministry Staff once hired shall serve until the relationship is terminated at his/her request or by request of the Senior Pastor or by the Advisors if there is a Senior Pastor vacancy.

### Section 3. Advisors

The Advisory Council shall consist of at least three men in addition to the Senior Pastor. This number may be increased by one for each 500 members in the congregation to a maximum of seven Advisors. The number of Advisors is decided annually by the current advisors based on the church's needs and the number of qualified Deacons.

A chairman of the Advisors shall be appointed by the Senior Pastor annually with the approval of the other Advisors.

The primary functions of the Advisors are:

- A. To regularly review the effectiveness and direction of the church.
- B. To provide spiritual leadership and accountability for both the Senior Pastor and the church.
- C. To assist the Senior Pastor in recommending objectives and goals to the church.
- D. To assist the Senior Pastor in evaluating achievements in terms of objectives and goals.
- E. To promote the unity and Biblical doctrinal purity of the church.
- F. To serve as liaison between the Senior Pastor and the church.
- G. To serve as a facilitating body in terms of church discipline.
- H. To join the active Deacons in administration of the ordinances.

Advisors will be chosen from the roll of ordained Deacons in good standing. Advisors shall meet the Biblical standard for elders found in 1 Timothy 3:1-7 and Titus 1:5-9. Advisor nominations shall be made by the Senior Pastor, active Advisors and Deacon Leadership and subject to vote by the church body. Each Advisor nominee shall be voted on by secret ballot and must receive eighty-five percent (85%) of the votes to be elected. Advisor elections shall be held annually. The Senior Pastor shall have automatic tenure on the Advisory Council while the other Advisors shall serve one-year terms. An Advisor may serve a maximum of three consecutive terms before rotating off the Advisory Council for at least one year, but must be nominated and elected each term served.

Decisions by the Advisory Council shall be reached after prayerful consideration and be made by at least a three-fourths majority of the active Council members.

All decisions of the Advisory Council shall be kept in the minutes of the Council meetings and will be open to any and all of the church body on request.

Advisors meetings may be called by the Senior Pastor or by the Chairman of the Advisors. Meeting notice and purpose must be provided to all active Council members. If a church member has a question, comment or a concern, that member may address it to the Advisory Council at a regular or special called

Council meeting. Regular meetings will be held once a month.

An Advisor may be removed from office if he becomes physically incapacitated or spiritually unqualified (1 Tim. 3:8-12), or his inability to serve is established in the minds of the remainder of the Council.

#### Section 4. Moderator

The Moderator shall be the Senior Pastor or such other member as designated by the Advisory Council.

#### Section 5. Trustees

There shall be two trustees who will serve as Directors on the corporate Board of Directors. They shall be give authority by the church on a case-by-case basis to sign legal documents on behalf of the church. Trustee candidates will be submitted by the Nominating Team to the church for consideration. They will serve at the convenience of the church for a three (3) year term. Trustees will serve on a rotation basis, with no Trustee serving consecutive terms. A trustee may be re-elected after a one year absence.

#### Section 6. Deacons

The Deacon body shall consist of Deacons elected by Parkway Church. The number of active Deacons required to carry out the Deacon ministries of the church will be determined annually by joint action of the Advisory Council and Deacon Leadership. This same joint group will name the Deacon screening committee. Deacons will serve for a three (3) year term on the Deacon Ministry Teams and must rotate for one year before being eligible for re-election to active team status. Once ordained by Parkway Church, a Deacon need not be re-ordained when achieving active status. Deacons who are not on the active deacon teams are expected to be involved in the church and serving according to their gifts and calling.

Selection – The church will nominate for consideration men who are presently baptized members of the church to be screened by a Deacon screening committee. A Deacon must express a calling and possess the qualifications described in 1 Tim. 3:8-12 and Acts 6:3. Upon the screening committee's recommendation, the proper number of nominees will be presented for election by the church. An affirmative vote by eighty-five (85%) of the members voting is required for election.

A Deacon may be removed from active status if he becomes physically incapacitated or spiritually unqualified (1 Tim. 3:8-12).

Duties – Deacons are to be servants in assisting the Senior Pastor in ministry to individuals and family groups. They are not to be a decision-making or administrative team with the exception of the Deacon nomination and screening process.

- A. Deacons are to promote a spirit of unity in the church and heart-to-heart caring and concern for all members as well as those outside the fellowship of the church.
- B. Deacons are to proclaim the Gospel to believers and unbelievers and care for the physical, emotional and spiritual needs of church members and of others in the community by serving on Deacon ministry teams as well as church ministry teams.
- C. There shall be a Chairman of Deacons nominated and elected annually by the Deacon body to facilitate the Deacon ministries. Other officers may be elected by the deacons to facilitate their work.
- D. There shall be Deacon ministry teams in the areas of ordinance celebration, visitation of sick and shut-in, benevolence and such other areas as required to fulfill the ministry objectives of the church.

#### Section 7. Treasurer

The Nominating Team shall recommend to the church a person to serve as church Treasurer. The Treasurer must be elected by the affirmative vote of eighty-five percent (85%) of the persons voting. The Treasurer shall serve a one-year term and shall be a member of the Stewardship Team. The Treasurer shall serve no more than three (3) consecutive terms, but is eligible for re-election after a one-year absence.

The Treasurer shall receive, preserve and pay out, upon receipt of vouchers approved and signed and authorized personnel, all money or things of value paid or given to the church. He/she shall keep at all times an itemized accounting of all receipts and disbursements. Part or all of these tasks and procedures may be delegated to bookkeeping staff members approved by the Stewardship Team.

The Treasurer will render a report to the church at each regular business meeting, showing receipts and disbursements of the previous time period. The Treasurer's reports and records shall be internally audited at least annually.

The church Treasurer may not serve on the auditing group.

#### Section 8. Corporate Secretary

The Corporate Secretary shall maintain and preserve the corporate records. This includes a record of Board of Directors meetings, church business meetings,

and any additional records as directed by the Senior Pastor.

## **Article VII. Corporate Board of Directors**

The corporate Board of Directors shall include the Senior Pastor as President, the church Treasurer, the Corporate Secretary, and the two church Trustees (Article VI, Section 4). The Corporate Board of Directors shall have legal oversight of the physical property of the church, shall be empowered to sign needed legal instruments, and may negotiate on behalf of the church in any transactions regarding physical property and assets as they are expressly directed by proper vote of the church. By resolution, the corporate Board of Directors may delegate to specific officers the power to perform for the Board certain of the Board's duties.

## **Article VIII. Teams**

### Section 1. Ministry Teams

Church ministries are those task groups or teams which perform a service or ministry. Ministry teams shall be formed as the staff or Advisory Council deem necessary. Ministry teams shall serve under the supervision of their assigned leadership and under the direction of the church staff. Ministry teams may be formed or discontinued as necessary to achieve the church's ministry objectives.

### Section 2. Administrative Teams

Administrative teams shall be formed as the staff or Advisory Council deem necessary. The specific members shall be reviewed by staff and the Advisory Council. All members of administrative teams, other than the Nominating Team, serve three year terms. A person cannot be renamed to the same administrative team until a one year waiting period is complete. Administrative teams may be formed or discontinued as necessary to achieve the church's ministry objectives.

#### A. Stewardship Team

The Stewardship Team shall provide oversight and leadership to ensure that all resources including finance and personnel of Parkway Church are having maximum kingdom impact. The primary responsibilities of the Stewardship Team are:

- A. Develop the budget in partnership with Senior Pastor and staff.
- B. Provide oversight and insight into budget management.

- C. Screen Ministry Staff candidates and make recommendation to Senior Pastor.
- D. Make salary recommendations for new positions and review staff salaries annually.

#### B. Nominating Team

The Nominating Team shall recommend church members to fill the corporate positions of Parkway Church. These roles include: Trustees, Treasurer, and Corporate Secretary. The Nominating Team is comprised of the Senior Pastor, the Advisors, the Deacon leadership, and the Ministry Staff.

### **Article IX. Selection of Church Messengers**

Messengers to represent Parkway Baptist Church may be needed to attend meetings of the Guadalupe Baptist Association, Southern Baptists of Texas Convention and the Southern Baptist Convention.

Any active church member is eligible to be elected as a messenger who is 21 years old and has been a member of Parkway Baptist Church for six months.

The Senior Pastor shall be a messenger if he desires. If the Senior Pastor cannot be a messenger, or chooses not to be, he may designate another staff member to be named in his place. Other staff members can be named with the Senior Pastor's approval. Messengers shall be approved by the Advisory Council.

### **Article X. Meetings**

The church's practice shall be to meet each week for the purpose of worshipping and glorifying God, edifying members and reaching unbelievers. Church services may be cancelled at the Senior Pastor's discretion due to weather or other safety concerns. Other meetings of the church as a whole shall be set as necessary to fulfill the purpose of the church stated in Article II.

Small group meetings for the purpose of outreach, Bible study, training or other ministry objectives may be scheduled, provided the purpose, study materials and leaders are approved by the Senior Pastor or staff person responsible for small groups.

There shall be such business meetings as may be required by the church, and they shall be held as follows:

- A. An annual meeting shall be held to take action on the annual church budget.
- B. There shall be a scheduled business meeting once per quarter to review financial reports and conduct other business.
- C. Special business meetings may be called by the Senior Pastor, Moderator, or Advisory Council. The call for such meeting must be announced at all worship services two weeks in advance of the meeting.

Quorum – Members present at meetings held following two weeks of notice at all worship services constitute a quorum.

Parliamentary Rules – Robert’s Rules of Order, Revised, is the authority for parliamentary rules for all business meetings of the church.

## **Article XI. Property Rights**

### Section 1.

The title to all real property of the church shall be in the name of the church and no member or group of members shall have any individual property rights in the assets of the church.

### Section 2.

In the event that the church is dissolved, it will be done in the accordance with the laws of the State of Texas, provided that the assets of the church, after paying or making provision for the payment of all of the church’s liabilities, will be distributed exclusively for the religious purposes of the church.

## **Article XII. Licensing and Ordaining**

### Licensing of Ministers

Any member of the church who gives evidence that he is called of God to the work of the gospel ministry and meets ministerial requirements in Titus 1:5-9 and 1 Tim. 3:1-7 may be licensed by the church. The licensing process requires:

Screening of the candidate by a licensing board named by the Senior Pastor. An affirmative vote by the church of at least eighty-five percent (85%) of those voting upon the recommendation of the candidate by the licensing board.

### Ordaining Ministers

Any member of the church who gives evidence that he is called of God to the work of the gospel ministry and meets ministerial requirements in Titus 1:5-9 and 1 Tim. 3:1-7 may be ordained by this church. The ordination process requires:

Screening of the candidate by an ordination council which is comprised of

ordained men from this church and other churches of like faith and order. An affirmative vote by the church of at least eighty-five percent (85%) of those voting upon recommendation of the candidate by the ordination council. A service of ordination to the gospel ministry will be conducted in the name and presence of this church.

### Ordaining Deacons

Deacons who have been chosen to serve by the church in accordance with the requirements and procedures in Article VI, Section 6 shall be ordained if they have not been previously ordained by this church or a church of like faith and order. A Service of ordination to the office of Deacon will be conducted in the name and presence of this church.

### **Article XIII. Amendments**

These by-laws are meant only to help carry out ministry. Should they get in the way of ministry, they can be changed. The thrust and purpose of the church is in ministry, not government. Government is only the channel that expedites ministry. To the best of its ability, this church must always be organized around ministry in carrying out its activities.

These by-laws may be amended by the affirmative vote of three-fourths of the members present and voting at a regular business meeting or a meeting called for that purpose. The amendments must be presented in writing at a business meeting at least four weeks prior to the vote.

Two identical and complete copies of these by-laws shall be maintained. One copy will be kept by the Corporate Secretary and the other kept in the church office.

Copies of bylaws are to be provided to anyone upon request.

**Adopted 7-13-09**