

**CONSTITUTION
OF
STONY HILL BAPTIST CHURCH
WAKE FOREST, N.C.**

PREAMBLE

To preserve and secure the principles of our faith, to govern the body in an orderly manner, to maintain the liberty of individual church members, and to set forth the relationship of this body to other bodies of the same faith, we do declare and establish this Constitution, which we as members support, to supersede any and all rules of decorum, rules of church government, or minutes of any church conference previously in effect.

ARTICLE I. NAME

This body shall be known as the Stony Hill Baptist Church of Wake Forest, Incorporated.

ARTICLE II. PURPOSE

The purpose of this body is to glorify our gracious Lord and Savior, Jesus Christ. To this end the body will provide regular opportunities for public worship, prayer, and fellowship; sustain the ordinances and doctrines set forth in the New Testament; nurture our members spiritually through a program of Christian education; and support the goal of evangelism through home and foreign missions. We welcome new members regardless of race or cultural origin and commit ourselves to witness to the community through works of benevolence and through outreach programs.

ARTICLE III. STATEMENT OF BASIC BELIEFS: CHURCH COVENANT AND ARTICLES OF FAITH

On the 22nd day of November 1884, Stony Hill Baptist Church first entered into its church covenant and adopted articles of faith, which are set forth here in revised form as of November 1994. We, the members of Stony Hill Baptist Church, remain committed to the Covenant and Articles of Faith articulated below and see ourselves as living witnesses, continually reaffirming the principles stated herein.

Forasmuch as almighty God by His grace has called us out of darkness into His marvelous light and we have been baptized by immersion upon a profession of our faith in Christ Jesus and have given ourselves to the Lord and to one another in the Gospel of Christ, we have committed to form ourselves into a local church body of baptized believers to be governed and guided by a proper discipline in accordance with the Word of God.

We do therefore in the name of our Lord Jesus Christ, and through His assistance, covenant and agree to keep the church discipline that sustains our brotherly fellowship with one another, in brotherly love to pray for each other, and if need be in the most brotherly manner to reprove and admonish one another, observing the direction of our Savior, as given in the 18th chapter of Matthew.

We also agree by God's assistance to pray in our families, attend our church meetings faithfully, observe the Lord's day and keep it holy, partake regularly of the communion of the Lord's supper and not absent ourselves from it without a lawful excuse, and give generously of our means, as God shall prosper us, to aid in maintaining the ministry among us and help in sending the Gospel to all people.

We agree to bear a reasonable part in all the expenses of the church and, as individual members, not to depart from the church or to leave its fellowship without a regular letter of dismissal therefrom. We further agree to the following Articles of Faith:

Concerning the Word of God

We believe that the Holy Scriptures, consisting of Old and New Testaments, were originally and inerrantly communicated by God and therefore are verbally inspired and constitute the infallible authority in all matters of faith, life and conduct.

Concerning God

We believe that there is one God but three persons in the Godhead: Father, Son, and Holy Spirit -- the same in essence and equal in wisdom, goodness, power and glory.

We believe that the love of God is unbounded, His power unlimited, His mercy and goodness in the gracious gift of His Son our Savior fully worthy of the admiration of all men and loudly calling for the love and gratitude of every heart.

Concerning Jesus Christ

We believe that God the Son came incarnate in the person of Jesus Christ, who possesses a real divine and a real human nature. These two natures are united, fully present yet distinct, in the one man Jesus Christ. We believe in His virgin birth; in His sinless life; in His inerrant teaching; in His miracles; in His substitutionary and propitiatory death, by which we have redemption through His blood, even the

forgiveness of sins; in His bodily resurrection from among the dead; in His ascension into Heaven; in His present ministry as Intercessor; in His personal return at the end of the age to raise the dead, glorify the church, judge the earth, and reign as King of kings and Lord of lords.

Concerning the Holy Spirit

We believe the present ministry of the Holy Spirit is to convict the world of sin, of righteousness and of judgment and to indwell and enable the Christian to live in a sober, righteous, and godly manner, unspotted by the world in this present age.

Concerning Mankind

We believe that all persons are created in the image of God yet fell in Adam, the first man, resulting in separation from God, and therefore are not able to keep the perfect law of God nor to obtain salvation by the works of the law.

Concerning Salvation

We believe that the salvation of lost and sinful man comes only through the regenerating work of the Holy Spirit as man repents toward God and exercises faith in our Lord Jesus Christ, our blessed Mediator.

Concerning the Church

We believe that the church on earth consists of believers in our Lord Jesus Christ who are dedicated to the worship and service of God through the proclamation of the Word, the observance of the ordinances, fellowship, prayer, and the administration of discipline.

We believe it to be our duty to assemble ourselves together at least once a week for the purpose of worshiping God and of setting in order the things that belong to His house.

We believe it to be our duty to support and maintain the preaching of the Gospel in our church and abroad by giving our means as we may be able.

Concerning the Ordinances of the Church

We believe that immersion is the only proper mode of water baptism and that believers are the only proper subjects thereof.

We believe that baptism represents the death, burial and resurrection of Jesus Christ and that communion represents the broken body and shed blood of our Savior and is to be given only to believers. Unsaved persons may not partake of communion.

Concerning the End Times

We believe in the bodily resurrection of the dead, both of the just and the unjust: the just to everlasting life and bliss, the unjust to everlasting shame, misery, and perdition.

The above Church Covenant and Articles of Faith, which we agree to observe and keep by the help of the Lord to the best of our ability, shall be read to the church congregation once a year.

ARTICLE IV. CHURCH GOVERNMENT AND AFFILIATIONS

Section 1. Government

Under the authority of Christ, the government of this church is congregational in nature, vested in the body of believers who compose it, who are guided by the pastor and deacon/elder board. Persons duly received as members shall constitute the membership.

All internal groups created and empowered by the church shall report to and be accountable only to the church, unless otherwise specified by church action, this Constitution, or these Bylaws.

Section 2. Affiliations

This body is an autonomous Baptist church whose affiliations with other Baptist churches and organizations shall be approved by the church. In keeping with the history of this church, Stony Hill is voluntarily affiliated with the Raleigh Baptist Association, the Baptist State Convention of North Carolina and the Southern Baptist Convention. However, the nature and extent of such participation in these organizations shall be determined by vote of the church in conference. Financial support and membership in these or other organizations shall in no way imply control of the church, nor conflict with the self-governing authority of this body.

Section 3. Separation from Affiliations or Changes in Church Procedures or Doctrines

Any motion or resolution that would propose to withdraw support from or end affiliation with the Raleigh Baptist Association, and/or from the North Carolina Baptist State Convention, and/or the Southern Baptist Convention, and/or would have as its purpose or result the bringing about of radical changes in our church's observance of procedures and/or doctrines shall be subject to the following requirements before any action may be taken:

A. The motion or resolution shall be presented in writing at any business meeting of the church and shall be read publicly at that meeting.

B. Any such motion or resolution shall remain on file with the church clerk for at least thirty days before it may be acted upon.

C. Such a motion or resolution shall be voted upon only at a special business meeting called solely for that purpose, and shall require for passage the affirmative vote of 75% of the active members, present in person and voting.

ARTICLE V. ADOPTION AND AMENDMENTS

Section 1. Adoption

This Constitution was adopted and made effective by the affirmative church vote of two-thirds of the active members, present in person and voting, at the business meeting called to consider the issue on November 13, 1994.

Section 2. Amendments

This Constitution, or parts thereof, may be amended or repealed by the affirmative vote of 75% of the active members, present in person and voting, at any business meeting of the church, provided that the amendment A) shall have been presented in writing at a business meeting four weeks previously, and B) shall have been published in the church bulletin for four consecutive weeks, or read from the pulpit at Sunday morning church services four consecutive weeks prior to such vote. Such amendments shall be carefully studied by a committee constituted for this purpose by the church, and their recommendations shall be given to the congregation before a vote is taken. A committee to review the Constitution shall be elected at least once every ten years. This constitution was amended on April 11, 1999; June 10, 2001; November 17, 2002; September 14, 2003; January 1, 2004; and June 23, 2013.

**BYLAWS OF
STONY HILL BAPTIST CHURCH
WAKE FOREST, N.C.**

ARTICLE I. MEMBERSHIP

Section 1. General

This is an autonomous and congregational Baptist church under the Lordship of Jesus Christ. The membership retains unto itself the exclusive right of self-government in all phases of the spiritual and temporal life of this church. The membership reserves the exclusive right to determine who shall be members of this church and the conditions of such membership.

Section 2. Candidacy for Membership

A. Any person may offer himself/herself as a candidate for membership at any regular church service in any of the following ways:

- 1) By profession of faith in Jesus Christ as Savior and for baptism by immersion,
- 2) By promise and receipt of a letter of recommendation from another Baptist church of like faith and order indicating that the candidate was a member in good standing and has been immersed by believer's baptism,
- 3) By statement of prior conversion experience in a Christian church and baptism by immersion when a letter from another church is not available, or
- 4) By reaffirmation of faith after a season of repentance.

B. In the event that a candidate is infirm, handicapped, or otherwise physically unable to be immersed, he/she may be received into membership without immersion if such condition is obvious to laymen or substantiated by a physician. In the event that a candidate has been immersed by believer's baptism prior to becoming a candidate for membership, he/she need not be immersed again.

Section 3. Process for Membership

A. All candidates seeking membership by profession of faith shall meet with the pastor or deacon(s) to determine whether the candidate has had a genuine conversion experience.

B. The Covenant, Articles of Faith, Constitution and Bylaws of this church shall be presented to and discussed with each prospective member.

C. Membership shall require the unanimous vote, either by standing vote or by show of hands, of the active members, present in person and voting, at any regular church service. Should there be any dissent concerning a candidate, such dissent shall be referred to the pastor and the deacons for investigation and the formulation of a recommendation to the church within thirty days. If it is determined that the dissent is not Biblically-based, the dissenting vote shall be nullified and the member accepted into fellowship.

Section 4. Responsibilities of Membership

Membership in the church is a serious matter for the believer in that it represents a larger commitment to, and identification with, the Body of Jesus Christ. Christ loved the church and gave Himself for her. Those who follow Him will replicate His commitment to the Church by remaining faithful to and supportive of the Church. This commitment includes, but is not limited to, the following:

- A. Attending faithfully the services of this church,
- B. Giving of time and energy to the ministries of the church,
- C. Sharing in the financial expenses of the church through regular offering and gifts to the church.
- D. Developing spiritually through worship, service, prayer, and fellowship,
- E. Exercising their spiritual gifts for the mutual benefit of themselves and others.
- F. Protecting the church from discord and division by refraining from gossip, slander, or inappropriate discourse with members or guests.
- G. Affirming continually the Church Covenant and Articles of Faith.

Members shall be expected to keep the church clerk apprised of their current address and phone number.

Section 5. Voting Privileges

Voting is a privilege extended to all members 18 years of age or older, not under Watchcare, who regularly participate in worship services. Members may vote at all elections and on all questions submitted to the church in conference, provided the member is present in person. There shall be neither voting by proxy nor absentee voting.

Section 6. Watchcare Membership

A. Persons who are members of another Baptist church may request Watchcare membership at Stony Hill when they are unable to be active in attendance at their home church because of job, military, or education-related absences from their home area, or for other reasons determined by the individual and the church. Membership shall be automatically cancelled after an absence of three months.

B. All of those who are in Watchcare membership shall be allowed to serve the church in capacities or positions for which they are otherwise qualified, with the exception of the office of deacon. Watchcare members shall have no voting privileges.

Section 7. Discipline of Members

It shall be the practice of this church to apply discipline with the utmost care for the redemption and restoration of the individual and not for the purpose of punishment. The pastor and deacons are available for counsel and guidance for any troubled member. Members whose conduct is contrary to Biblical principles shall be dealt with according to the loving principles of discipline set forth in Matthew 18:15-17. These provisions shall be applied without undue haste, in the spirit of patience exemplified by our Lord in Matthew 5:23-24 and Matthew 18:21-22. Only behavior which is so severe as to jeopardize the welfare of the church shall be considered just cause for church disciplinary action. Every effort shall be made to address and resolve a problem quietly and privately before public action before the congregation is taken. No member shall be dismissed or excluded from fellowship until he/she has been informed in writing of the specific charge against him/her and given an opportunity to respond to the charge. Only as a last resort, and after all efforts to resolve the problem lovingly have failed, shall action to exclude the member from membership be brought to the congregation for resolution by the affirmative vote of a majority of active members, present in person and voting. All disciplinary efforts shall be conducted in a spirit of Christian kindness and forbearance. Exclusion of a member shall not preclude restoration to fellowship and membership, should repentance, reconciliation, and request for reinstatement take place at a later time.

Section 8. Termination of Membership

Membership shall be terminated in any of the following ways and the member's name removed from the roll:

- A. by death of the member, at which time the member's name shall be included in the memorial section of the annual church letter,
- B. by dismissal or letter of transfer to another Baptist church,
- C. by erasure upon request of a member,
- D. by proof of membership in another church, or
- E. by official action of this church.

ARTICLE II. CHURCH OFFICERS

Section 1. General

The officers of this church shall be the pastor, any other church ministerial staff, the deacons/elders, the clerk, the treasurer, the directors, any other clerical staff and any other officers who are deemed necessary to carry out the work of the church. All officers shall be elected by the affirmative majority vote of active members, present in person and voting, unless otherwise indicated in this Constitution or these Bylaws. The clerk and treasurer shall be elected by the church upon the recommendation of the nominating committee and shall commence service on the first Sunday of September in the year elected. All who serve as officers of the church and those who serve on church boards/councils/committees or lead church program organizations shall be active members of this church at the time of election to office, with the exception of the pastor and his family, who may not become members until after he is called by the church. The church calendar year shall begin on September 1 and end on August 31.

A. PASTOR

1) Duties and Responsibilities: Generally, the pastor shall serve as the spiritual leader of the congregation. By working together with the deacons and the membership, he shall provide administrative leadership for the total church program and use his gifts to guide the church in the achievement of its mission, to proclaim the Gospel, and to meet the spiritual needs of the congregation and the community. His specific job duties and responsibilities, as well as salary and other compensation, shall be stated in the job description approved by the church. The job

description shall serve as the basis for his employment agreement with the church.

The pastor shall be an ex-officio member of all organizations, departments, committees and boards, but in this capacity he shall not have the right to vote. When the pastor is a designated member of a committee, he shall have the right to vote. He may call a special meeting of the deacons, any committee, or any church organization. He shall conduct religious services on stated and special occasions, administer the ordinances, minister to the members of this church and the community, and perform other duties that usually pertain to the office of pastor, as are enumerated in the pastor's job description. He shall have special charge of the pulpit ministry of the church and shall, in cooperation with the deacons, provide for pulpit supply when he is absent. With the concurrence of the deacons, he shall arrange speakers for revival meetings and other special services. **It shall be his special responsibility to win and lead the church in winning the lost to Christ, to minister to the spiritual needs of the members of his congregation, and through prayer and study to render effective preaching and pastoral ministries.**

2) Vacancy: In the event of a vacancy in the office of pastor, a pulpit committee shall be elected by the church to seek out a minister of the Gospel whose Christian character and qualifications fit him for the office of pastor of the church. This committee shall consist of members who shall be selected by the deacons and approved by the affirmative vote of a majority of active church members, present in person and voting, when a vacancy in the pastorate exists. It shall be the duty of this committee, under the guidance of the Holy Spirit, to prepare an appropriate pastor job description for church approval and seek a pastor for the church. In conjunction with any other appropriate committee or officer and the deacon board, this committee shall be responsible for developing a package of pertinent information including such items as salary, housing, church policies, and copies of the church Constitution and Bylaws for presentation to any prospective pastor. Only such men as can and will conscientiously and without reservation subscribe to the Covenant and Articles of Faith of this church and to its Constitution and Bylaws shall be considered. The unanimous recommendation of the pulpit committee shall constitute a nomination. The committee shall bring only one name at a time to the church for consideration.

3) Call: Upon the recommendation of the pulpit committee, the prospective pastor shall be extended an invitation to preach a trial sermon at a Sunday morning worship service. Two-weeks' public notice of the trial sermon and the intention to vote on the call of the pastor, either by publication in the church bulletin or by announcement from the pulpit, shall

be given the congregation. Immediately following the trial sermon, a vote shall be taken by secret ballot, with the affirmative vote of at least 75% of the active members, present in person and voting, being necessary for calling a pastor, unless the prospective pastor requests a higher percentage. Should the candidate recommended by the committee fail to receive the required minimal 75% or higher vote, the committee shall be instructed to seek out another candidate, and the meeting at which the vote has been taken shall be adjourned without debate. Once called, the pastor shall serve an unlimited tenure, until the relationship is terminated either at his request or the request of the church.

4) Resignation: If he is so led, the pastor may relinquish the office of pastor by giving at least two-weeks' notice to the church at the time of resignation. The church shall then declare the office of pastor to be vacant.

5) Termination: The church may terminate its relationship with a pastor only at a meeting called for that purpose by the board of deacons. This meeting shall be held only at a Sunday morning worship service. Two-weeks' prior notice of such meeting shall be given the membership, either by publication in the church bulletin or by announcement from the pulpit. The moderator for this meeting shall be someone other than the pastor. The pastor shall be absent during the discussion and vote. The vote to declare the office vacant shall be by secret ballot. The affirmative vote of the majority of the active members, present in person and voting, shall be required to declare the office vacant.

In the event that the active deacons unanimously agree that, for any reason, the pastor has lost his effectiveness, or is jeopardizing the welfare of the church by remaining as pastor, or that it would be in the best interest of the church to dissolve the pastoral relationship, and after consultation with the pastor decide that the situation cannot be resolved, it shall be their duty to request his resignation. If the resignation is not forthcoming as requested, the matter shall be brought before the church in a meeting set for disposition of this matter.

If two-thirds of the active deacons are convinced that, for any reason, the pastor has lost his effectiveness, or is jeopardizing the welfare of the church by remaining as pastor, or that it would be in the best interest of the church to dissolve the pastoral relationship, and after consultation with the pastor decide that the situation cannot be resolved, a recommendation that the pastor be terminated may be brought before the church in a meeting set for disposition of the matter.

If the church votes to declare vacant the office of pastor, the termination shall be immediate. Except in cases of gross misconduct, the pastor shall

receive a maximum of four weeks' salary. In all cases, the pastor shall vacate the church parsonage within thirty days of the vote which terminates his relationship with the church.

6) Special Circumstances: In the event that the pastor becomes physically or mentally incapable of continuing in active service, the deacons may declare his office vacant and recommend an interim pastor until a permanent pastor is called.

7) Interim Pastor: Whenever there is a vacancy in the office of pastor, an interim pastor shall be recommended by the deacons and called by the church to serve by the affirmative vote of a majority of active members, present in person and voting, at any Sunday morning worship service. The interim pastor shall serve until a regular pastor is called by the church in accordance with Section 3.

B. MODERATOR

The chairperson of deacons shall serve as moderator to preside at all business conferences of the church, unless he declines, in which case the vice-chairperson of the deacon board shall serve as moderator. In the absence of both, the clerk shall call the church to order and preside over the election of an acting moderator. It is the responsibility of the moderator to conduct all meetings in a nonpartisan manner; consequently, the moderator shall not be entitled to vote. It is the responsibility of the moderator to maintain an atmosphere of courtesy, respect and reverence in God's house.

C. DEACONS / ELDERS

1) General: For well over a century, it has been the tradition at Stony Hill for the deacons to perform the service function of the deacon as well as the administrative function of the elder or spiritual overseer as set forth in the New Testament. The body of deacons shall be composed of a minimum of five deacons at all times, barring unusual circumstances. Each deacon shall serve a term of office of three years beginning the first Sunday in September of each year. Service shall be on a rotating basis. Each year the assigned term of office of one third of the deacon board shall expire and elections shall be held as provided herein to fill vacancies as needed or to add to the deacon board such number as the church shall determine. In the case of resignation from office, death, incapacity to serve, or removal in accordance with Art. 1, Section 8, Discipline, the church may elect a deacon to fill the unexpired term upon deacon recommendation. After serving a three-year term, a deacon shall be eligible for reelection only after the lapse of at least one year, barring unusual circumstances. There shall be no obligation to elect as deacons

those who have been deacons in other churches; but in the event that they are elected, their previous ordinations by other churches of like faith and order shall suffice for this church. The deacons shall elect their own officers, including a chairperson, who shall call and coordinate regular as well as special meetings as needed. In all cases, a majority of the active deacons must concur in order to conclude any business. Ordination of a deacon constitutes a lifetime responsibility; therefore, inactive or non-serving deacons remain ordained deacons and are valuable resources to be called upon as needed for service, assistance or counsel by the church and individual members.

2) Selection: Beginning with the annual election of deacons in September of 1995, the church shall elect deacons in the following manner. In July of each year, after being advised of the Scriptural qualifications required of deacons and prayerfully considering them, active members shall have the opportunity to submit by secret ballot names of prospective deacons who meet those Scriptural qualifications. Only those who have been active members of Stony Hill for at least two years and who meet the Scriptural qualifications of 1 Timothy 3:1-13 and Titus 1:5-9 shall be considered eligible for the office of deacon.

A deacon examination committee consisting of the pastor, the chairperson, the vice-chair, and the clerk of the deacons, and three at-large members of the congregation shall individually examine all those who meet the qualifications for office and inquire as to which of those will consent to serve if chosen. In August of each year, this committee shall present a list of proposed nominations to the church, with each name to be individually ratified by the affirmative vote of at least 75% of the active members, present in person and voting, unless the prospective deacon requests a higher percentage. Each nomination shall be presented to the church only upon unanimous consent of the committee members. All votes for or against a specific candidate must be based on the scriptural mandates given in 1 Timothy 3: 1-13 and Titus 1: 5-9. Should there be any dissent concerning a candidate, such dissent shall be referred to the pastor and the deacons for investigation and the formulation of a recommendation to the committee. If it is determined that the dissent is not Biblically-based, the dissenting vote or votes shall be nullified and the nomination shall be presented to the church for ratification. Nominations presented to the church shall be limited to the number of vacancies in office. Should this procedure fail to fill a vacancy which jeopardizes the minimum number requirement of five deacons, the remaining active deacons shall have the responsibility of filling the office. Any person elected to the office of deacon who has not previously been ordained shall be ordained after election in a special service which shall include the laying on of hands as recorded in the New Testament.

3) Duties and Responsibilities: Deacons are expected to attend worship services regularly and to support all phases of church work. In the spirit of 1 Timothy 3:1-13 and Titus 1:5-9, they shall serve with the pastor and staff in performing and overseeing the tasks of leading the church in proclaiming the Gospel and in caring for the needs of church members as well as the community. Consequently, it shall be the responsibility of the deacons to work with the pastor and staff in leading the church, in striving for the spiritual advancement of the church, in visiting and ministering to the needs of church and community members, in supervising the finances of the church, in assisting the pastor in carrying out the church ordinances, and in making any recommendations pertaining to the welfare and work of the church. Any recommendation brought to the church for a vote shall have been reviewed by the deacons before its presentation as a matter of courtesy.

D. CLERK

The church shall elect annually a clerk as its clerical officer. The incumbent clerk may serve successive terms as long as he/she receives church approval through majority vote. It shall be the duty of the clerk to attend, or in special circumstances to be represented at, all church business meetings. The clerk shall be responsible for keeping a careful and accurate record of all official actions and business transactions of the church. The clerk shall be responsible for keeping a register of names of all members, with dates of baptism, admission, dismissal, death, or other changes. The clerk shall issue letters of dismissal, preserve on file all communications and written official reports, and give required notice of all meetings where notice is required by this Constitution or these Bylaws. At each regular business meeting, the Clerk shall read any and all letters of transfer, to or from churches of any denomination, received since the last regular business meeting. The clerk shall be responsible for preparing the annual letter of the church to the Raleigh Baptist Association. All church records shall be considered church property and shall be safely kept.

E. TREASURER

The church shall elect annually a church treasurer as its financial officer. The incumbent may serve successive terms as long as he/she receives church approval through majority vote. It shall be the duty of the treasurer to receive, preserve, and disburse, upon proper authority and upon receipt of vouchers approved and signed by authorized personnel, all money or things of value paid or given to the church, keeping at all times an itemized account of all receipts and disbursements. It shall be the duty of the treasurer to render to the church at each regular business meeting an itemized report of the receipts and disbursements of the preceding month. It shall be the duty of the treasurer to consult periodically with an

insurance expert regarding the insurance needs of the church, after which he/she shall advise the deacon board who shall make recommendations as needed to the church. The treasurer's reports and records shall be audited annually by a certified public accountant. The treasurer shall be bonded, with the church paying the premium for the bond. Upon rendering the annual account at the end of each fiscal year and its acceptance and approval by the church, the treasurer shall safely keep and preserve the accounts and all financial records as a part of the permanent church records. The church fiscal year shall run concurrently with the church calendar year which begins on September 1 and ends August 31.

F. DIRECTORS

The church shall annually elect a minimum of three responsible, long-standing members of both the community and this church as directors to serve in a fiduciary capacity as the legal officers of the church. One of the directors shall be elected by the church as President of the Board of Directors. The church shall divide the positions of Vice President, Secretary, and Treasurer among the remaining directors. They shall hold all church property in trust on behalf of the church. Upon a specific affirmative vote of 75% of active members, present in person and voting, authorizing each action, they shall have the power to buy, sell, mortgage or in any way encumber, lease, or transfer any church real property. Upon a specific affirmative vote of the majority of active members, present in person and voting, authorizing each action, they shall have the power to buy, sell, mortgage or in any way encumber, lease, or transfer any church personal property. When the signatures of directors are required, all shall sign any legal documents involving the sale, mortgage, purchase, or rental of real or personal church property, or any other legal documents related to church-approved matters.

G. OTHER CHURCH OFFICERS

1) General: Additional church officers, with the exception of ministerial staff, that shall be deemed necessary by the church shall be subject to the affirmative vote of a majority of active church members, present in person and voting.

2) Ministerial Staff: Ministerial staff shall be called and employed as the church determines the need for such offices. A job description shall be written by the appropriate committee and approved by the church when the need for a staff member is determined. Those staff members from whom the church requires evidence of a personal call of God shall be recommended to the church by committee and called by the affirmative vote of 75% of active church members, present in person and voting. Members of the ministerial staff may resign their positions upon giving at

least two-weeks' notice to the church. Upon the recommendation of the pastor and the deacon board and by the affirmative vote of the majority of active church members, present in person and voting, the church may vote to terminate such positions. Terminations shall be immediate; moreover, compensation conditions shall be recommended by the deacon board and determined by majority church vote.

3) Clerical Staff: Clerical staff shall be called and employed as the church determines the need for such staff. A job description shall be written by the appropriate committee when the need for such a staff member is determined. Staff deemed necessary by the church shall be subject to the affirmative vote of a majority of active church members, present in person and voting. Members of the clerical staff may resign their positions upon giving at least two-weeks' notice to the church. Upon the recommendation of the pastor and the deacon board and by the affirmative vote of the majority of active church members, present in person and voting, the church may vote to terminate such positions. Terminations shall be immediate; moreover, compensation conditions shall be recommended by the deacon board and determined by majority church vote.

ARTICLE III. CHURCH COMMITTEES

Section 1. General

Each committee shall elect its own chair from its duly elected members. Reports of the present activities and projected plans of each committee, if appropriate, may be made upon request. Members of standing committees are elected annually unless otherwise stated herein and shall serve from the first Sunday in September to the last Sunday in August. Special committees shall be constituted as needed; members will serve until the committee task has been completed and their recommendations have been voted on by the church.

Section 2. Standing Committees

A. AUDIO-VISUAL COMMITTEE

The members of this committee shall manage and oversee all audio and visual equipment for all church services and events.

B. BUDGET COMMITTEE

The members of this committee shall make recommendations as to how the church should allocate its funds for each church year, taking into account the various ministries and needs of the church. The committee

shall develop a proposed budget for the next church year, to be presented for church approval no later than the second Sunday in July. The budget may be revised according to the will of the church and resubmitted for church approval no later than the second Sunday in August.

C. BULLETIN COMMITTEE

The members of this committee shall be responsible for preparing the weekly church bulletins and bulletins or announcements as needed for any special occasion.

D. CEMETERY COMMITTEE

The members of this committee shall be responsible for the maintenance and improvement of the church cemetery as well as the implementation of church cemetery policies.

E. CHURCH SECURITY COMMITTEE

The members of this committee shall be responsible for securing the church building and the Family Life Center.

F. CLEANING CONTRACT COMMITTEE

The members of this committee shall be responsible for preparing for church approval an appropriate annual contract enumerating the duties required of those who clean the church building. They shall receive and evaluate bids and make appropriate recommendations to the church for action. They shall be responsible for supervising all persons who clean the church.

G. COMPASSION MINISTRY TEAM

The members of this committee shall be responsible for identifying needs in the community and coordinating church efforts to provide assistance. Contingent upon church approval, this committee shall oversee the use of the compassion ministry fund, develop policies, and make appropriate recommendations to the church in response to requests for assistance from this fund.

H. COUNTING COMMITTEE

The members of the counting committee shall be responsible for collecting from the ushers the weekly offerings and for keeping an accurate written tally of those church receipts. Their tally shall be verified by the church

treasurer, who shall then post the amount on the church records board and deposit the funds in the church account.

I. FACILITIES COMMITTEE

This committee is responsible for the supervision, maintenance and improvement of church facilities. Their work includes maintaining all church properties and furnishings for ready use; making regular inspections of all church property; making necessary repairs to church facilities; and recommending any necessary improvements. This committee shall manage the use of the facilities and administer policies as approved by the church. They shall be authorized to handle any repairs of an emergency nature in the interest of safety or to protect property.

J. GROUNDS COMMITTEE

The grounds committee is responsible for the supervision, maintenance and improvement of church grounds. Their work includes maintaining all church grounds for ready use; making regular inspections of all church grounds; making necessary repairs and recommending any necessary improvements. This committee shall maintain a current inventory of all church lawn care equipment. They shall be authorized to handle any repairs of an emergency nature in the interest of safety or to protect property.

K. HISTORICAL COMMITTEE

The members of this committee shall be responsible for examining all historical papers, photographs, materials, valuable letters and records that belong to the church and for taking appropriate photographs in order to preserve an accurate current history of the church. Reports shall be made to the church as needed and facts published concerning the church as important occasions arise.

L. NOMINATING COMMITTEE

The nominating committee nominates persons to serve in all church offices unless otherwise specified herein and fills vacancies as they occur. Persons considered for such positions shall first be approved by the nominating committee before they are approached for recruitment. The nominating committee shall present to the church for election by majority vote all who accept the invitation to serve. An effort shall be made, when possible, to avoid nominating persons who are currently serving on more than two committees. Members shall hold office for the church calendar year. The committee shall include two to four church members in addition to Pastor, Associate Pastor(s), the Sunday School director, and either the

president or a representative of these organizations: the Brotherhood president, the WMU, and the Helping Hands.

M. OFFICE EQUIPMENT COMMITTEE

The members of this committee shall be responsible for arranging for the maintenance and/or repair of all church office equipment and for taking an inventory of all church office supplies to ensure that sufficient quantities are available for use.

N. SANCTUARY FLOWERS COMMITTEE

The members of this committee shall be responsible for providing floral arrangements or other appropriate decorations for the sanctuary for worship and other special services.

O. SPECIAL EVENTS COMMITTEE

In conjunction with pastoral staff, this committee shall be responsible for planning special events, including but not limited to Homecoming, Harvest Day, baptismal fellowships, and Christmas Open House.

P. TRANSPORTATION COMMITTEE

The members of this committee shall be responsible for the inspection, maintenance and repair of all church vehicles. They shall be authorized to arrange any repairs of an emergency nature in the interest of safety or protection of property.

Q. USHER COMMITTEE

The members of this committee shall welcome and assist people arriving for worship and other special services. They shall distribute bulletins and other information as appropriate. The ushers shall ensure adequate seating for worship services, shall check and regulate ventilation, lighting, and room temperature during services or meetings, and shall collect the offering. They shall seek to maintain order and reverence in the services and meetings.

R. VETERANS DAY PLANNING COMMITTEE

The members of this committee shall be responsible for planning the annual Veterans Day service. This will include inviting guest speakers, arranging for special music, and encouraging community and church involvement in the Veterans Day celebration.

S. YOUTH COMMITTEE

The members of this committee shall be responsible for planning a variety of appropriate activities for the youth placed in their charge, including activities which shall provide spiritual growth, service opportunities, and Christian fellowship.

Section 3. Special Committees

The church shall elect special committees for specific tasks as needed. These will include, but will not be limited to, selecting a candidate to fill the office of pastor (see Article II.A.), examining the qualifications of candidates for the office of deacon (see Article II.C), and reviewing these bylaws to recommend amendments (see Article X).

ARTICLE IV. CHURCH VOLUNTEER POSITIONS

A. CHURCH REPORTER

The church reporter shall be responsible for writing the weekly summary of the church's worship services and events as well as announcing upcoming events to the community. The church news shall be submitted to *The Wake Weekly*, as needed.

B. LAY REPRESENTATIVE AND MESSENGERS

A lay representative and messengers are elected by the church for the purpose of representing the church and for voting on issues presented at such meetings of the Raleigh Baptist Association, the Baptist State Convention of North Carolina, the Southern Baptist Convention, and other such organizations as the church authorizes them to attend.

C. NURSERY DIRECTOR

The nursery director shall be responsible for planning and coordinating the care of any small children of church members and visitors who wish to use the nursery. The director shall be elected annually, as needed. Children and Youth workers must comply with current requirements and protocols as stated in the church's Child Protection policy.

D. VACATION BIBLE SCHOOL DIRECTORS

The Vacation Bible School directors shall plan, coordinate, administer and

evaluate the annual Vacation Bible School program. They shall be responsible for purchasing all necessary supplies, for promoting community and church involvement, and for maintaining records necessary for the improvement and continuation of the program. Children and Youth workers must comply with current requirements and protocols as stated in the church's Child Protection policy.

ARTICLE V. CHURCH PROGRAM ORGANIZATIONS

Section 1. General

The church shall maintain programs of Bible teaching, new member orientation, mission education and support, and music performance. All organizations related to church programs shall be under church governance, all officers or directors being approved by the church and reporting regularly to the church, and all program activities being subject to church coordination and approval. The church shall approve the leaders and provide the physical and financial resources for the appropriate advancement of these programs. All use of church facilities must be in compliance with current building policies.

A. AWANA

Awana is a church program that supports evangelism and discipleship of children and youth. Its tasks shall be to create and implement effective programs and to provide tools and training that will equip leaders to reach youth for Christ. AWANA leaders, in conjunction with ministerial staff, shall recommend and approve the director. Children and Youth workers must comply with current requirements and protocols as stated in the church's Child Protection policy.

B. BROTHERHOOD

The Brotherhood is an organization that supports mission education and support for men and boys. Its tasks shall be to teach missions, to engage in mission activities and personal witnessing, and to support church, local and world missions through prayer, service and offerings.

The Brotherhood shall elect such officers and sponsor such organizations as its program requires. In conjunction with the pastor, the Brotherhood shall plan, organize and sponsor Baptist Men's Day annually.

Special opportunities for mission offerings at Stony Hill have traditionally included the Lottie Moon offering for foreign missions at Christmas, the Annie Armstrong offering for U.S. missions at Easter, and the State Home Missions and Cooperative Program.

C. CHURCH MUSIC

The Church Music organization shall provide music education, training, and performance. The Church Music program shall be under the direction of a Worship Pastor. The Worship Pastor shall determine a suitable program for church music and make such arrangements as are necessary to meet the needs of the program. The Worship Pastor has traditionally been responsible for planning Easter and Christmas programs.

D. HELPING HANDS

The Helping Hands is an outreach ministry of the church that provides compassion and comfort during a time of bereavement in the community. The Helping Hands shall elect such officers and sponsors such organizations as its program requires. Traditionally, the Helping Hands provide a sit-down meal for family and friends of a deceased member. The luncheon or dinner is normally served immediately following the funeral or burial.

E. SUNDAY SCHOOL

The Sunday School shall be the basic organization of the church for Biblical teaching. Its tasks shall be to teach the Biblical revelation, to reach persons for Christ, to promote evangelism, and to encourage fellowship and individual Christian growth.

The Sunday School shall be organized by departments and/or classes, appropriate for all ages, and shall be conducted under the direction of the Sunday School Director and Assistant Director who shall be elected by the church annually. They shall have general oversight of the church's Sunday School program, shall administer its affairs, and shall acquaint themselves with the best methods and materials for Christian education. Children and Youth workers must comply with current requirements and protocols as stated in the church's Child Protection policy. With the exception of ordained staff members, no person shall hold a teaching position for the first six months of his or her membership.

F. WOMEN'S MISSIONARY UNION

The Women's Missionary Union shall be the mission education and support organization of the church for women, girls, and preschool children. Its tasks shall be to teach missions, to engage in missions activities and personal witnessing, and to support church, local and world

missions through prayer, service and offerings.

The Women's Missionary Union shall elect such officers and sponsor such organizations as its program requires.

Special opportunities for mission offerings at Stony Hill have traditionally included the Lottie Moon offering for foreign missions at Christmas, the Annie Armstrong offering for U.S. missions at Easter, and the State Home Missions and Cooperative Program.

ARTICLE VI. CHURCH COUNCIL

The Church Council shall be constituted on an as-needed basis to serve the church by planning and coordinating the ministries and programs of the church and its organizations. Regular members of the Church Council shall be the pastor, other ministerial church staff members, the chairman of deacons, the Sunday School director, the presidents of the Brotherhood and the WMU, the music director, and the chairpersons of church committees.

ARTICLE VII. CHURCH ORDINANCES

Section 1. Baptism

This church shall receive for baptism any person who has received Jesus Christ as Savior by personal faith, who professes Him publicly at any worship service, and who expresses a commitment to follow Christ as Lord.

- Baptisms shall be
- A. by immersion in water,
 - B. performed by the pastor or other ordained minister authorized by the church, with the deacons to assist in the preparation for and the observance of this ordinance, and
 - C. administered as an act of worship during any worship service.

Persons professing Christ who fail to be baptized after a reasonable length of time shall be counseled by the pastor or deacons.

Section 2. The Lord's Supper

The Lord's Supper is a symbolic act of remembrance whereby members of the church, through partaking of the bread and fruit of the vine, commemorate the death of Jesus Christ and anticipate His second coming.

The Lord's Supper shall be observed as an act of worship on the last Sunday of every month. The pastor and deacons shall be responsible for the preparation and administration of the Lord's Supper.

ARTICLE VIII. CHURCH MEETINGS

Section 1. Worship Services

The church shall meet regularly each Sunday morning, Sunday evening, and Wednesday evening for periods of Bible study, prayer, praise, preaching, evangelistic outreach and fellowship as expressions of the congregation's commitment to worshipping and serving God. These meetings shall be open to all members of the church as well as all visitors. The planning and conducting of these worship services shall be under the direction of the pastor.

Section 2. Special Services

Worship services expressing the church's special emphasis upon Christian renewal or evangelism shall require the pastor's and the deacon board's approval prior to the planning of such services, the issuing of invitations to guest speakers, and the placing of special services on the church calendar.

Section 3. Regular Business Meetings or Church Conferences

The church shall hold regular business meetings or meet in church conference at least monthly, or as deemed necessary by the deacon board. The election of officers for the new church year and for the transaction of other business shall take place annually in the month of August.

Section 4. Special Business Meetings

Either the pastor or deacon board may call the church into conference to consider matters of a special nature and significance. Unless otherwise provided by this Constitution and these Bylaws, a one-week notice must be given for the specially-called business meeting unless extreme urgency renders such notice impractical. The notice to the congregation shall either be by publication in the church bulletin or by announcement from the pulpit. In the event that the subject of the special business meeting concerns A) the decision of the church to buy, sell, mortgage or in any way encumber, lease, or transfer any church real property, or B) the call or termination of the pastor or other pastoral staff, or C) the replacement of any other church officer, a two-week notice must be given the congregation, either by announcement from the pulpit or by publication in the church bulletin. Such a meeting shall be held only at a Sunday morning worship service.

Section 5. Parliamentary Rules

Except as otherwise provided by this Constitution and these Bylaws, the latest edition of *Robert's Rules of Order* shall be the authority for parliamentary procedure for all church business meetings. All those who attend and/or participate in any meeting or church conference shall demonstrate courtesy and respect toward one another out of reverence for the sanctity of God's house.

Section 6. Quorum

The quorum for all church business meetings shall consist of those active voting members who attend the business meeting, provided it is either a regularly scheduled business meeting or a special meeting for which proper notice has been given, unless extreme urgency renders such notice impractical.

Section 7. Special Events

In keeping with the time-honored traditions of Stony Hill, Homecoming shall be celebrated annually on the first Sunday in May and Harvest Day shall be celebrated annually on the Sunday before Thanksgiving. Both events are special times in the history of this church which encourage the worshipping of God Together as a congregation in warm fellowship and joy. The Veterans Memorial service shall be held each year either on Veterans Day, when it falls on a Sunday, or on the Sunday preceding Veterans Day. Vacation Bible School shall take place each year during the last full week of June.

ARTICLE IX. LICENSING AND ORDINATION

Section 1. License to Preach or to Proclaim the Gospel

When active church members have demonstrated by their Christian life, by spiritual preparedness and by aptness to teach that they are called of God to the work of the ministry, the church may license them to preach or to proclaim the Gospel as an acknowledgement of their call to the ministry upon the recommendation of the pastor and the deacon board and by the affirmative vote of a majority of active members, present in person and voting. In seeking a license to preach the Gospel, the licensee must have preached within hearing of the church before any church action is taken. The clerk of the church may furnish the member with a copy of the minutes or a certificate of license as the credential. It is understood that the performance of civil duties by the licensee shall be governed by state and local law.

Section 2. Ordination of Ministers

The church may ordain to the Gospel ministry active church members who give evidence of having been called of God. First, the pastor and deacons shall examine the candidates to determine the validity of and Scriptural basis for their calling. The pastor and deacons shall present the candidates' names to the church for action only after they are unanimously satisfied with their testimony and qualifications. Only then may the church express approval of the ordination process by the affirmative vote of 75% of the active members, present in person and voting, at any business meeting of the church.

ARTICLE X. AMENDMENTS

These Bylaws, or parts thereof, may be amended or repealed by the affirmative vote of 75% of the active members, present in person and voting, at any business meeting of the church, provided that the amendment A) shall have been presented in writing at a business meeting four weeks previously, and B) shall have been published in the church bulletin for four consecutive weeks, or read from the pulpit at Sunday morning church services four consecutive weeks prior to such vote. Such amendments shall be carefully studied by a committee constituted for this purpose by the church and their recommendations shall be given to the congregation before the vote is taken. A committee to review these Bylaws shall be elected at least once every ten years. These bylaws have been amended thus far on the following dates: April 11, 1999; June 10, 2001; November 17, 2002; September 14, 2003; January 1, 2004; and June 23, 2013.