MEETING MINUTES
CONSTITUTION COMMITTEE
September 24, 2024

Meeting opened at 6:45pm

Members present: Pastor Mike, Ron Dick, Kay Monson, Rod Kitterman, Julie Knowles, Daren Swanson

August minutes were approved, with a question by Daren for clarification on Section 3 in the finance portion in the by-laws. Agreed to change the wording of:

> *The budget planning of the Church shall be carried out through the medium of annual budgets for carrying out the various programs of its work. Annual budgets shall be adopted by the Church upon recommendation of the Council of Elders, or, if authorized by the Council, the Trustees or other committee. Matters involving staff compensation shall be the responsibility of the lay members of the Council of Elders. The Council of Elders may delegate this responsibility provided such delegation is to the Trustees or other lay members of the Church.*

To:

> *The Trustees are responsible for preparing the annual budget and presenting it to the Council of Elders for approval. Annual budgets shall be adopted by the Church upon recommendation of the Council of Elders, or, if authorized by the Council, the Trustees. Matters involving staff compensation shall be the responsibility of the lay members of the Council of Elders. The Council of Elders may delegate this responsibility provided such delegation is to the Trustees or other lay members of the Church.*

BY-LAWS WORK:

- Discussion on the document *Relation Commitments* by Bethlehem Baptist Church. After a discussion on questions regarding a question on p .2-6 (top bullet), and a question on p. 2-8 (#4), item was tabled for a later date.
- ARTICLE ON MEETINGS
    - Agreed on the following wording for
        - **Section 1: FOR WORSHIP**
            - ***The stated meetings of the church for public worship shall be held Sunday mornings and at other times as designated by the Elder Board. The Lord's Supper shall be observed at least once a month.***
    - Agreed on the wording for**:**
        - **Section 2: FOR BUSINESS**
            - ***1. ANNUAL MEETING. The annual meeting shall be held some time during the last month of the fiscal year of the Church for the purpose of calling and/or reaffirming the officers, reviewing proposed budgets and other business. Officers called at the annual meeting shall assume their duties at the beginning of the new fiscal year.***
            - ***2. SPECIAL MEETINGS. The elders, or 20% of the membership in good standing, by written notice to the elders, may call for a special meeting. Notice of the meeting shall be given from the pulpit or by other notification, the particular object of such meeting being clearly stated in the notice. In the calling of special meetings for purposes where an interval after***

advance notice is required by provision in these bylaws or according to law, such provisions shall be observed. Notice shall be given at least one week in advance for meetings on matters that require expedited handling as determined by the elders.

- ***[2 cont.] At any business or special meeting, officers may be elected and positions filled as needed, so long as all relevant constitutional requirements have been met.***
- ***3. PROPER NOTICE. Proper notice for all regular and special business meetings shall be by bulletin or pulpit announcement at a Sunday worship service prior to the such meetings. Such notice shall include any special items for action at regular meetings and shall include the purpose(s) of any special meetings. Exceptions to this will occur with regard to the items in Articles _____ and _____ (in new constitution.***

- Agreed to cut mention of quarterly meetings.

Next meeting scheduled for: **TUESDAY, OCTOBER 22nd at 6:30pm.**