

**BY-LAWS**

**Lakelands Baptist Association**

**Article I - Name**

This body shall be known as The Lakelands Baptist Association of South Carolina. No portion of these By-Laws may be inconsistent with the Articles of Incorporation. The principle office address is 310 Panola Avenue, Greenwood, South Carolina 29646.

**Article II – Purpose**

It shall be the mission of the Lakelands Baptist Association to prepare the Lakelands area of South Carolina and beyond for God’s coming Kingdom by focusing specifically on missions, ministry and church multiplication.

**Article III - Membership**

The Lakelands Baptist Association consists of those churches which have been approved for membership, affirming both the purposes of the association and the “Baptist Faith and Message” as adopted by the Southern Baptist Convention in 2000.

Any Southern Baptist church that wishes to become a member of the Association may apply by writing a letter stating their desire to become affiliated with the Lakelands Baptist Association. That letter shall be referred to an Admission of Church(es) Committee (see Article VIII, Section III) and the church shall be admitted to membership by a two-thirds (2/3) vote of the Association. Any church seeking membership shall make application in writing not less than three (3) months before the next meeting of the Association. The application shall be on the table one year before final action of the Association. This one-year waiting period does not apply to Southern Baptist churches in good and regular standing which desire to transfer by letter from another Association, or to churches which have been sponsored and recommended by a church which is a member of the Association.

Any member church that deviates from the Baptist Faith and Message 2000 shall be brought to the attention of the Associational Moderator. The Moderator, upon finding sufficient cause, shall appoint an Associational Admission of Church(es) Committee to investigate the matter and bring a report to the Executive Board of the Association. The Executive Board shall then determine if a recommendation concerning removal of a church from membership in the Association should be presented at the next Annual Meeting. If so, that recommendation to remove a church from membership of the Association shall be a joint recommendation from the Moderator, the Admission of Church(es) Committee, and the Executive Board. Removal of membership of a church found in violation must be approved by a two-thirds (2/3) vote of messengers present and voting at the annual meeting.

**Article IV - Officers**

- A.** The officers of the Association shall be a Moderator, a Moderator-Elect, an Associational Missionary, a Clerk, and a Treasurer.
- B.** These officers, except the Associational Missionary and the Treasurer shall be elected by the Executive Board annually in its April meeting, with their term of office to begin at the close of the Annual Meeting of the Association. The Moderator shall serve for one year. The Moderator-Elect shall automatically become the Moderator. The Clerk shall be elected for a two-year term and can be nominated for additional terms. The Associational Missionary, Moderator and the Moderator-Elect shall be ex-officio members of all teams and committees.

- C. All officers, team and committee members (except as otherwise noted) shall be nominated by the nominating committee and elected by the Executive Board at the April meeting of the Association.
- D. Any vacancy in office, including Associational Missionary, Administrative Assistant/Treasurer, and all other full-time employees or ministers, shall be filled by the Associational Executive Board, upon recommendation by the Associational Leadership Team. Other part-time employees and contract workers of the Association shall be employed by the Personnel Committee of the Associational Leadership Team.

**Article V – Executive Board**

- A. The Executive Board shall consist of the Pastor/Interim Pastor and two lay people for a total of three (3) persons from each member church for the first 500 resident members, with an additional person for each 500 additional resident members or fraction thereof, the Moderator, Moderator-Elect, Clerk, Treasurer, Associational Missionary, and the Associational Leadership Team. The Board shall meet a minimum of three (3) times per year.
- B. Each church is to elect its members to the Executive Board of the Association and report that information to the Association Office. Members of the Executive Board serve at the discretion of the church they represent; therefore, a representative may be removed/ replaced at the discretion of the church they represent.
- C. The Moderator and Clerk of the Association shall serve as chairman and secretary, respectively, of the Executive Board.
- D. It shall be the duty of the Executive Board to carry forward the work of the Association as directed by the messengers between sessions and make reports to the Association. Executive Board meetings may be called by the Moderator at his discretion with up to ten (10) days notice to members. A quorum shall consist of a minimum of one board member from 12 churches of the Association and a minimum of one officer of the Association.
- E. If neither the Moderator nor Moderator-Elect is present, the clerk shall preside over the meeting with the first order of business being to select from those present a moderator for that meeting only.

**Article VI – Annual Meeting**

- A. The Association shall have an Annual Meeting. The Annual Meeting will be held on the third (3rd) Sunday of October, unless there are five (5) Sundays in the month, in which case the Annual Meeting will be held on the fourth (4th) Sunday of October, for the purpose of inspiration, receiving information and reports, and setting the Associational Budget.
- B. Messengers shall be elected by the churches of the Association to the Annual Meetings. Each church shall be entitled to four (4) messengers, with an additional messenger allowed for every fifty (50) members above the first fifty (50) or fraction thereof, with a maximum of twenty (20) from any one church.
- C. The Association, as an independent body, holds the right to refuse to recognize messengers from any church in the Association which abandons the articles, principles or purposes of the By-Laws. Any church, at their request, shall have the liberty of withdrawing messengers from the Association.

- D. The Associational year shall begin on the first day of October and end on the last day of September of each year.
- E. A quorum at the annual meeting shall consist of a minimum of thirty (30) messengers representing at least twelve (12) churches in the Association.
- F. In case of an emergency, the Executive Board may change the time or place of any Annual Meeting or may call a special meeting of the Association.
- G. The deliberating of the body shall be governed by the latest printing of Robert's Rules of Order. Proxy voting shall not be allowed.
- H. All motions to be considered must be presented to the Executive Board in a regular or called meeting prior to the Annual Meeting with the exception of a motion presented by a team or committee of the Association.

**Article VII – Associational Leadership Team**

- A. **Associational Leadership Team (ALT)** – The Associational Leadership Team shall be composed of the Associational Missionary, Moderator, Moderator-Elect, Treasurer, Clerk, and three (3) members at large from the Great Commission Group and three (3) members at large from the Administrative Group. These six (6) representatives shall be appointed by the Associational Missionary. The Associational Leadership Team will coordinate the work of the Association, prepare the Annual Calendar, and make day-to-day decisions about the work of the Association designated to them within the parameters set forth by the Executive Board. The Associational Leadership Team will determine the frequency of its meetings, but will be available to meet with the Associational Missionary at times when decisions must be made. When a vacancy occurs in the office of Associational Missionary or Administrative Assistant/Treasurer or any other full time staff position, a five (5) member search team from the Association shall be appointed by the Associational Leadership Team.
  - 1. **Personnel Committee** – The Personnel Committee shall be a subcommittee of the Associational Leadership Team and shall consist of three (3) members selected by the Associational Leadership Team. The duties of the Personnel Committee shall be to assist the Associational Leadership Team in writing and reviewing job descriptions, annually reviewing the staff and their needs, making recommendations to the Budget Committee regarding cost of living and/or merit pay increases for staff, hiring part time and contract workers for the Association, and handling disputes that may arise among the ministers and staff/employees/contract workers of the Association.

**Article VIII - Teams/Committees; Size; Term; Responsibilities**

**I. Great Commission Group**

**A. Missions Teams**

- 1. **Baptist Collegiate Ministry Team (BCM)** – The Lakelands Baptist Association shall provide assistance, guidance, and support to Baptist Campus Ministry at Erskine College, Lander University and Piedmont Technical College. This Team will serve to assist staffing, budgeting, and reporting collegiate ministry on these campuses.
- 2. **English as a Second Language Team (ESL)** - This team seeks to provide ministry to the internationals of the Lakelands by promoting conversational English skills, witnessing

and teaching the Bible. These objectives shall be achieved by meeting basic needs of internationals, promoting the formation of relationships, developing cultural awareness and sharing Christ's love with adult students and their families. Team members shall complete Literacy Missions training through the North American Mission Board.

3. Missions Mobilization Team (MMT) – The purpose of this team shall be to keep the Association aware of mission opportunities and mobilize churches to fulfill the Great Commission throughout the Lakelands, the state, the nation and the world.
4. Women's Missionary Union Team (WMU) – The purpose of this team shall be to work with the state and national WMU organizations in providing mission education promoting mission opportunities for preschoolers, children, youth and adults within the churches of the Association and around the world.

## **B. Ministry Teams**

1. Disaster Relief Team – This team shall enable the churches of the Association to partner with the South Carolina Baptist Convention in having opportunities to be part of a highly trained and well organized disaster relief effort prepared to respond to disasters when called upon by state and national leaders.
2. Discipleship Team – This team shall provide opportunities to disciple believers through Associational training with a primary focus on participation in local, state, and national Bible Drill events.
3. Men's Ministry Team – This team shall provide opportunities for the men and young boys of the churches of the Association to participate in events that provide for fellowship, encouragement, training and evangelism.
4. Senior Adult Team – This team shall plan, promote and conduct rallies, trips and/or special programs for the senior adults of the Association throughout the year.
5. Sunday School Team – This team shall promote strong and healthy Sunday Schools among our churches and provide opportunities for training through clinics and conferences.
6. Youth Ministry Team – This team shall provide opportunities for the youth of the Lakelands to come together for fellowship, evangelistic emphasis and spiritual training.

## **C. Multiplication Teams**

1. Multicultural Team – This team shall work to provide opportunities for the churches of the Association to work together to evangelize, disciple, train, and care for the people groups from other nations within the Lakelands.
2. New Work Team – This team shall study new work needs within the Lakelands area, work with the state convention and local congregations in beginning new work and make recommendations for keeping new work as a priority among the churches of the Association.

## **II. Administrative Group**

### **A. Associational Support**

1. Christian Life and Action Committee – The Christian Life & Action Committee Representative(s) shall keep the Association informed regarding moral, ethical and governmental issues facing our churches in the constantly changing culture in which our churches exist.
2. Church Secretaries Team – This team shall plan fellowships and training events for the ministry assistants in the churches of the Association.

3. Facilities Team – This team shall maintain the facilities of the Association in good condition.
4. Nominating Committee – This committee shall make recommendations to the Executive Board for annually expiring terms of officers and leaders of the Association and/or unexpired terms of service for outgoing officers and leaders.
5. Ministers’ Conference – The Minister’s Conference President shall be annually elected by the ministers’ conference participants and shall work to provide opportunities for fellowship and training among the ministers of the Association.
6. Ordination Advisory Team – This team shall provide Ordination Counsels and other services as deemed necessary when properly requested by a church within the Association.
7. Prayer Intercessors – This team shall engage in the ministry of intercessory prayer on behalf of the Association and shall work to keep prayer as a matter of priority for the churches of the Association.
8. The Fellowship of Ministers of Music (FOMOM) shall consist of three persons serving three year terms and whose purpose shall be to create opportunities for music ministers to have fellowship and to coordinate associational music programs.

**B. Financial Teams**

1. Budget Committee – This committee shall annually make recommendation for an Associational budget at the September meeting of the Executive Board and which must be approved at the annual meeting of the Association in October.
2. Lakelands Baptist Association Great Commission Endowment Fund Committee – This committee shall meet annually, prior to the Budget Committee’s annual meeting, in order to make recommendation to the Budget Committee regarding the dispersement of the proceeds of the Fund. These funds can only be designated towards the ministry of the Teams under the Great Commission Group of the Association, which includes the Missions Teams, the Ministry Teams and the Multiplication Teams. No proceeds of this Fund shall be used for maintenance of the Association’s facilities or salaries of the Associational staff. This committee shall also work to promote endowed giving through individuals and churches.

**C. Articles and By-laws Committee** – This committee shall annually review the Articles and By-laws of the Association and make recommendations to the Executive Board as deemed necessary to keep the Articles and By-laws up to date with the needs and desires of the Association.

**III. Admission of Church(es) Committee**

This Committee shall consist of five (5) members, appointed by the Moderator at any time there is a need for such a Committee. The Moderator, Moderator-Elect, and Associational Missionary shall serve as ex-officio members of this Committee. This Committee shall receive the application(s) of a church or churches that may be seeking membership in the Association at that time. They will examine the church(es) as to doctrine and practices. Recommendations for membership shall be made as per Article III of the By-Laws. This Committee shall also serve at the Moderator’s request to investigate those churches which deviate from the Baptist Faith and Message 2000. This Committee shall make recommendations concerning removal from the Association as per Article III of the Bylaws.

**IV. Adding or Deleting Teams/Committees**

Teams/Committees may be added or deleted as necessary between annual meetings of the Association. Corresponding changes to the bylaws pertaining to the addition or deletion of

teams/committees shall be brought to the Executive Board by the Bylaws Committee and then approved at the annual meeting.

#### **V. Team Size, Term and Rotation**

Teams/committees shall be as small as one, but may not be larger than six members, with one third of each team/committee rotating off annually. The size of the team/committee shall be determined by the Associational Leadership Team. All team and committee members shall begin duties on the first day of May of the year elected and end on the last day of April of the following year, except as otherwise noted.

#### **VI. Differentiation: Team vs. Committee**

**Team:** Teams shall function as autonomous bodies acting as stewards of the purpose and finances which have been entrusted to them by the Executive Board, reporting as needed to demonstrate accountability.

**Committee:** Committees shall have no vested powers in and of themselves, other than to meet and make recommendations to the Associational Leadership Team or the Executive Board of the Association.

**VII.** The Associational Missionary shall call a meeting of all teams and committees on the second Tuesday of May of each year. This meeting shall be used for training the teams and committees regarding the Association's mission statement, organizational structure, and each team/committee's responsibility, and for planning the calendar for the following year.

#### **Article IX – Financial Support**

The Association and its ministries and organizations shall operate on a unified budget. Each church shall be expected to contribute its proportionate share of the annual budget, (3% of undesignated receipts suggested), to defray the expenses of the promotional, educational, and missionary activities of the Association. Contributions on a monthly basis are requested from the churches. The fiscal year shall be from the first day of January to the last day of December.

#### **Article X – Annual Church Profile**

The churches affiliated with the body shall furnish annually the information requested by the Annual Church Profile at the time specified by the Association.

#### **Article XI – Legal Representatives**

The Moderator and the Clerk shall sign all legal documents as directed by the Association of its Executive Board. They shall perform such other functions and duties as directed by the Association or its Executive Board.

#### **Article XII – Amending By-Laws**

These By-Laws may be amended by a vote of two-thirds (2/3) of the messengers present and voting at any Annual Meeting of the Association, provided the changes have been presented to the Executive Board in a regular or called meeting prior to the Annual Meeting.

Adopted: October 16, 1995  
Amended: October 19, 1998  
Amended: October 22, 2001  
Amended: October 21, 2002  
Amended: October 17, 2005

Amended: October 18, 2010  
Amended: October 17, 2011