

# **THOUSAND HILLS BAPTIST ASSOCIATION, INC.**

## **ASSOCIATIONAL CONSTITUTION**

### **I MISSION:**

To assist churches in church development, missions, evangelism, and discipleship in order to advance the kingdom of Christ.

### **II MEMBERSHIP:**

Section 1: The membership shall consist of Southern Baptist Churches that voluntarily cooperate with the association, the Missouri Baptist Convention, and the Southern Baptist Convention.

Section 2: Any church desiring to cooperate with this association shall send a letter of petition to the executive board of the association at least six months before the annual meeting. The executive board shall appoint a committee (ad hoc) to examine the church. If the church is found to be sound in doctrine and cooperative in nature, this committee will recommend the church for membership. The committee will report their recommendation to the executive board and present it to the messengers for a vote at the annual meeting.

Section 3: Cooperating churches are requested to send messengers to the association's annual meeting; contribute financially to the association; and submit an annual church profile before the annual meeting.

Section 4: A member church may withdraw from the association at any time, by informing the associational clerk in writing.

Section 5: The association reserves the right to withdraw fellowship from any church that becomes unsound in doctrine and/or uncooperative in nature. The executive board shall carefully investigate the matter and make the recommendation to withdraw fellowship at the annual meeting. If it is recommended to withdraw fellowship, the executive board shall send written notice to the church involved, as well as to all member churches at least two months before the annual meeting. A two-thirds majority vote of the messengers at the annual meeting shall be required.

Section 6: Doctrinal soundness shall be defined by God's Word as explained by the current Baptist Faith and Message and/or any historical Southern Baptist Doctrinal statements.

### **III MESSENGERS:**

Section 1: The annual meeting will be held the second Sunday in the month of September at 3:00 pm with the evening session being a worship service. A quorum shall consist of fifty-one percent of all the eligible messengers as reported on the Annual Church Profile.

Section 2: Each church shall be entitled to three messengers and one additional messenger for each fifty, or fraction of fifty, resident members as reported on the Annual Church Profile. No church shall have more than eight messengers. The Senior Pastor shall be recognized as a messenger of the church and shall be counted as one of the church's messengers.

### **IV OFFICERS:**

Section 1: The officers of the association shall consist of a moderator, assistant moderator, clerk, assistant clerk, treasurer, and assistant treasurer. Terms of office will begin at the conclusion of the annual meeting with the exception of the treasurer and assistant treasurer whose term will begin the first day of January.

## V THE EXECUTIVE BOARD:

Section 1: The Executive Board shall consist of the officers of the association, pastors of all the member churches, and one member elected by each church.

Section 2: The Executive Board shall conduct all business of the association between annual meetings in accordance with the provisions of this Constitution and By-Laws. The Executive Board minutes will be submitted at the annual meeting. Business at both the Executive Board Meetings and the Annual Meeting will be conducted according to the latest edition of Roberts Rules of Order.

Section 3: A quorum shall be twelve members of the Executive Board. The Board shall meet January, April, and July on the fourth Thursday of the respective months.

Section 4: The Director of Missions shall be an ex-officio member of the Executive Board.

## VI DISSOLUTION:

The association may be dissolved by a vote of two-thirds of the messengers present at a called or regular meeting of the association. The intent to make such a motion must be given to the moderator and DOM at least one month before the meeting. Any motion of dissolution must include the transfer of the financial assets and of the property of the association to some new Missouri Baptist association or to some other Missouri Baptist Convention or Southern Baptist entity.

## VII AMENDMENTS:

This constitution may be amended by a two-thirds majority vote. The amendment(s) must be presented in writing at an annual meeting and voted on in the next annual meeting.

# ASSOCIATIONAL BY-LAWS

## ARTICLE I – OFFICERS

- A. Election of Officers
1. All officers shall be nominated by the nominating committee or from the floor at the annual meeting of the messengers and shall be elected by a majority vote of the messengers present at the annual meeting.
  2. The moderator and the assistant moderator shall serve no more than two full successive terms. A lapse of one full associational year shall occur before a former moderator or assistant moderator is eligible for reelection to this office.
- B. MODERATOR
1. Shall prepare a written agenda for the annual and executive board meetings.
  2. Shall have the authority to convene special meetings of the Executive Board and/or the Association.
  3. Shall serve as leader of the Leadership Council.
- C. ASSISTANT MODERATOR
- Shall carry out the responsibilities of the moderator in the absence of the moderator or as requested by the moderator.
- D. CLERK
1. Shall record the minutes of the annual meeting and all Executive Board meetings.
  2. Shall submit minutes of the previous meeting for approval.
  3. The Clerk shall be responsible for gathering and compiling statistics from the Annual Church Profile, and shall present them to the association at annual meeting, and shall forward them to Lifeway.
- E. ASSISTANT CLERK
- Shall carry out the responsibilities of the clerk in the absence of the clerk or as requested by the clerk.
- F. TREASURER
1. Shall deposit the receipts of the association and disburse them according to the annual budget or as the Executive Board instructs.
  2. Shall keep accurate and timely records according to accepted bookkeeping standards.
  3. Shall be bonded.
  4. Shall provide financial reports at the Executive Board meetings and at the annual meeting.
- G. ASSISTANT TREASURER
1. Shall carry out the responsibilities of the treasurer in the absence of the treasurer or as requested by the treasurer.
  2. Shall be bonded.
- H. The associational year will be January 1 – December 31.

## ARTICLE II – DIRECTOR OF MISSIONS

- A. Shall work closely with and report to the Executive Board.
- B. Shall be an ex-officio member of all committees, councils, and teams.
- C. Shall work in accordance with the job description as approved by the Executive Board or the association.
- D. When the position of Director of Missions is vacant, a search committee will be formed (see ad hoc committees Article III B.)  
The search committee will be responsible for a job description and the benefits package, which will be presented to the Executive Board for approval at a regularly scheduled or a special called meeting.
- E. The nominee recommended by the search committee for the office of Director of Missions shall be called by a majority vote of a special called meeting of the Executive Board of the association.

## ARTICLE III – COMMITTEES

- A. NOMINATING COMMITTEE
  - 1. Shall consist of six persons who will serve two-year rotations.
  - 2. Shall be nominated by the Leadership Council and elected at the annual meeting with terms as designated.
  - 3. Shall attempt to nominate a geographically balanced slate of proposed officers for the coming year by the spring Executive Board meeting to be elected in the Annual meeting.
  - 4. Shall present to the Executive Board names to fill any vacancies that occur during the year.
- B. AD HOC COMMITTEES
  - 1. Will be nominated by the Leadership Council and presented to the Executive Board or to the association annual meeting for approval.
- C. FINANCE COMMITTEE
  - 1. The Leadership Council and the DOM will serve as the Finance Committee.
  - 2. The budget will be presented for approval at the annual meeting.
- D. SEARCH COMMITTEE
  - 1. Shall be composed of five members.
  - 2. The Leadership Council shall nominate five persons for the Search Committee to be approved by the Executive Board.

## ARTICLE IV – ASSOCIATIONAL LEADERSHIP COUNCIL

- A. PURPOSE

The purpose of the Associational Leadership Council will be to lead the association to fulfill the mission of the association.
- B. COUNCIL MEMBERS
  - 1. Council members will include officers of the association.
  - 2. The leader will be the Moderator of the association.

C. DUTIES...The Council will organize itself to accomplish the following:

1. Coordinate the administrative matters of the association.
2. Serve as the Finance Committee.
3. Bring nominations for members of the Nominating Committee, with the chairman designated, to the annual meeting.  
Bring nominations for ministry coordinators and expected duties to the Executive Board for approval and recommendation to the Annual meeting.
4. The Leadership Council will present to the Executive Board annually an evaluation of the association's ministries and staff members.
5. Report regularly to the Executive Board and to the annual meeting. Schedule council meetings at least quarterly.

#### Article V – ASSOCIATION MINISTRY COUNCIL

A. PURPOSE

The purpose of the Associational Ministry Council will be to lead the Association to coordinate ministries and provide training and encouragement for the churches.

B. COUNCIL MEMBERS

1. The Council members will include ministry coordinators of the various ministries of the Association.
2. The Director of Missions will be the leader of the council.

C. DUTIES

1. Develop strategies and plans for Association ministries.
2. Coordinate the Association calendar.
3. Each coordinator may enlist volunteers to serve as a team to accomplish ministries.
4. Meet prior to the winter and summer Executive Board meetings and bring Recommendations to the Executive Board and Annual meeting.

#### ARTICLE VI – AMENDMENTS

The by-laws may be amended at the annual meeting by a majority vote of the messengers present and voting, provided the motion to amend is presented to the moderator for distribution to the churches two months before the annual meeting.