

**BEREAN MISSIONARY BAPTIST DISTRICT ASSOCIATION, INCORPORATED
REVISED CONSTITUTION**

(Adopted in the Annual Session, July 26, 2019, at the Washington Tabernacle Baptist Church, 3200 Washington Avenue, St. Louis, MO 63103.)

PREAMBLE

God requires that a Christian institution shall conform to His divine Word in doctrine and practice (Psalm 119:105; Matthew 28:18-20; Galatians 1:6-8; 2 Timothy 4:1-5) and that all things be done decently and in order (1 Corinthians 14:40). Therefore, we, the Berean Missionary Baptist District Association, located in St. Louis, Missouri and vicinity, accept and subscribe to the following Constitution and Bylaws, in accordance with which all spiritual and material affairs of our District Association shall be governed. All constituent churches shall unite into one organization for the purpose of furthering the Kingdom of God.

ARTICLE I

NAME

The name of this association shall be Berean Missionary Baptist District Association, Inc.

ARTICLE II

PURPOSE

The purpose of this Association shall be to form a fellowship to seek the honor and glory of God, to carry out His will, to manifest the unity of our faith in Jesus Christ as God and Savior, to spread the Kingdom of God, and to foster Association fellowship and love by equipping in all areas of church responsibility, by the spreading of the Gospel of the Kingdom of God, by the administration of the Ordinances of the Church, and by the religious instruction of all of its constituents, according to the Holy Scriptures.

ARTICLE III

DOCTRINAL STANDARDS

This Association acknowledges and accepts all the books of the Old Testament and the New Testament, collectively known as the Holy Bible, as the inerrant Word of God revealed, inspired by God Himself, and submits to them as the only infallible authority in all matters of faith, life, and practice.

ARTICLE IV

MEMBERSHIP

Annual Membership of this Association shall include all Baptist churches and their auxiliaries who have willingly made themselves a part of the Association by the process(es) stated in this Association's Bylaws, and by financially supporting the Association to the best of their ability by standards which may be adopted from time to time.

Life Membership in the Association shall include any person affiliated with a member church who has been active and in good standing by rendering a minimum of ten (10) years of service to their church. These persons must provide a recommendation from their pastor, and they must be **presented to the Association** by one of its members. Pastors who have served membership churches for a minimum of ten (10) years may also apply. Upon approval of the body, a prescribed fee for Life Membership will be paid. Life Members will also pay an annual fee.

All churches, messengers, or applicants for membership must report to appropriate committees during the annual session so they can be duly enrolled in that session.

All churches, auxiliaries, and persons are subject to the provisions of this Constitution, without special privilege.

ARTICLE V

AUTHORITY OF THE DISTRICT

A. General.

Voting members of the Association shall be those delegates from member churches, properly identified, who attend Annual Sessions, regularly announced meetings and Executive Board Meetings, or other duly prescribed meetings and events, regardless of age, so long as said delegates shall be of sound mind and good judgment.

B, Right of electing.

The right of electing officers shall be vested in the voting membership of the Association, and shall never delegate to a smaller group or to an individual.

C. Decisions.

All matters of doctrine and conscience shall be decided **ONLY** by the Word of God. All other matters shall be decided by a majority of the voting delegates, unless otherwise specified by this Constitution or Bylaws,

D. Removal from office and/or membership.

Any church or officer may be removed from membership and/or office by the voting membership, in Christian and lawful order, for any or all of the following reasons: persistent adherence to false doctrine and practice, un-repented scandalous life, or willful neglect of membership responsibilities or duties. The Association may also request the resignation of any officer from his/her position in the District in the case of prolonged incapacity or general incompetence. That said, it is incumbent upon the members of the Association to allow said persons to repent and be forgiven, in accordance with instructions mandated in the Holy Bible.

E. Removal from membership.

Congregations who persist in un-scriptural practices may be removed from membership by a quorum. Said congregations or members must always have received Christian counsel and due warning before such action is taken.

ARTICLE VI

VOTING

All churches representing in the Annual Session shall certify their messengers present by completing the appropriate forms. Certified messenger names appearing on these forms represent those who are authorized to vote. Each church shall be allowed a maximum of ten (10) voters, regardless of size, if they have paid their annual assessment.

ARTICLE VII

OFFICERS

A. The officers of this Association shall be such officers, boards, or committees as the Bylaws of this Constitution may prescribe.

B. Officers, whether elected or appointed, shall have no authority beyond that which has been conferred upon them, and whatever authority may have been delegated to them may at any time be altered or revoked.

C. Any person seeking office must be a member of a church which has paid its annual assessment.

ARTICLE VIII

DIVISION

If at any time a division should take place on account of doctrine, the property of the Association and all benefits connected therewith shall remain with the majority of the communicant members, unless authority to do otherwise is given by a majority of the voting members.

ARTICLE IX

DISSOLUTION

Should the Berean Missionary Baptist District Association, Inc. ever dissolve, the Board of Directors and the Executive Board shall, after paying or making provisions for all liabilities of the Association, dispose of all of the assets of the Association exclusively for the purposes of the Association in such a manner, or to such an organization or organizations organized and operated exclusively for charitable, educational, religious or scientific purposes as shall at that time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), as the Board of Directors and the Executive Board shall determine.

ARTICLE X

BYLAWS

This Association may adopt such Bylaws as may be required for the accomplishment of its purpose.

ARTICLE XI

CHANGING THE CONSTITUTION

A. Unalterable Articles.

Articles II, III, V, VIII and IX of this Constitution shall not be subject to change or repeal.

B. Amendments.

Amendments to this Constitution may be adopted at a regular business meeting, provided:

1. that they do not conflict with the "unalterable articles."
2. that the proposed amendment has been submitted in writing at least thirty (30) days prior to the meeting at which the proposed amendment will be acted upon.
3. that an affirmative vote of two-thirds majority of the voters present is secured.

BEREAN MISSIONARY BAPTIST DISTRICT ASSOCIATION, INCORPORATED

BYLAWS

In keeping with the purpose of this Association, which is to seek the honor and glory of God, to carry out His will, to manifest the unity of our faith in Jesus Christ as God and Savior, to spread the Kingdom of God, and to foster church fellowship and love by the spreading of the Gospel of the Kingdom of God, by the administration of the Ordinances of the Church, and by the religious instruction of all its members, according to the Holy Scriptures, the following Bylaws will apply:

1. The Moderator of the Association will serve as its Chief Executive Officer, and will preside at its meetings. The Moderator shall also serve as the official representative in all matters where the Berean Missionary Baptist District Association is represented.

Other officers shall include, but are not be limited to, First, Second, Third and Fourth Vice-Moderators, Recording Secretary; Assistant Recording Secretary; Corresponding Secretary; Assistant Corresponding Secretary; Treasurer; Assistant Treasurer; Financial Secretary; Assistant Financial Secretary; Statistician; Auditor; Parliamentarian; Assistant Parliamentarian; Missionaries; Historian; Music Director, Assistant Music Director; Pianist; Assistant Pianist; Organist; Assistant Organist; Song Leaders; Assistant Song Leaders; and a minimum of ten (10) Board of Directors Members. Current Vice Moderators shall serve as Board of Directors Members. Each officer shall faithfully perform his/her assigned responsibilities.

Responsibilities

a. Moderator. The Moderator, or his/her appointed Vice Moderator, shall preside at all regular and special meetings of the Association. He/She shall serve as Chairperson of the Board of Directors and the Executive Board, unless otherwise elected. He/She shall officially represent the Association in all meetings. He/She may refer to Robert's Rules of Order, as attached, but these are always subordinate to Biblical standards, because the Bible is the final Word in faith and practice. The Moderator shall also appoint all committees and be a member ex-officio of all committees, and he/she shall be accountable to the Board of Directors in toto.

b. Vice Moderators. The Vice Moderators shall perform the duties of the Moderator, in his/her absence, and shall perform other duties assigned by the Moderator, upon request.

c. Recording Secretary. The Recording Secretary shall maintain a legible copy of all proceedings of the Association and the Executive Board. She/He will submit to the Association and the Executive Board all such reports, as needed, and shall report at the Annual

Session. The Recording Secretary shall keep the Moderator informed of all activities relating to the Association, and forward to the Moderator a copy of all reports adopted by the Association. The Recording Secretary shall also make available to the Historian all records and archival materials relating to the Association.

d. Assistant Recording Secretary. The Assistant Recording Secretary shall perform the duties of the Recording Secretary in his/her absence, and assist in any other assigned ways.

e. Corresponding Secretary. The Corresponding Secretary shall prepare and send a written notice to all Pastors, Churches, auxiliary Presidents, and members of the Association's Quarterly Business Meetings and all other called meetings. Persons choosing not to receive e-mail may request "hard copy" correspondence. The Corresponding Secretary shall also head the Publication Committee, and be responsible for the publication of all printed programs and the Year Book.

f. Assistant Corresponding Secretary. The Assistant Corresponding Secretary shall perform the duties of the Corresponding Secretary in his/her absence, and assist in any other assigned ways.

g. Treasurer. The Treasurer shall Co-Chair the Finance Committee and serve as the Chief Financial Officer of the Association. He/she shall receive and deposit all money into appropriate accounts of the Association. No money shall be paid out of any account except by requisitions signed by the Moderator, unless otherwise indicated. Signers on these accounts will be the Treasurer (or the Assistant Treasurer), and the Financial Secretary (or the Assistant Financial Secretary) – one in each category.

h. Assistant Treasurer. The Assistant Treasurer shall perform the duties of the Treasurer in his/her absence, and assist in any other assigned ways.

i. Financial Secretary. The Financial Secretary shall Co-Chair the Finance Committee, keeping an accurate record of all Association money. He/she shall distribute appropriate forms to all churches and receive reports from member churches. He/She will also give receipts for all money received, and transmit this money to the Association's Treasurer. The Financial Secretary shall also provide for the Moderator a list of all membership money received. In conjunction with the Moderator, he/she will sign requisitions for disbursements, and maintain a file of all receipts and disbursements.

j. Assistant Financial Secretary. The Assistant Financial Secretary shall perform the duties of the Financial Secretary in his/her absence, and assist in any other assigned ways.

k. Statistician. The Statistician shall be responsible for the collation, evaluation, interpretation and presentation of all quantitative data, to whatever extent it might be made available on the Association's reporting forms. The Statistician will provide insights, recommendations, and advice on policy and strategy to the Association and/or its clients. When statistics are needed for legal or business purposes, he/she will also catalog and provide this data, when it has been appropriately reported on the Association's reporting forms. The Statistician or his/her representative will serve at the places of registration.

1. Auditor. The Auditor shall ensure compliance with all established internal control procedures by examining records, reports, operating practices, and documentation of the Association and all of its Auxiliaries. He/she shall verify assets and liabilities by comparing items to documentation in advance of the Annual Session. All Secretaries and Treasurers of the Association and its Auxiliaries must provide their materials to the Auditor a minimum of thirty (30) days prior to the Annual Session.

m. The Parliamentarian, at the presiding officer's request, shall ensure proper conduct at meetings.

n. The Assistant Parliamentarian shall serve in the absence of the Parliamentarian

o. Missionaries. Upon instructions from the Moderator, the Missionaries shall look after all churches in the Association and provide such help as may be necessary, such as (1) contacting churches without Pastors and offering their services where appropriate; (2) keeping the Moderator informed of all contacts and any problems which have developed; (3) providing for churches a full explanation of the work of the Association, where appropriate; (4) keeping all Auxiliary Presidents informed, as may be needed and appropriate; and (5) visiting all churches, preaching whenever appropriate and/or invited.

p. Historian. The Historian shall gather and preserve historical records and materials related to the life and work of the Association, and provide this information when needed. The Historian or his/her representative, or a member of his/her committee, will serve at the places of registration and all Berean meetings.

q. Music Director. The Music Director shall be in charge of coordinating the music for the Berean Baptist District Association, Inc. whenever music is requested. She/He shall consult with the Moderator regarding the services where music has been requested.

r. Assistant Music Director. The Assistant Music Director will assist the Music Director in any way possible, and will serve in her/his absence.

s. Pianist. The Pianist shall provide music for the Association in all of its meetings and in the Annual Session, or wherever/whenever requested by the Music Director or Moderator.

t. Assistant Pianist. The Assistant Pianist shall assist the Pianist in any way possible, or wherever/whenever requested by the Music Director or Moderator.

u. Organist. The Organist shall provide music for the Association in all of its meetings and in the Annual Session, or wherever/whenever requested by the Music Director or Moderator.

v. Assistant Organist. The Assistant Organist shall assist the Organist in any way possible, or wherever/whenever requested by the Music Director or Moderator.

w. Song Leaders. The Song Leaders will lead singing for devotional periods as needed.

x. Assistant Song Leaders. The Assistant Song Leaders will lead singing for devotional periods as needed.

y. Board of Directors. The Board of Directors Members shall be a representative group of fully supporting Pastors and laity within the Association. The Moderator shall appoint ten (10) or more such Pastors and laity who shall make appropriate recommendations to the Moderator concerning the life and work of the Association. Recommendations passed by the Board of Directors will be presented to the Association for ratification. The Vice-Moderators will also serve on this Board. Board of Directors Members are expected to financially support the Association, and to be present at its meetings. Much of the work of the Board of Directors will be held in strict confidence. The Board of Directors shall also have general supervision over the programs and work of the Association when the Association is not in session.

z. The Executive Board. The Executive Board shall consist of all elected officers of the Association, Presidents of the Association's Auxiliaries, and the Board of Directors Members.

aa. Emeritus Status. Emeritus Status may be achieved by persons upon whom the Association, for a variety of reasons, might want to bestow special honor. A Nominating Committee shall be appointed by the Moderator to consider and recommend persons for this category. A person may not do active service where emeritus status has been granted.

2. The District shall maintain such bank accounts as may be necessary to carry out its work. Signers on these accounts will be the Treasurer (or the Assistant Treasurer), and the Financial Secretary (or the Assistant Financial Secretary) — one in each category. Two signatures will be required on each check, as "Item i" under Treasurer responsibilities indicates.

Provided that funds are available, appropriate monetary allowances will be made for the Moderator and will include (a) a \$250.00 monthly travel expense fee; (b) a \$500.00 assistance fee for the Missionary Baptist State Convention of Missouri; (c) a \$500.00 assistance fee for the Missionary Baptist State Congress of Christian Education of Missouri; (d) a \$1,000.00 assistance fee for the National Baptist Convention, USA, Incorporated; and (e) a \$1,000.00 assistance fee for the National Baptist Congress of Christian Education of the National Baptist Convention, USA, Incorporated.

3. Churches will be assessed an annual fee appropriate to their size and ability: (A) Large churches [301 members and up], \$75.00 per month, or \$900.00 annually; (B) Medium churches [151 - 300 members], \$60.00 per month, or \$720.00 annually; (C) Small churches [150 members or less], \$35.00 per month, or \$420.00 annually. The calendar year runs from July 1 of one year through June 30 of the following year.

Only member churches, auxiliaries of member churches, or Life Members, may represent at Annual Sessions.

4. The following Auxiliaries of the Association shall meet annually and shall be assessed a fee for the support of the Association: the Women's Missionary Union, the Congress of Christian Education, the Laymen's Auxiliary, the Ushers and Health Unit Auxiliary, the Music Auxiliary, the Ministers' Auxiliary, and the Ministers' Wives and Widows Auxiliary. The annual fee will be assessed and announced a minimum of six (6) months in advance of the Annual Session.

Assessments are: the Women's Missionary Union, \$500.00; the Congress of Christian Education, \$500.00; the Laymen's Auxiliary, \$500.00; the Ushers and Health Unit Auxiliary, \$500.00; the Music Auxiliary, \$500.00; the Ministers' Auxiliary, \$500.00; and the Ministers' Wives and Widows Auxiliary, \$500.00. These amounts are open to negotiation and change.

5. Other auxiliaries and committees may be organized, as necessary, to carry out the purpose of this Association.

6. Officers. Officers, as needed, may be appointed or elected, and may serve for whatever time may be designated and/or mutually agreeable. Guidelines included herein indicate that officers are elected for a one year term of office. No Moderator or President may serve for more than five (5) years in succession in the same office. They may, however, begin a new tenure of office after being out of said office for a minimum of one (1) year.

7. Nominating Committee. A Nominating Committee shall accept the recommendations of the Moderator, and/or Auxiliary heads, and shall interview and select names for consideration as Association Officers, submitting these names to the Association in its Annual Session at the time of the Election of Officers for consideration.

8. Election of Officers. The Election of Officers of the Association and its Auxiliaries shall take place on the last day of the Annual Session. All books pertaining to the business of the Association shall be turned over to the newly elected officers at the close of the Annual Session, and an Installation Service shall be scheduled and announced.

9. Tenure of Office. Effective May 1, 1979, Tenure of Office shall apply to all Moderators and Presidents of Auxiliaries within the Association. As indicated in #6 above, Moderators and Presidents shall be elected annually, but may not serve for more than five (5) consecutive years in the same office. They may, however, begin a new tenure of office after being out of said office for a minimum of one (1) year.

10. The Association shall meet annually, beginning the 3rd Sunday in July. The Moderator will be responsible for finding a place for the meeting. Quarterly Executive Board Meetings shall be held on the first Monday in August, November, February and May, unless otherwise decided. Special meetings of the Board of Directors and the Executive Board shall be scheduled as needed.

11. A Finance and Budget Committee shall be composed of the Treasurer, the Financial Secretary, and three (3) persons appointed by the Moderator promptly after the Annual Session. The Finance and Budget Committee shall review and/or develop a budget for the fiscal year. Revisions may be made from time to time by reporting to the Board of Directors.

12. The Credentials Committee will be the Board of Directors. In this capacity, the Board of Directors shall review the credentials of any church applying for membership in the Berean Missionary Baptist District Association, Inc., and shall make an appropriate recommendation for adoption at the Annual Session.

13. The Properties Committee. The Properties Committee shall consist of three (3) persons, or as many as necessary, to assist the Association in matters relating to property administration. At least two times per year, October and June recommended, the Committee shall conduct an inventory and inspect all Association properties and equipment. They shall make appropriate reports to the Moderator, the Board of Directors, the Executive Board, or the Association.

14. All members in good standing, regardless of age, shall have the same rights and privileges.

15. All money reported to this Association will be allocated as follows: Operating Expenses, 60%; Western Bible College, 25%; Foreign Missions, 6%; Home Missions, 6%; American Baptist Bible College, 3%. All monies so designated will be dispensed only as designated.

16. The initial fee for Life Membership will be \$25.00. Life Members will also pay an annual fee of \$25.00.

17. Unless otherwise agreed upon, a quorum to conduct business shall consist of those members who attend meetings which have been properly announced, at least two weeks in advance. In matters relating to Constitutional change, a two-thirds majority of persons present at said time shall be required, proposed changes being published at least thirty (30) days in advance. In all other matters, a simple majority will be sufficient.

18. Bylaws may be changed, as necessary, to carry out the work and the purpose of this Association.

Attachment

****ROBERT'S RULES OF ORDER (excerpts)**

Guidelines

- Obtain the floor (the right to speak) by being the first to stand when the person speaking has finished; state Mr./Madam Chairman. Raising your hand means nothing, and standing while another has the floor is out of order! Must be recognized by the Chair before speaking!
- Debate can not begin until the Chair has stated the motion or resolution and asked "are you ready for the question?" If no one rises, the chair calls for the vote!
- Before the motion is stated by the Chair (the question) members may suggest modification of the motion; the mover can modify as he/she pleases, or even withdraw the motion without consent of the seconder; if mover modifies, the seconder can withdraw the second.
- The "immediately pending question" is the last question stated by the Chair!
Motion/ Resolution - Amendment - Motion to Postpone
- The member moving the "immediately pending question" is entitled to preference to the floor!
- No member can speak twice to the same issue until everyone else wishing to speak has spoken to it once!
- All remarks must be directed to the Chair. Remarks must be courteous in language and deportment - avoid all personalities, never allude to others by name or to motives!
- The agenda and all committee reports are merely recommendations! When presented to the assembly and the question is stated, debate begins and changes occur!

The Rules

- Point of Privilege: Pertains to noise, personal comfort, etc. - may interrupt only if necessary!
- Parliamentary Inquiry: Inquire as to the correct motion - to accomplish a desired result, or raise a point of order
- Point of Information: Generally applies to information desired from the speaker: "I should like to ask the (speaker) a question."
- Orders of the Day (Agenda): A call to adhere to the agenda (a deviation from the agenda requires Suspending the Rules)
- Point of Order: Infraction of the rules, or improper decorum in speaking. Must be raised immediately after the error is made
- Main Motion: Brings new business (the next item on the agenda) before the assembly
- Divide the Question: Divides a motion into two or more separate motions (must be able to stand on their own)

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- Take from the Table: Resumes consideration of item previously "laid on the table" state the motion to take from the table
 - Reconsider: Can be made only by one on the prevailing side who has changed position or view
- Postpone Indefinitely: Kills the question/resolution for this session - exception: the motion to reconsider can be made this session
 - Previous Question: Closes debate if successful - may be moved to "Close Debate" if preferred
- Informal Consideration: Move that the assembly go into "Committee of the Whole" informal debate as if in committee; this committee may limit number or length of speeches or close debate by other means by a 2/3 vote. All votes, however, are formal.
 - Appeal Decision of the Chair: Appeal for the assembly to decide - must be made before other business is resumed; NOT debatable if relates to decorum, violation of rules or order of business
 - Suspend the Rules: Allows a violation of the assembly's own rules (except Constitution); the object of the suspension must be specified

**Again, if Roberts Rules of order conflict with the Holy Bible, the Holy Bible must take precedence.