

ARTICLES OF ASSOCIATION AND BYLAWS
OF
FAMILY FELLOWSHIP BIBLE CHURCH
TYLER, TEXAS

PREAMBLE

Standing firmly upon the Word of God, desiring fervently to please our Lord Jesus Christ, and following joyfully the leading of the Holy Spirit, we, the members of Family Fellowship Bible Church of Tyler, Texas, in order to constitute an independent, non-denominational, Bible-believing church, do hereby agree to the following Articles of Association and Bylaws (hereinafter referred to as “Articles”).

ARTICLE I: NAME OF THE ASSOCIATION

This assembly shall be known as Family Fellowship Bible Church (hereinafter referred to as “FFBC”). This organization is a nonprofit association formed in the State of Texas in the year of our Lord 2005. It is the intention of FFBC to obey the federal, state and local laws pertaining to it, except when such obedience would constitute a violation of Scriptural principles. Because Christ is its sole Lord and Head, FFBC acknowledges allegiance to no other person or entity. At its own discretion, FFBC may associate, fellowship and cooperate with those of like faith and practice; with others, it may declare itself in agreement in a common cause. Under no circumstances shall such association or agreement ever be construed as bringing FFBC under the authority of any person, group, or body outside itself. In the event of an attempt to so interpret its association to any person, group or body outside itself, the original action or actions which declared such association or agreement shall immediately and automatically be deemed null and void.

ARTICLE II: PURPOSE OF THE ASSOCIATION

The primary purpose of FFBC is to operate as a non-profit church to proclaim the Good News of Jesus Christ in and around Smith County, Texas, and to the very ends of the Earth, and to disciple Christians to live out their faith in accordance with God’s Word by example, teaching and exhortation. The ultimate and singular purpose of every Christian attending FFBC is to glorify God (Psalm 86:12; 1 Corinthians 10:31; Colossians 3:17) as he or she is:

- Worshiping God in spirit and truth (John 4:23-24)
- Building up the body of Christ as God has equipped each to do (Ephesians 4:16)
- Witnessing for God to non-Christians (Acts 1:8; Matthew 28:19-20)
- Caring without partiality for other believers (1 Corinthians 12:25-26)

In exercising its purposes, FFBC shall have all of the rights and powers conferred on non-profit associations under the laws of Texas, or which may hereafter be conferred, including but not limited to the power to contract, rent, buy or sell personal or real property.

FFBC shall not engage in any activities or exercise any powers:

- That shall result in pecuniary gain or profit to the members thereof
- That a substantial part of which are intended to influence legislation
- That intervene in political campaigns
- That are illegal or violate fundamental public policy

ARTICLE III: GOVERNMENT OF THE ASSOCIATION

FFBC shall be an independent body of baptized believers. The government of FFBC shall be vested in its assembled membership, through its duly elected or appointed officers and pastoral staff, if any, and shall never be subject to the control of any other ecclesiastical body. No denomination or associational representatives shall ever sit in judgment over its affairs. FFBC may fellowship and cooperate with other churches or other organizations when such shall be wholly in accordance with the Scriptures and the purposes stated in ARTICLE II.

ARTICLE IV: FINANCIAL SUPPORT OF THE ASSOCIATION

A. Scriptural giving is an expression of love for the Lord Jesus Christ; therefore, FFBC shall be sustained by voluntary and free-will offerings, uninfluenced by any consideration of worldly or other material reward. The members are responsible to bring their offerings into the general treasury of FFBC (1 Corinthians 16:2; 2 Corinthians 9:6-8).

B. All missions supported by FFBC shall be through the annual budget process.

C. The centrality of offerings for financial support shall not preclude the elders from deriving income for FFBC from interest on monies deposited in savings accounts, fees for use, or other prudent short-term investments, as may be deemed appropriate.

D. The elders are responsible for the administration of the annual budget. In matters of emergency or ministry-related needs, they may exceed the budget. They shall report such expenditures to the congregation at the earliest opportunity.

ARTICLE V: LEADERSHIP OF THE ASSOCIATION

SECTION 1. SENIOR PASTOR

A senior pastor may be elected at any time in the manner provided in these Articles should the majority of the membership of FFBC desire to elect a senior pastor. The pastor

shall be a spiritual leader of FFBC; consequently, his office shall be entrusted primarily with the spiritual welfare of FFBC (Ephesians 4:7-13).

A. QUALIFICATIONS OF THE SENIOR PASTOR

Scripture depicts a pastor as being an undershepherd of Christ (1 Peter 5:2-3) who provides watchcare over the flock (Acts 20:28; Hebrews 13:17). As an elder of FFBC, the senior pastor must meet all the qualifications of that office (1 Timothy 3:1-7; Titus 1:6-9), must fully agree with the FFBC Doctrinal Statement, and must serve as an example to the flock of God in carrying out the purposes of ARTICLE II of these bylaws (1 Peter 5:1-3).

B. DUTIES OF THE SENIOR PASTOR

It is the duty of the senior pastor to preach and teach the Word of God so as to bring the saints to maturity (Ephesians 4:11-13). FFBC will recognize its senior pastor as one who gives himself "to prayer and to the ministry of the Word" (Acts 6:2-4) and who serves as the principal teaching elder.

C. RELATIONSHIP BETWEEN COMMITTEES AND THE SENIOR PASTOR

The senior pastor shall have the right at any time to interact and vote on any and all boards and committees of FFBC as he deems necessary.

D. CALLING OF THE SENIOR PASTOR

Whenever the office of senior pastor is desired by the membership and is first instituted or thereafter becomes vacant by reason of death, resignation, retirement or dismissal, the Board of Elders shall, without delay, begin the following procedure for securing a new senior pastor:

1. A pulpit committee shall be formed, composed of no less than five and no more than seven members, at least three of whom are elders. One of the elders shall serve as chairman.
2. The pulpit committee shall, in a Spirit-led and prayerful manner, conduct a search for God's man to fill the position of senior pastor.
3. After the search, the pulpit committee shall make a recommendation of one man to the Board of Elders, which shall then interview him. Upon approval, the Board of Elders shall arrange that he supply the pulpit as many times as it feels necessary. The Board of Elders, upon unanimous agreement, shall then make a recommendation to the congregation for the calling of this candidate as senior pastor.
4. General meetings between the candidate and members of the congregation shall be arranged prior to voting by the membership. These meetings shall be conducted in a

question and answer format with the pulpit committee chairman moderating. The active voting membership of FFBC shall be notified two weeks in advance from the pulpit and in writing of a called business meeting to vote for the pastoral candidate. Approval of 75% of the active voting members present shall be necessary for calling a senior pastor. The voting shall be by secret ballot.

5. The senior pastor shall serve for an indeterminate length of time.

E. SUSPENSION/TERMINATION OF THE SENIOR PASTOR

1. Should the senior pastor cease to meet the Scriptural qualifications as outlined in ARTICLE V, SECTION 3, A, or his relations with the Board of Elders or congregation become strained to the point that his remaining in office would cause harm and discord in the body, the Board of Elders, with 75% of the board in agreement, shall ask him to resign.

2. Should the senior pastor refuse to resign, the Board of Elders shall immediately suspend him with pay and arrange for a business meeting. The meeting shall be held no later than fourteen days after commencement of the suspension. All active voting members shall be notified from the pulpit and in writing of the meeting. In the meeting, the board chairman shall present the board's statement regarding the reasons for dismissal. The senior pastor shall be afforded an equitable opportunity to respond. A 75% vote of the active voting members present shall be sufficient to approve the dismissal. If a 75% vote for dismissal is not reached, then the senior pastor shall have the suspension lifted and may immediately resume service.

a. A suspended senior pastor may not preach or teach during such suspension. He shall also refrain from contacting members of FFBC in a manner that creates friction or generates support for his position.

b. The elders shall also refrain from communicating with members of FFBC in a manner that creates friction or generates support for their position.

c. Should the situation warrant, the board may request another pastor or ordained member of the IFCA International to assist in counsel and mediation; however, all decisions in the matter shall be handled by the constituted order of FFBC.

SECTION 2. ASSOCIATE PASTORS

A. The Board of Elders may hire or terminate associate pastors on behalf of FFBC. Such decisions shall be consistent with biblical requirements, current congregational needs and budget constraints.

B. An associate pastor must meet all the qualifications for the office of elder (1 Timothy 3:1-7; Titus 1:5-9), must fully agree with the FFBC Doctrinal Statement, and

must serve as an example to the flock of God in carrying out the purposes of ARTICLE II of these bylaws (1 Peter 5:1-3).

SECTION 3. ELDERS

A. QUALIFICATIONS OF ELDERS

The office of an elder is a spiritual office. An elder must be a member and spiritual leader of FFBC, must fully agree with the Doctrinal Statement of FFBC, and must meet all the qualifications for that office, which are clearly laid out in Scripture:

1 Timothy 3:1-7: (1) It is a trustworthy statement; if any man aspires to the office of overseer, it is a fine work he desires to do. (2) An overseer, then, must be above reproach, the husband of one wife, temperate, prudent, respectable, hospitable, able to teach, (3) not addicted to wine or pugnacious, but gentle, uncontentious, free from the love of money. (4) He must be one who manages his own household well, keeping his children under control with all dignity (5) (but if a man does not know how to manage his own household, how will he take care of the church of God?); (6) and not a new convert, lest he become conceited and fall into the condemnation incurred by the devil. (7) And he must have a good reputation with those outside the church, so that he may not fall into reproach and the snare of the devil.

Titus 1:5-9: (5) For this reason I left you in Crete, that you might set in order what remains, and appoint elders in every city as I directed you, (6) namely, if any man be above reproach, the husband of one wife, having children who believe, not accused of dissipation or rebellion. (7) For the overseer must be above reproach as God's steward, not self-willed, not quick-tempered, not addicted to wine, not pugnacious, not fond of sordid gain, (8) but hospitable, loving what is good, sensible, just, devout, self-controlled, (9) holding fast the faithful word which is in accordance with the teaching, that he may be able both to exhort in sound doctrine and to refute those who contradict.

1 Peter 5:1-3: (1) Therefore, I exhort the elders among you, as your fellow-elder and witness of the sufferings of Christ, and a partaker also of the glory that is to be revealed, (2) shepherd the flock of God among you, not under compulsion, but voluntarily, according to the will of God; and not for sordid gain, but with eagerness; (3) nor yet as lording it over those allotted to your charge, but proving to be examples to the flock

B. BOARD OF ELDERS

1. Elders shall be selected from qualified men within the membership who have been faithful in their commitment to FFBC (ARTICLE VI, SECTION 3).

2. The Board of Elders shall consist of a minimum of four elders. If a time comes when there are less than four elders, FFBC members shall meet within six months to examine the assembly for qualified elders who are not currently serving and shall fill such vacancy in accordance with ARTICLE V, SECTION 3, D below.

3. At the first regular elder board meeting following the annual meeting, the elders may elect from their members certain officers of the association: a chairman, a vice-chairman, a church secretary, and a church treasurer.

a. The chairman or a designated board member shall moderate at all board and church business meetings.

b. The vice-chairman shall assume the responsibilities of the chairman in his absence.

c. The church secretary shall keep the minutes of the Board of Elders meetings and church business meetings and shall keep records of all official correspondence. Such records shall be produced upon request of the moderator at board or business meetings. The church secretary shall also maintain a register of the membership and shall be responsible to give proper notice to the congregation of all church business meetings.

d. The church treasurer shall manage all financial matters at the direction of the elder board and shall make monthly financial reports. In addition, the treasurer shall prepare a financial report for the annual business meeting. Proper records and books providing the timely financial maintenance of all assets, liabilities and equities shall be available for auditing or inspection at any reasonable time by active voting church members or other persons approved by the Board of Elders.

C. DUTIES OF ELDERS

1. Elders are called by God to serve as shepherds of the local church (Acts 20:28). They are to be devoted primarily to prayer and to the ministry of the Word of God (Acts 6:2-4). Thus, the duties of an elder include: teaching Biblical truth to the flock of God (1 Timothy 5:17), protecting it from the error of false doctrine (Titus 1:9), leading and managing it with the attitude of a servant (1 Peter 5:1-3), and tending to the needs of its members (James 5:14).

2. During a period in which there is no senior pastor, the Board of Elders shall appoint an elder or elders to carry the load of preaching, counseling and other ecclesiastical duties.

3. Other servants entrusted with work in support of the services and spiritual life of FFBC will be appointed, hired or terminated by the Board of Elders as needed. These individuals may receive financial remuneration for services rendered. In the absence of a senior pastor, the board chairman shall be responsible for oversight of all paid staff.

D. NOMINATION OF ELDERS

1. Prior to the annual business meeting, the Board of Elders shall request nominations for the position of elder from the membership. An announcement shall be made from the pulpit and distributed in writing to all active voting members that nominations for elders are being accepted. Each member shall prayerfully consider the qualifications for elder before making a nomination.

2. The elders shall meet with each nominee to review his qualifications and willingness to serve. The Board of Elders shall make the final approval of the list to be presented to the congregation.

3. Anyone removed from the list shall be duly notified as to the reason.

4. The names of the candidates shall be posted two weeks prior to the vote.

5. If a member of FFBC has questions or concerns about a nominee's qualifications or ability to serve, he or she should speak directly to the nominee. If, after speaking to the nominee, a member still has reservations about that nominee, those concerns should be brought to the elders for further review.

E. ELECTION OF ELDERS

An elder shall be elected by secret ballot at the annual business meeting with a 75% vote of the active voting members present.

F. TERM OF OFFICE FOR ELDERS

An elder's term of office shall be three years. If an elder desires to serve for another three year term, he must be approved by the Board of Elders and re-elected.

G. RESIGNATION OF AN ELDER

An elder who feels that he can no longer fulfill his responsibilities may at any time resign from his office after giving written notice to the senior pastor or board chairman.

H. REMOVAL OF AN ELDER

An elder who no longer meets the Scriptural and personal qualifications for the office, or whose relationship with the congregation or the board makes his effective functioning impossible or hampers the work of Christ in FFBC, shall be asked to resign with a 75% vote of the remainder of the board. Should that member refuse to resign, the matter shall be taken to the congregation in the same manner as described for the senior pastor in ARTICLE V, SECTION 1, E, 2.

SECTION 4. DEACONS

A deacon is someone appointed to a special ministry of service by the Board of Elders. The congregation is encouraged to provide input. These deacons shall provide spiritual and/or physical help to FFBC as necessary. Only active voting members of FFBC who are in full agreement with the doctrinal statement may serve in this capacity. The term of office of a deacon shall be three years.

A. QUALIFICATIONS FOR DEACONS

The qualifications for deacons are clearly laid out in 1 Timothy 3:8-13: (8) *Deacons likewise must be men of dignity, not double-tongued, or addicted to much wine or fond of sordid gain, (9) but holding to the mystery of the faith with a clear conscience. (10) And let these also first be tested; then let them serve as deacons if they are beyond reproach. (11) Women must likewise be dignified, not malicious gossips, but temperate, faithful in all things. (12) Let deacons be husbands of only one wife, and good managers of their children and their own households. (13) For those who have served well as deacons obtain for themselves a high standing and great confidence in the faith that is in Christ Jesus.*

B. INSTALLATION OF DEACONS

The deacons shall be installed at a designated public meeting of FFBC.

C. REMOVAL OF DEACONS

If necessary, a deacon may resign from the position with written notice to the Board of Elders. The Board of Elders may also remove a deacon from service, if the elders determine that the person is unable to serve or no longer meets the qualifications to serve.

SECTION 5. TEACHERS

Those who serve as teachers at FFBC must be approved by the Board of Elders and must be in full agreement with the Doctrinal Statement.

ARTICLE VI: MEMBERSHIP OF THE ASSOCIATION

SECTION 1. REQUIREMENTS FOR MEMBERSHIP

A prospective member of FFBC shall:

A. Be a Christian: *Believe in the Lord Jesus, and you shall be saved* (Acts 16:30-31; Romans 10:9);

B. Be baptized by immersion after becoming a Christian (Acts 2:38; Acts 8:35-38);

C. Be committed to serve at FFBC using his or her spiritual gifts, natural abilities and financial resources (1 Peter 4:10-11; 2 Corinthians 9:7-8);

D. Be accountable to other believers and to the Board of Elders (Ephesians 5:21; Hebrews 10:24-25, Hebrews 13:17); and

E. Be in substantial agreement with the Doctrinal Statement and willing to abide by the Articles and practices of FFBC.

SECTION 2. PROCESS FOR OBTAINING MEMBERSHIP

Anyone desiring FFBC membership shall:

A. Notify an elder of their desire to become a member of FFBC. The names of candidates for membership will be posted for two consecutive Sundays prior to meeting with the elders;

B. Meet with at least two elders to share his or her testimony and discuss any other necessary issues; and

C. Receive approval by the Board of Elders.

SECTION 3. CONDUCT EXPECTED OF MEMBERSHIP

Members of FFBC are to:

A. Glorify God by carrying out the purposes of ARTICLE II;

B. Use their spiritual gift(s) for the common good of the congregation (1 Corinthians 12:7);

C. Give voluntarily and proportionately of their financial resources (1 Corinthians 16:2; 2 Corinthians 9:6-9); and

D. Strive to live a life consistent with Scripture (Ephesians 4:1-3).

SECTION 4. CATEGORIES OF MEMBERSHIP

Categories of FFBC membership are:

A. Active/Voting: Members whose conduct is consistent with ARTICLE VI, SECTION 3 and who faithfully attend services at FFBC shall be considered active. The privilege of voting is given to active members who are at least 18 years of age.

B. Non-active/Non-voting: Members who fail to conduct themselves in a manner consistent with ARTICLE VI, SECTION 3, or who become physically unable to attend worship services for three or more months, or who are called out of town for an extended period of time due to education, military or job-related obligations shall be considered non-active and unqualified to vote. The Board of Elders may transfer active members to non-active status (and *vice versa*) should circumstances warrant.

SECTION 5. TERMINATION OF MEMBERSHIP

Grounds for termination of FFBC membership shall be:

A. Unrepentant sin, resulting in church discipline (ARTICLE VIII);

B. Written request (except in the case of an individual who is under church discipline, ARTICLE VIII); or

C. Failure to attend worship services for three consecutive months (such an absentee member shall be contacted by an elder, upon whose recommendation the Board of Elders may then terminate the individual's membership).

ARTICLE VII: BUSINESS CONCERNS OF THE ASSOCIATION

SECTION 1. BUSINESS MEETINGS

A. ORDER OF MEETINGS

The Bible shall govern the conduct and decisions of all business meetings. These Articles shall also be followed. Robert's Rules of Order, as last revised, may be consulted to assist the flow of meetings. All meetings are to be conducted in an orderly way (1 Corinthians 14:40) with all participants demonstrating Christ-likeness in their attitudes and actions (Ephesians 4:25-32; Philippians 2:1-15). A meeting that falls short of these standards may be suspended by the moderator for up to two weeks to allow all participants time for prayer and self-examination (Galatians 5:13-15).

1. MODERATOR

The moderator for all business meetings shall be the chairman of the Board of Elders or a designated board member.

2. MOTIONS

A member of FFBC may make a "motion from the floor" if it is related to an item that is on the meeting's agenda. Upon a second, the motion shall be discussed and voted upon by the active voting membership present. Nothing in this article precludes consideration of new business in its proper order.

3. QUORUM

A quorum for the transaction of business meetings shall be at least 50% of the active voting membership.

4. MAJORITY

Unless otherwise noted, a majority vote for a single office or for a proposition is 51% of the active voting members present.

B. TYPES OF MEETINGS

1. ANNUAL BUSINESS MEETING

FFBC membership shall have an annual business meeting on a date set by the Board of Elders. The annual meeting shall be held no later than the third week of June. The FFBC operational budget and term of officers shall be from July 1st through June 30th.

2. CALLED BUSINESS MEETING

a. A business meeting may be called at any time at the request of the Board of Elders. The specific matters to be considered shall be announced on two Sundays prior to the day of the meeting. In case of emergency, the two-Sunday notice may be waived with the unanimous approval of the Board of Elders.

b. Any ten voting members may petition the Board of Elders to request a called business meeting of FFBC.

3. ELDER BOARD MEETINGS

The Board of Elders shall meet on a regularly scheduled basis and upon the call of any board member. The board shall strive for unanimity and seriously consider setting aside any decision which is not unanimous.

SECTION 2. PROPERTIES

A. The Board of Elders holds in trust all church properties. It is responsible for negotiating loans, drawing up contracts, and arranging financial transactions in the name of FFBC. Its duties are to oversee all financial and temporal affairs and audit or cause to be audited on a yearly basis all goods and accounts of FFBC.

B. The Board of Elders shall ensure that church buildings and grounds are maintained, being careful to delegate as much of this responsibility as possible.

C. Purchase of property or sale or encumbrance of church properties:

1. With the exception of item 2 immediately below, the Board of Elders shall not purchase, sell, mortgage, or otherwise encumber any real estate for or of FFBC without the consent of a 75% majority of the active voting members of FFBC present at a called business meeting. Two weeks' notice, stating the business transactions under consideration, shall be given prior to such a meeting.

2. Ancillary pieces of real or capital property, not part of the ongoing ministry of FFBC, such as gifts to FFBC of stocks, bonds or real property, may be sold at the discretion of the board.

D. FFBC may make its facilities available to other churches and ministries to promote the gospel, Christian education and evangelism. Such use shall be by groups who are like-minded in matters of doctrine. Facilities shall not be used by groups whose doctrinal standards or practices might call into question the fidelity of FFBC to its stated positions.

Rent or fees for such usage may be charged or waived at the discretion of the Board of Elders.

SECTION 3. SALARIES AND JOB DESCRIPTIONS

The Board of Elders shall determine the salary to be paid each employee. Employees of FFBC who are board members will be excluded from the salary decision process. The Board of Elders will determine the job descriptions for all church staff. All employees shall abide by the same standards of conduct as members of FFBC.

SECTION 4. REPORTS

At the annual business meeting, the Board of Elders shall present a written report summarizing the transactions of the year. This report shall be a condensed financial report, prepared with the assistance of the FFBC treasurer. Copies of the report shall be given to individual members. The Board of Elders shall also make a report of its transactions when requested by the membership as described in ARTICLE VII, SECTION 1, B, 2, b.

SECTION 5. POLICIES

The Board of Elders shall formulate policies and establish practices as needed. Such policies and practices shall be consistent with Scriptural principles. Anyone in a teaching, speaking or leadership position must be a church member and must agree fully with the Doctrinal Statement of FFBC.

SECTION 6. COMMITTEES, MINISTRIES AND OTHER ORGANIZATIONS

Committees, ministries and other organizations that are in keeping with the purpose statement of FFBC may be formed with the consent of the Board of Elders. Such committees, ministries and other organizations shall be held accountable to the Board of Elders.

ARTICLE VIII: DISCIPLINE EXERCISED BY THE ASSOCIATION

SECTION 1. GUIDELINES

Scripture indicates some latitude in how matters of church discipline are to be handled. Where possible the pattern taught by Jesus in Matthew 18:15-17 shall be followed with the intent of restoring the sinning brother or sister. If there is no repentance, the elders may remove that individual from membership (1 Corinthians 5; 2 Corinthians 2:5-10; Galatians 6:1; 1 Timothy 1:12-20; Romans 16:17; Galatians 1:9).

SECTION 2. GRIEVANCES/LAWSUITS

If a matter arises between a member of FFBC and another Christian, they should seek wise counsel among fellow believers. According to 1 Corinthians 6:1-8, the saints are not to go before the unsaved. The innocent party should rather suffer wrong than go to a civil court to settle the matter.

ARTICLE IX: AMENDMENTS MADE BY THE ASSOCIATION

SECTION 1. TO ARTICLES

- A. Any proposed change shall be provided to the members at least two weeks in advance.
- B. Within two weeks, an open forum shall be held for the congregation to discuss the proposed amendments.
- C. The proposed changes shall be voted on by the active voting members at a business meeting.
- D. Amendments to these bylaws must be approved by 75% of the active voting members present.

SECTION 2. TO DOCTRINAL STATEMENT

Amendments or changes to the Doctrinal Statement must be affirmed by 90% of the active voting members present at a business meeting. The simple addition or clarification of Scripture references or the correction of grammar or misspelling shall not constitute an actual change to the Doctrinal Statement. The Board of Elders must notify the members of any changes.

ARTICLE X: DISSOLUTION OF THE ASSOCIATION

The association may be dissolved by a vote of 75% of all active voting FFBC members. Upon dissolution of FFBC, the Board of Elders shall cause the assets of FFBC to be distributed by transfer of all assets to another not-for-profit entity with a similar doctrinal statement and beliefs as FFBC.

ARTICLE XI: DOCTRINAL STATEMENT OF THE ASSOCIATION

Please see the attached "Doctrinal Positions of Family Fellowship Bible Church".