

BYLAWS OF SALT MINISTRIES, INC.

ARTICLE I – NAME, PURPOSE

Section 1: The name of the organization shall be SALT Ministries, Inc.

Section 2: The church is organized exclusively for charitable and religious purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as now enacted or hereafter amended, including, for such purposes, the making of distributions to organizations that also qualify as Section 501(c)(3) exempt organizations. To this end, the corporation shall be devoted to making disciples for Jesus Christ, serving the community, and other activities allowed under the laws of the State of Missouri. All funds, whether income or principal, and whether acquired by gift or contribution or otherwise, shall be devoted to said purposes.

ARTICLE II – BOARD OF DIRECTORS

Section 1: Duration. The initial Board of Directors of the corporation shall consist of the Chair, Vice-Chair, and Secretary. This structure shall be maintained only until the Board of Elders is created, at which time the authority for the church shall be maintained in them.

Section 2: Board Role and Compensation. The Board is responsible for overall policy and direction of the corporation. The Board receives no compensation other than reasonable expenses.

Section 3: Meetings. The Board shall meet at least quarterly, at an agreed upon time and place.

Section 4: Quorum. A quorum must be attended by at least 60% of the Board members before business can be transacted or motions made or passed.

Section 5. Officers and Duties. There shall be three officers of the Board consisting of a Chair, Vice Chair, and Secretary. Their duties are as follows:

- The Chair shall convene regularly scheduled Board meetings, and shall preside at each meeting.
- The Vice Chair shall preside in the absence of the Chair.
- The Secretary shall be responsible for keeping records of Board actions, including overseeing the taking of minutes at all board meetings, sending out meeting announcements, distributing copies of minutes and the agenda to each Board member, and assuring that corporate records are maintained. The Secretary shall also assist in the preparation of the budget, and make financial information available to Board members and the public.

ARTICLE III – MEMBERSHIP

1. **FAITH:** Hold to the articles of faith as presented in Article VI.
2. **CONFESSION:** “I believe Jesus is the Christ, the Son of the living God. And I trust in Him as my Savior.”
3. **SERVICE & DUTIES –** All members will faithfully serve the body with their talents, prayers, and presence.

ARTICLE IV – CHURCH OFFICERS

Section 1: Elders

A. Selection and Removal

Elders shall be nominated by the body, confirmed by the Board of Elders and approved by a 80% vote of the members present at a Business Meeting of the Church and shall serve in that capacity for a period of three years. At the end of three years, the church shall vote at a business meeting to approve the Elder for another three year term. A new Elder may be approved to either fill a vacancy on the Board of Elders or to add an additional member to that Board. Elders may be removed from office upon their own request or by the request of the Board of Elders confirmed by 2/3 vote of the Members present at a Business Meeting. An Elder may be suspended indefinitely by a 2/3 vote of the Board of Elders.

B. Qualifications

Elders shall be people of intellectual and spiritual maturity, with proven Christian character and sound judgment, exemplary in their conduct, effective leaders and teachers. Elders shall be qualified in accordance with the guidelines of 1 Timothy 3:1-7 and Titus 1:5-9 and be willing, to be servants of the Church. Additionally, Elders shall be Members of the Church and shall have proven themselves before the Membership in lesser capacities of service. An Elder shall be ordained by this Church with the laying on of hands by the Board of Elders.

C. Responsibilities

An Elder shall be responsible to:

1. Seek the Lord and find delight in Him:
 - a. Give adequate time to personal prayer and study in the Word.
 - b. Labor and strive after godliness (1 Timothy 4:6-10).
2. Be a pastor to one's own family first (1 Timothy 3:4,5):
 - a. Spend time together in prayer, spiritual conversation, and the Word (Ephesians 5 and 6).
 - b. Meet the needs of one's spouse in particular, deepening their intimacy and relationship together (Ephesians 5, 1 Peter 3:7).
3. Be an example to the believers (1 Peter 5:1-3).

4. Pray for the whole church program and for individual members (Acts 6:4).
5. Be involved in the teaching of God's Word (Acts 6:4; Ephesians 4:11; Titus 1:9).
6. Meet with the other elders of the church at stated times for the purpose of prayer, discussion, examination of potential members, making decisions related to the life of the church, and other such duties as may be part of the responsibilities of the Board of Elders.

Section 2: Deacons

A. Selection and Removal

Deacons shall be nominated by the body, confirmed by the Board of Elders, and approved by 80% vote of the Members present at a Business Meeting of the Church and shall serve in that capacity for a period of three years. At the end of three years, the church shall vote at a business meeting to approve the Deacon for another three year term. A new Deacon may be recommended and approved to either fill a vacancy on the Board of Deacons or to add an additional member to that Board. Deacons may be removed from office upon their own request or by the request of the Board of Elders confirmed by a 2/3 vote of the Members present at a Business Meeting. An deacon may be suspended indefinitely by a 2/3 vote of the Board of Elders.

B. Qualifications

Deacons shall be people of spiritual discernment and members of the Church, exemplary in their Christian character and conduct, and of good reputation in the community outside of the Church. They shall be willing to be servants of the Church in accordance with the meaning of the work as outlined in Acts 6:1-6 and shall be qualified in accordance with the guidelines in 1 Timothy 3:8-13. A Deacon shall be ordained by this Church with the laying on of hands by the Board of Elders.

C. Responsibilities

Responsibilities of individual Deacons shall be those of the Board of Deacons as defined below.

Section 3: Treasurer

A. Election and Removal

The Treasurer shall be confirmed by the Board of Elders, and elected by 80% vote of the Members present at a Business Meeting of the Church. The Treasurer may be removed from office upon his (her) own request, by a 2/3 vote of the Board of Elders, or by a majority vote of the Members present at a Business Meeting. The Treasurer may be suspended indefinitely by a 2/3 vote of the Board of Elders.

B. Qualifications

The Treasurer shall be a member of the Church and an individual of sufficient numerical and accounting skill so as to carry out the responsibilities of the position. Whenever possible, the Treasurer should also hold the Biblical office of Deacon, since the accounting and administration of the Church's funds was a task given to Deacons from the early Christian Church (Acts 6:3).

C. Responsibilities

The Treasurer shall be responsible for:

1. The holding in trust in accordance with generally accepted accounting procedures of all monies belonging to the Church in the appropriate checking, savings, or other type account.
2. The maintenance of appropriate records of all expenditures of the Church.
3. The Business Meeting preparation of the Year End Financial Statement and its presentation to the Membership and presentation of financial reports at each congregational budget Business Meeting. Monthly financials will be presented to the Board of Elders at their regularly scheduled meetings and made available for others at the Welcome Center.
4. Cash disbursements: The payment from the receipts on hand of all authorized salaries and fixed expenses, and other amounts within the designated Budget of the Church, when authorized by the appropriate Board, Committee, Officer, ministry group or individual, and the payment of amounts in excess of the Church Budget when authorized by the Board of Elders.
5. All or any of the above responsibilities may be delegated to a paid bookkeeper, an accountant, or an accounting firm. The funding of this position must be approved prior to any hiring action by a 2/3 vote of both the elders and the Members present at a Business Meeting. It will then be the responsibility of the Board of Elders to select the person or group and of the Treasurer to work with and supervise the actions of the person or group.

D. Accountability

The Treasurer shall, in general, be accountable to the Membership and specifically, to the Board of Elders.

ARTICLE V – LEADERSHIP

Section 1: Board of Elders

A. Membership

The Board of Elders shall be comprised of those Elders nominated by the body, confirmed by the Board of Elders, and approved by the Membership.

B. Responsibilities

The Board of Elders is responsible for the administration of the Church under God's authority and in particular is responsible for the development of the spiritual life of the Church and its members. Collectively, the Board of Elders shall:

1. Define and interpret the overall objectives and aspirations of the Church which, if attained, will produce progress toward fulfilling the Scriptural purposes for its existence.
2. Become aware of the spiritual needs and concerns of those in the Congregation, and assist in the establishment of goals for the Church based on these concerns.
3. Oversee the development of strategies by the various Boards, committees, ministry groups and individuals using available resources to meet the goals of the Church, including all programs, ministries, meetings, and other efforts of the Church. Individual members may be assigned as liaison to various boards for specific periods of time.
4. Administer Scriptural forms of Church discipline to members as outlined in Matthew 18:15-17, when a member is found to be flagrantly negligent in living the Christian life and in upholding the Covenant of Discipleship.
5. Obtain nominations from the body of those willing and qualified to serve as Elders, Deacons, Treasurer or other required administrative positions.
6. Ensure all candidates for positions of Elder, Deacon and Treasurer are fully qualified per the bylaws. Confirmed nominees are then presented to the members for voting.
7. Suspend or remove church Officers per ARTICLE III (When considering the suspension of an Elder, the Elder being considered is entitled to vote against his own suspension.) If the vote is in favor of suspension or removal and the church Officer holds a staff position, the Board of Elders may also choose by majority vote to immediately dismiss that church Officer from their staff position.
8. Appoint persons to and dismiss persons from paid or unpaid administrative positions. For paid positions, appointment should

occur only after budget approval by the Membership. Dismissal of persons from administrative positions requires a majority vote of the elders.

9. Approve expenditures by Boards, Committees, officers, and ministry groups when such expenditures are within the Budget categories previously approved by the Membership, but temporarily exceed the limitations of the Church Budget.
10. Review and approve the Annual Budget prior to its submittal to the Membership.
11. Keep accurate written minutes of all meetings.

C. Organization and Procedures

Procedures for the conduct of Elder business shall be as determined by that Board. The Chairman shall be the Pastor unless otherwise designated by that Board.

D. Meetings

The Board of Elders shall meet as and when necessary to conduct its business. Meetings shall be called by the Chairman who will individually contact members of the Board and, when possible, announce such meetings on the Sunday morning prior to the meeting. A quorum for the transaction of business shall be a majority of the Board membership.

E. Authority

On the basis of the Scriptures, the administration of authority in the Church is given by the Holy Spirit to the Elders who are to administer God's authority and be responsible for His will being put into practice. The Board of Elders, therefore, shall have the authority to interpret these Bylaws and implement actions consistent with them.

Section 2: Board of Deacons.

A. Membership

The Board of Deacons shall be comprised of those Deacons nominated by the Body, confirmed by the Elders, and approved by the Membership.

B. Responsibilities

Deacons do not exercise Biblical authority over the congregation. The Deacons shall assist the Board of Elders and be responsible for various temporal ministries of the Church. Specifically, the Board of Deacons shall:

1. Be an example to the Congregation in the areas of faith, prayer, spiritual growth in the home, and boldness in proclaiming the Gospel.
2. Visit the sick, the elderly, the prisoners, and others in the Church requiring contact with the Church.

3. Become aware of the physical needs of those in the Church and the community at large, and develop and implement methods of meeting those needs.
4. Distribute money from the Benevolence Fund consistent with Biblical guidelines and procedures established by the Board of Deacons.
5. Devise and implement effective Biblical methods of collecting the gifts of the Lord's people. This includes the counting and depositing of money collected in Church offerings or received by other means.
6. Assist the Congregation in an understanding of Biblical financial management, stewardship, and giving. They shall also seek ways to develop in the Members the grace of liberality and Christian financial freedom.
7. Assist the Elders in ordinances and ceremonies as necessary.
8. Assign check writer(s), if this task is not being handled by a paid accountant or accounting firm.
9. Keep accurate written minutes of all meetings.

C. Organization and Procedures

Procedures for the conduct of Deacon Business shall be as determined by that Board. A Chairman shall be selected by the Board of Deacons. The Chairman's responsibilities are to oversee meetings and to act as Spokesman for the Board to the Congregation, the Board of Elders and others as appropriate. The Board of Deacons shall be accountable to the Board of Elders and to the Membership. If it is impossible for any reason to secure Deacons, the responsibilities of their office shall fall upon the Board of Elders.

D. Meetings

The Board of Deacons shall meet when necessary to conduct its business. Meetings shall be called by the Chairman who will individually contact members of the Board and when possible, announce such meetings on the Sunday morning prior to the meeting. A quorum for the transaction of business shall be a majority of the Board membership.

E. Authority

The Board of Deacons shall have the authority to expend funds consistent with their responsibilities and within the limitations of the Church budget.

Section 3: Pastor

A. Selection

1. Pastor Search Committee

a. Formation

In the event of a pastor vacancy in this Church, a Pastor Search Committee shall be established as an Ad Hoc Committee. The Pastor Search Committee shall be comprised of those Elders desiring to serve on the Committee and any two Members of the Church elected by the Membership. If fewer than three Elders serve on the Committee, additional members shall be elected so that the Committee has at least five members.

b. Responsibilities

In general, it shall be the responsibility of the Pastor Search Committee to review and select candidates to be presented before the Church. This shall involve:

- 1) The establishment of criteria to be considered in making initial contacts with prospective candidates.
- 2) The making of inquiries as to the availability of prospective candidates.
- 3) The review of information as to the prospective candidates educational training, experience in Christian service, personal and spiritual reputation, doctrinal views, and conditions under which they would consider a call from the Church.
- 4) The scheduling of candidates for exposure to the Church including speaking at services.
- 5) The consideration of candidates for formal presentation to the Church for the purpose of voting on calling the candidate.

c. Authority

The Pastor Search Committee shall have the authority to expend funds in the pursuit of their responsibilities consistent with the Church budget.

1. Calling of Candidates

After a candidate has spoken at services of the Church and met with the Pastor Search Committee, the Committee shall meet to consider whether or not to formally present the candidate to the Church for the purpose of a Membership vote. The unanimous vote of the Pastor Search Committee is required for formal presentation to the Church whereupon a vote shall be taken by the Members at a Business Meeting. A Pastor may be called by 80% of the Members present.

B. Term of Service

A Pastor will be called for an indefinite period of time. The appointment will be reviewed at the Annual Meeting and approved by 80% of the Members present. The Pastor's tenure of service shall terminate by his resignation, death, or by the request of the Board of Elders confirmed by 2/3 vote of the Members present at a Business Meeting. In the event of the Pastor's resignation, he may give up to thirty days notice; in the event that the Church votes to terminate the Pastor's services, he shall receive thirty days notice or thirty days salary in lieu of such notice.

C. Conditions of Employment

The salary of the Pastor and other compensation such as Social Security, insurance, housing allowance, and pension shall be specified in writing and made a part of the call upon which the Membership votes. Likewise, such items as authorized vacation, attendance at meetings and conferences, moving expenses, and other agreed upon conditions shall be addressed in the call. The call shall be in the form of a legal agreement. Changes in the initial conditions of employment are to be enacted by vote of the Membership.

D. Qualifications

The qualifications for Pastor shall be the Biblical standards for the office of Elder (I Timothy 3:1-7; Titus 1:6-9). In addition, the Pastor shall be ordained by the Board of Elders through the laying on of hands and shall hold membership in this Church during his term of service. Additional qualifications shall be as determined by the Pastor Search Committee.

E. Responsibilities

The Pastor has both the collective responsibilities as a member of the Board of Elders and the individual responsibilities of an Elder. Additionally, the Pastor shall:

1. Minister to the Congregation through the regular preaching and teaching from the Scriptures.
2. Coordinate the day-to-day operations of the Church and be available for the purpose of counseling.
3. Visit in the homes of those in the Congregation.
4. Ensure the Church's observance of its ordinances and ceremonies.
5. Supervise paid staff functions. Part of this function will be to determine vacations, sick days, and other work-related leave.

F. Outside Ministries

Involvement by the Pastor in ministries, work, or other endeavors outside of the Church and its Ministries shall be reported to the Board of Elders.

G. Authority and Limitations

The authority of the Pastor to expend funds is limited to his participation as a member of the Board of Elders and the authority and limitations

prescribed to the Board. The Pastor shall have the authority to interpret the Scriptures to the Congregation consistent with the Articles of Faith of the Church.

ARTICLE VI – ARTICLES OF FAITH

1. We believe the Holy Bible is the inspired Word of God, and is profitable for teaching, for reproof, for correction, for training in righteousness; so that the man of God may be adequate, equipped for every good work.
2. We believe in one God, eternally existing in three Persons: the Father, the Son, and the Holy Spirit.
3. We believe in the Virgin Birth of Jesus Christ, and that He is true God and man. He died on the cross for our sins. He rose bodily from the dead, ascended into heaven where He sits at the right hand of the Father and is now our High Priest and Advocate.
4. We believe that man was created in the image of God but fell into sin and was therefore lost. Only through regeneration by the work of the Holy Spirit can salvation and spiritual life be obtained.
5. We believe that eternal salvation is the free gift of God, entirely apart from works, and is possessed by any and all who have faith in and receive Jesus Christ as their personal Lord and Savior.
6. We believe in a regenerated church membership: that is, persons old enough to understand their need for Jesus Christ and, of their own free will, accepted Him as their personal Lord and Savior.
7. We believe that believer's baptism and the Lord's Supper are ordinances to be observed by the church in its present age. They are, however, not to be regarded as means for man's salvation.
8. We believe in the personal, bodily, imminent, and glorious return of the Lord Jesus Christ and that His Second Coming inspires believers for dynamic and zealous life and service for Him while waiting for His return.
9. We believe in the bodily resurrection of the dead, the everlasting blessedness of the saved in heaven, and the everlasting punishment and separation from God of the unsaved in hell.
10. We believe in the autonomy of the local church. The church shall manage its own affairs and shall not be subject to any other religious body or organization.

ARTICLE VII – MEETINGS

Section 1: Worship Services

The church shall meet at least weekly for the worship of God, for preaching, instruction, and evangelism. These meetings will be open for the entire membership of the church and for all people and shall be conducted under the direction of the Pastor or a member of the Board of Elders in the absence of the Pastor.

Section 2: Regular Business Meetings

1. Notification of Meetings

All Business meetings of the Church shall require that notice be given in written form sent to each member at least two weeks prior to the meeting, in the Church Bulletin or through other means of written communication such as on the public web site of the church, two consecutive Sundays prior to the meeting, or by announcement on at least two previous Sunday mornings. Such announcement shall state the time, the place of the meeting, and the nature of the proposed business. The requirement for a two-week notice may be waived by the unanimous vote of the Board of Elders in cases of emergency.

2. Moderator

The Chairman of the Board of Elders shall either act as Moderator or appoint another Elder to act as Moderator at all Business Meetings of the Church. In his absence, another Elder shall function in that capacity.

3. Quorum

Those Members who attend a Business Meeting shall constitute a quorum for that meeting with the exception of business addressing the following items: changes in the status of the organization or its By-laws; the buying, selling, mortgaging, leasing or long-term rental of Church real property; and the call, selection, or termination of the Pastor. In the case of the exceptions noted above, a quorum shall consist of 40% of the Church Membership.

4. Transaction of Business

The transaction of business at any Business Meeting of the Church shall require a majority vote of Members present, except as otherwise provided in these By-laws. Votes may be cast only by Members who are present at a Business Meeting since congregational discussion and/or amendments made to a motion may change a vote cast in absentia. The Board of Elders shall always have the authority to request the reconsideration of any vote.

5. Minutes

Official minutes of all Business Meetings shall be recorded. Minutes from the previous Business Meeting shall be read and approved at each meeting.

6. Procedures

Robert's Rules of Order is to serve as guidance relative to parliamentary rules of procedure for all Business Meetings of the Church.

7. Special Meetings

Special meetings may be called by the Board of Elders with 2 weeks notice provided to the congregation in a reasonable manner.

ARTICLE VIII – AMENDMENTS

Section 1: These Bylaws may be amended when necessary by a two-thirds majority of the Board of Elders. Proposed amendments must be submitted to the Board to be sent out with regular Board announcements.

These Bylaws were approved at a meeting of the Board of Directors of SALT Ministries, Inc. on July 12, 2008.