



SOUTH TULSA BAPTIST CHURCH  
10310 S Sheridan Rd, Tulsa, Oklahoma 74133

## CONSTITUTION

*(Revised January 1986, May 1997, April 2005, January 2016)*

### ARTICLE I

#### NAME

The name of this organization shall be South Tulsa Baptist Church of Tulsa, Oklahoma.

### ARTICLE II

#### PURPOSE

The purpose of South Tulsa Baptist Church of Tulsa, Oklahoma (hereafter "STBC"), shall be to exalt God and acknowledge His divine leadership through public worship, study of the Holy Scriptures, and being obedient to the Great Commission stated in Matthew 28:19-20.

### ARTICLE III

#### MEMBERSHIP

The membership of STBC shall consist of persons who have accepted and publicly professed Jesus Christ as Savior and Lord, and who have obeyed Him in the scriptural ordinance of baptism. The standard of faith and practice shall be that as set forth in the New Testament. The process of membership approval is described in the Church Bylaws.

### ARTICLE IV

#### GOVERNMENT

**Section 1. POLITY.** The government of STBC is vested in the body of believers who compose its membership. It is subject to the control of no other ecclesiastical body, but it recognizes and sustains the obligations of mutual counsel and cooperation which are common among Southern Baptist churches. To this end, appropriate Bylaws are provided in definitive form to implement the Baptist Doctrine of local autonomous church government.

It is expressly understood that the Church shall determine any change in its convention relationship and control of its property in relation to any such change by an affirmative vote of 90% of the church members present at a business meeting called in accordance with its Bylaws.

**Section 2. DOCTRINE.** STBC declares the Bible as the foundation for its faith and practice, and affirms as its statement of faith, the Baptist Faith and Message, as revised and adopted in 2000 by the Southern Baptist Convention.



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## BYLAWS

### ARTICLE I

#### MEMBERSHIP

**Section 1. QUALIFICATIONS.** The membership of South Tulsa Baptist Church of Tulsa, Oklahoma (hereafter "STBC" or the "Church") shall consist of such persons as confess Jesus Christ as their Savior and Lord, who have been accepted by vote of the Church, (1) after due examination by the Church as to their Christian experience, followed by the scriptural ordinance of baptism, or (2) by transfer of membership from another Baptist church or a church of like faith and order, or (3) by statement.

**Section 2. COMMITMENTS.** Members are expected to be faithful and grow in all the commitments essential to the Christian life, to attend regularly the services of STBC (unless providentially hindered), to provide financial support for STBC and its causes, and to share in its spiritual undertakings, as led by the Holy Spirit.

**Section 3. RIGHTS.** Such members as are in full and regular standing, and do not hold letters of dismissal, and such only, may act and have one vote per member in the meetings of STBC.

**Section 4. TERMINATION.** Membership shall be terminated by STBC in the following ways:

1. Death;
2. Transfer of membership to another Baptist church;
3. Removal from Church roll upon request of the member;
4. Affiliation with a church of another faith or denomination;
5. By STBC determining that a member has become an offense to STBC's good name by reason of immoral or unchristian conduct, STBC may terminate the membership, but only after due notice and hearing, and after faithful efforts have been made to bring such member to repentance and reformation. All action looking to such a termination of membership shall first be considered by the Deacons, who shall then make recommendations to the Church Advisory Council. The membership of no person shall be terminated at the first Church Advisory Council meeting when the recommendation for such action is made.

**Section 5. RESTORATION.** Any person whose membership has been terminated pursuant to the paragraph above, may be restored upon request of the terminated person and upon evidence of repentance and reformation presented to the Deacons, and upon their recommendation to the Church Advisory Council, who may then approve such recommendation.

## ARTICLE II

### CHURCH ADVISORY COUNCIL

The Church Advisory Council serves as the initial governing body of STBC. The business affairs of the Church shall be managed and transacted by the Church Advisory Council and approved by the Church.

**Section 1. SELECTION.** The Church Advisory Council shall consist of the Pastor, Ministerial Staff, Church Treasurer, Secretary, the chairpersons of the church ministry committees, and all active Deacons.

**Section 2. RESPONSIBILITIES.** The Church Advisory Council shall be the recommending body for all matters to be adopted by the voting members of the Church. This includes, but is not limited to, reviewing and approving the Church financials, committee rosters, ministerial reports, and other business.

**Section 3. MEETINGS.** The Deacon Officers shall serve as the officers of the Church Advisory Council. The Pastor shall moderate all Church Advisory Council meetings. The Deacon Officers will moderate in the absence of the Pastor. At all meetings of the Church Advisory Council a quorum shall consist of a majority of the members of the Church Advisory Council. All action shall be by majority of the members of the Church Advisory Council present. The most recent version of Robert's Rules of Order shall be followed. Members of the Church Advisory Council may attend any meeting via conference call or any other form of electronic communication by which all council members in attendance may hear and be heard by all those in attendance. Participation in a meeting pursuant to this section constitutes presence in person at the meeting.

**Section 4. COMPENSATION.** Members of the Church Advisory Council shall not receive any salary or other compensation for their services as members of the Church Advisory Council, although they may be compensated for their other services to the Church. The Church may reimburse such council members for substantiated expenses reasonably incurred by such council members on behalf of the Church.

## ARTICLE III

### CHURCH OFFICERS

The officers of STBC shall be as follows:

**Section 1. OFFICERS AND TERMS.** The Officers of STBC shall consist of a President, a Vice President, a Secretary, and a Treasurer. The President shall be the current Chairman of the Deacons, and the Vice President shall be the current Chairperson of the Stewardship Committee. The Secretary shall be the current Secretary of Deacons. All such Officers shall be selected and approved annually by the Church Advisory Council, then by the Church body for the term of one (1) year or until their successors are selected and qualified as prescribed in the Bylaws of STBC.

### PRESIDENT

**Section 1. ELECTION.** The President (current Chairman of the Deacons) shall be recommended annually by the Deacon Body to the Church Advisory Council. Following approval by the Church Advisory Council, the recommended person shall be presented to the Church body for approval. This position is subject to annual election.

**Section 2. RESPONSIBILITIES.** The President shall be the Executive Officer of STBC and shall preside at all meetings of the Church Officers. The President shall affix the signature of the organization to all contracts, certificates, deeds, conveyances, mortgages, leases, obligations, bonds, and other papers and instruments in writing that may require the same.

## **VICE PRESIDENT**

**Section 1. ELECTION.** The Vice President (current Chairperson of the Stewardship Committee) shall be recommended annually by the Committee on Committees to the Church Advisory Council. Following approval by the Church Advisory Council, the recommended person shall be presented to the Church body for approval. This position is subject to annual election.

**Section 2. RESPONSIBILITIES.** In case of the absence of the President, the Vice President shall take the place and responsibilities of the President for the remainder of the President's term or until the President returns from absence.

## **SECRETARY**

**Section 1. ELECTION AND TERM.** The Secretary (current Secretary of Deacons) shall be recommended annually by the Deacon Body to the Church Advisory Council. Following approval by the Church Advisory Council, the recommended person shall be presented to the Church body for approval. The position of Secretary is subject to annual election, with no individual holding office for more than three (3) years consecutively.

**Section 2. RESPONSIBILITIES.** The Secretary (or designate in absence) shall record the minutes of all business meetings of STBC. The records are to be kept and shall be available to any members upon request. The Secretary shall be responsible for the confidentiality and maintenance of the STBC membership rolls. The names and current addresses of members are to be entered on the rolls with the dates of admission, dismissal, transfer of membership, or termination by death. The Secretary, or delegated staff member, shall issue letters of dismissal as provided for in Article I, Section 4 of these Bylaws. The clerical work and daily responsibilities of this position may be delegated to one or more Church staff, designated by their staff function. It shall be the responsibility of the individual members to keep the Secretary, or Church office advised, preferably in writing, of any name changes or changes in address in order that the STBC membership rolls might be current at all times.

## **TREASURER**

**Section 1. ELECTION AND TERM.** The Treasurer shall be recommended by the Leadership Development Committee to the Church Advisory Council for annual approval. Following approval by the Church Advisory Council, the recommended person shall be presented to the Church body for approval. The position of Treasurer is subject to annual election, with no individual holding office for more than three (3) years consecutively.

### **Section 2. RESPONSIBILITIES**

1. The Chairperson of the Stewardship Committee shall act to fulfill the duties of the Church Treasurer in the absence of the Church Treasurer.
2. The Church Treasurer works with the financial staff and the Stewardship Committee to receive, preserve, and pay out all money or things of value, keeping at all times itemized accounts of all receipts and disbursements.
3. It shall be the duty of the Church Treasurer to render to the Stewardship Committee and Church Advisory Council at each regular monthly meeting, an itemized report of receipts and disbursements for the preceding month.
4. The financial staff, under the direction of the Church Treasurer, shall prepare reports, pay out and make deposits of all money or things of value, as necessary. The financial staff shall also be the official custodian of all pledge cards, payments on pledges to the church budget, building funds, or other funds.

5. All books, records, and accounts, kept by the Church Treasurer or financial staff shall be considered the property of the Church and shall be open to inspection at all times by any member of the Church, except that all pledge cards or payments by any person to the Church, either upon pledges or otherwise, shall be kept confidential and shall be open to inspection only by the Church Treasurer, financial staff, or such members of the Church to whom, in the discretion of the Church Treasurer or Chairperson of the Stewardship Committee, it may be deemed necessary to disclose such record(s).
6. The financial staff shall furnish any member a record of their contributions upon request.
7. All checks, or other instruments for the payment of money, shall be signed by two persons. To that end the Stewardship Committee shall, from time to time, authorize one or more members of the Stewardship Committee, in addition to the Church Treasurer, to sign such checks or other instruments and provide that such checks may be signed by the Church Treasurer and any one of the other parties so designated.
8. The selection and election of the Stewardship Committee are detailed in the Ministry Committee Handbook.

## **ARTICLE IV**

### **MINISTERIAL STAFF**

#### **Section 1. PASTOR.**

##### **A. Responsibilities**

1. The Pastor shall be responsible for leading the Church to function as a New Testament church. The Pastor shall be characterized by the special requirements set forth in 1 Timothy 3:1-7. The Pastor will lead the congregation, the organizations, and the members of the Church staff to perform their tasks.
2. The Pastor shall be the leader of pastoral ministries in the Church, as set forth in Ephesians 4:12-16. As such, he shall work with the Deacons and Church staff in the following ways:
  - (a) To lead the Church in performing its tasks;
  - (b) To lead the Church to engage in a fellowship of worship, witness, education, ministry, and application;
  - (c) To proclaim the Gospel to believers and unbelievers;
  - (d) To care for the Church members and other persons in the community.
3. Any change in the existing programs, or initiating of any programs must be brought to the Pastor's attention before being presented to the Church members. The Pastor may serve as ex-officio member of each of the Church ministry committees.
4. The Pastor shall be the moderator at all business meetings of the members. In his absence, the Chairman of the Deacons shall be the moderator. In the absence of both, the ranking Deacon officer shall direct the members present in electing an acting moderator for the meeting.

**B. Pastor Selection**

1. A Pastor shall be chosen and called by the Church whenever a vacancy occurs.
2. A Pastor Selection Committee shall be elected by the Church to seek out a pastor, and its recommendation shall constitute a nomination. The Pastor Selection Committee shall be elected as follows:
  - (a) The Committee on Committees, after approved by the Church Advisory Council, shall bring to the Church at a called business meeting, recommendations for seven (7) Pastor Selection Committee members plus two (2) alternates. Such called business meeting shall be held within thirty (30) days after a vacancy occurs. The Pastor Selection Committee shall select its own chairperson.
3. The Pastor Selection Committee, after approval of the Church Advisory Council, shall bring to the consideration of the Church one name at a time. The prospective candidate shall be informed at least one week before he preaches.
4. After the prospective candidate preaches, he will be presented to the Church by the Pastor Selection Committee for a vote at a special called business meeting. The vote shall be by secret ballot. If 90% of the Church members present and voting, vote to approve the candidate, the moderator shall declare that the Church has issued a call as Pastor to the person named and shall instruct the chairperson of the Pastor Selection Committee to transmit the decision of the man to accept or decline the call.
5. If the Church should fail to adopt the recommendation of the Pastor Selection Committee, or if the prospective candidate should decline the call, the Pastor Selection Committee shall continue its search.
6. Whenever a pastoral vacancy occurs, the Deacons shall assume the responsibility for filling of the pulpit until a Pastor assumes his responsibility.

**C. Termination**

1. The Pastor's service may be terminated by one of the following ways:
  - (a) His death or;
  - (b) Effective date of his resignation or;
  - (c) Acting upon recommendations of a 75% majority vote of the Church Advisory Council, upon the majority vote of the members of the Church present at a special called business meeting; the notice of such meeting and purpose will be given from the pulpit the preceding Sunday and written notices mailed to the membership at least two (2) weeks prior to such a meeting. The voting to dismiss a Pastor shall be taken by secret ballot at the special called business meeting.

**Section 2. OTHER MINISTERIAL STAFF.** In addition to the Pastor, the Church may call other ministers and associate ministers to be on staff for an indefinite period. Ministerial Staff shall be called upon recommendation of the Personnel Committee, after approval of the Pastor, and a majority vote of the Church. Associate Ministerial Staff may be called upon recommendation of the Personnel Committee, after approval of the Pastor. Associate Ministerial Staff may participate in the Church Advisory Council but are not voting members.

## ARTICLE V

### BROTHERHOOD OF DEACONS

#### Section 1. NUMBER, ELECTION, AND TERM.

1. The Leadership Development Committee will seek out and recommend to the Church, upon approval of the Church Advisory Council, those men within the membership who give evidence by their lifestyle, service, and dedication that they possess the qualifications for Deacons, as set forth in the Scriptures.
2. The Church shall select from its members a Deacon Body, the number to be determined by the Church, each member elected having a term of three (3) years. The term of one-third of the total number shall expire each year and their positions shall be filled by election each year. No Deacon, whose term expires, shall be eligible for re-election until he shall have been off the Deacon Body for at least one (1) year, provided however, any Deacon serving out an unexpired term of one who was regularly elected shall be eligible for re-election to succeed himself. There is no obligation to add to the Deacon Body a brother who comes into the membership of STBC from another church where he has served as a Deacon. The Deacon Body shall each year, as soon as practicable following the election of new members, elect from its number a Chairman, Vice Chairman, and Secretary.

**Section 2. RESPONSIBILITIES.** In accordance with the meaning of the work and the practice of the New Testament, Deacons are to be servants of the Church. The task of the Deacon is to serve with the Pastor and staff in performing pastoral ministries; proclaim the Gospel to believers and unbelievers; care for Church members and other persons in the community; lead the Church to engage in a fellowship of worship, witness, education, ministry, and application; and lead the Church in performing its tasks. The Deacons shall influence and lead out in action that maintains unity and fellowship within the body. Further responsibilities are outlined in the Deacon Handbook.

**Section 3. MEETINGS.** Regular meetings of the Deacons shall be held each month and special meetings may be held as often as necessary, and at such times as may be desirable, on call of the Pastor and the Chairman, or the majority of the Deacons.

## ARTICLE VI

### CHURCH MINISTRY COMMITTEES

The Committee on Committees shall recommend, and the Church members approve, the chairperson and members of each ministry committee. The specific areas of responsibility assigned to the ministry committees of the Church shall be further defined in the Ministry Committee Handbook, which is maintained by the Committee on Committees. The Ministry Committee Handbook shall be modified only as authorized by the Church Advisory Council.

**Section 1. SELECTION.** The members of the Committee on Committees are nominated by the Leadership Development Committee. The Committee on Committees nominates the chairperson and members of the Church Ministry Committees and those nominations shall be voted upon by the Church Advisory Council and the members of the Church. The election of chairpersons and members of Church Ministry Committees shall be taken from the membership-at-large to serve the Church. The Church Ministry Committee terms and the standing Church Ministry Committees are listed in the Ministry Committee Handbook.

**Section 2. RESPONSIBILITIES.** The functions and major responsibilities of each committee are described in the Ministry Committee Handbook.

## **ARTICLE VII**

### **MEETINGS**

#### **Section 1. WORSHIP.**

1. Public worship services shall normally be held each Sunday morning and evening, and prayer meeting on Wednesday evening of each week.
2. Other religious meetings may be called by the Pastor at his discretion, or by vote of the members of the Church.
3. The Lord's Supper shall be observed at least six (6) times during the year.

#### **SECTION 2. BUSINESS MEETINGS.**

1. The regular business meetings of the Church shall be held after the third Sunday in the first month of each quarter.
2. At all business meetings of the Church, a quorum shall consist of the members present.
3. Special business meetings of the Church may be called by the Pastor, the Chairman of the Deacons, or a majority of the Church Advisory Council. Notice of such special meeting shall be given by oral announcement on two (2) consecutive Sunday in the morning worship services of the Church preceding the holding of such meeting, the first such announcement to be no later than one (1) week prior to the holding of such special meeting, and notice shall be published in at least one (1) issue of any church-wide medium of information, such announcements and publication to state the time and place of holding such meeting and the nature of the business to be transacted thereat. Provided, further however, that in an emergency, a special meeting may be called by the Pastor or moderator of the Church Advisory Council, with the approval of a majority of the Church Advisory Council, by announcement at a regular worship service next preceding the time of holding such meeting, such announcement to state the nature of the business to be transacted at such special meeting. The term "emergency," as mentioned herein, shall be construed to mean the existence of unexpected conditions or circumstances which would seriously and adversely affect the best interests of the Church, if action by the Church thereon was delayed for a period of one week or longer. All special meetings of the Church shall be held at the hour of a regular worship service of the Church.
4. All matters transacted at any business meeting shall have first been approved by the Church Advisory Council. Any suggestions for action made at any business meeting, the subject of which has not been approved by the Church Advisory Council, shall automatically be referred to the appropriate committee for consideration, and reported to the Church after approval by the Church Advisory Council.

## **ARTICLE VIII**

### **LICENSING AND ORDINATION**

A person may be licensed and/or ordained as a minister of the Gospel after a due examination by a council, which is formed as needed, and made up of other licensed and ordained ministers and deacons. Each formed licensing or ordination council shall only consider the candidate(s) proposed at that time. This council will examine candidate's background, calling, moral and religious character, credentials, and experience related to the Gospel ministry. The final determination of licensing or ordination, or the removal thereof, shall be at the discretion of the Church Advisory Council.

## **ARTICLE IX**

### **CONFLICT OF INTEREST**

Any member of the Church Advisory Council, officer, or key employee who has an interest in a contract, salary negotiation, or other transaction presented to the Church Advisory Council or a committee of the Church for authorization, approval, or ratification, shall make a prompt and full disclosure of his interest to the Church Advisory Council or committee prior to its acting on such contract or transaction. Such disclosure shall include any relevant and material facts known to such person about the contract or transaction which might reasonably be construed to be adverse to the interest of South Tulsa Baptist Church.

The body, to which such disclosure is made, shall thereupon determine, by a vote of seventy-five (75%) of the votes entitled to vote, whether the disclosure shows that a conflict of interest exists or can reasonably be construed to exist. If a conflict is deemed to exist, such person shall not vote on, nor exert his personal influence regarding, nor participate in (other than to present factual information or to respond to questions) the discussions or deliberations, with respect to such contract or transaction. Such person may be counted in determining whether a quorum is present, but may not be counted when the Church Advisory Council or a committee of the Church takes action on the transaction. The minutes of the meeting shall reflect the disclosure made, the vote thereon, the abstention from voting and participation (where applicable), and whether a quorum was present.

## **ARTICLE X**

### **INDEMNIFICATION**

STBC shall, to the maximum extent permitted by law, indemnify each member of the Church Advisory Council and officers (past and present) against expenses, judgments, fines, and other amounts actually and reasonably incurred in connection with any proceeding against them, arising by reason of the fact that any such person is or was an agent of the Church; provided, however, that the Church shall not be required to indemnify any member of the Church Advisory Council or officer against any expenses, judgment, fine, or other amount incurred by the officer or director, as a result of his/her own gross negligence or intentional misconduct.

## **ARTICLE XI**

### **DISSOLUTION**

Upon the dissolution of the Church, the Church Advisory Council shall, after the payment of all the liabilities of the Church, dispose of all of the assets of the Church exclusively for the purposes of the Church, in such manner, or to such organization or organizations formed and operated exclusively for the purposes of the Church, or to such organization or organizations formed and operated exclusively for charitable, educational, or religious purposes, as shall qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (or of the corresponding provisions of any future United States Revenue Law), as the Church Advisory Council shall determine.

## ARTICLE XII

### INUREMENT

No part of the net earnings of the Church shall inure to the benefit of, or be distributable to, its members, officers, members of the Church Advisory Council, or any person except that the Church shall be authorized and empowered to pay reasonable compensation for services rendered. Notwithstanding any other provisions of the Articles of Incorporation, or these Bylaws of the Church, the Church shall not carry on any activity not permitted to be carried on by (a) a corporation exempt from Federal Income Tax under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (or by the corresponding section of any future Revenue Code of the United States of America), or (b) a corporation contributions of which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1986, as amended (or corresponding section of any future United States Revenue Law).

## ARTICLE XIII

### AMENDMENTS

This Constitution and Bylaws may be amended by an affirmative vote of 75% of those members present at any business meeting of the Church; provided, however, that notice of the amendments proposed shall be given in the manner herein provided for the holding of special meetings of the Church and have previously been approved by the Church Advisory Council.

## ARTICLE XIV

### SEAL

The seal of the corporation shall consist of a circle with the words, "The South Tulsa Baptist Church of Tulsa, Oklahoma" around the edge thereof, and the words "Incorporated in 1981" in the center; and such seal impressed below, thereof, is hereby adopted as the corporate seal of South Tulsa Baptist Church.

