

KINGSTON LAKE MISSIONARY

BAPTIST ASSOCIATION

CONSTITUTION

AND

BY-LAWS

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## CONSTITUTION OF THE KINGSTON LAKE ASSOCIATION

We, the members of the Kingston Lake Missionary Baptist Association in order to form a more perfect united Baptist organization; secure the blessings of unity for capable and efficient home and foreign mission; insure the spiritual, moral and social development of mankind; establish a program of evangelism and education among ourselves and throughout the world; do ordain and establish this Constitution in order that we may govern ourselves and effectuate our purpose in an orderly manner.

### ARTICLE I - ORGANIZATION

Section 1. Name

The Kingston Lake Missionary Baptist Association

Section 2. Purpose

The Kingston Lake Missionary Baptist Association shall proceed diligently to combine the efforts of its churches and auxiliaries in extending the Gospel of Jesus Christ; spread Baptist Doctrines of faith; encourage prosperity; work together in Christian love; strive for the advancement of our people in knowledge and holiness; support mission and education; and prepare to foster the kingdom of God through evangelism.

Section 3. Corporate Status

The Association shall be incorporated as an eleemosynary (nonprofit) organization.

### ARTICLE II - MEMBERSHIP

Section 1. Composition

The membership of this Association shall be Orthodox Missionary Baptist Churches and field auxiliaries, divided into five (5) districts.

Section 2. New Membership

Any church or proposed field auxiliary may petition the Association for membership if it is duly organized and willing to accept this Constitution and By- Laws. Such petition may be approved by the body upon the submission of proper credentials.

Section 3. Resignation

Any church may voluntarily dis-associate itself from the associational body, if in good standing. However, involuntary dis-association may be compelled for delinquency under Article VI, Section 2.

Any field auxiliary may petition the Association for dissolution providing such petition includes a financial accounting and the date monies held are to be delivered to the Association.

Section 4. Business At A Session Of A Field Auxiliary

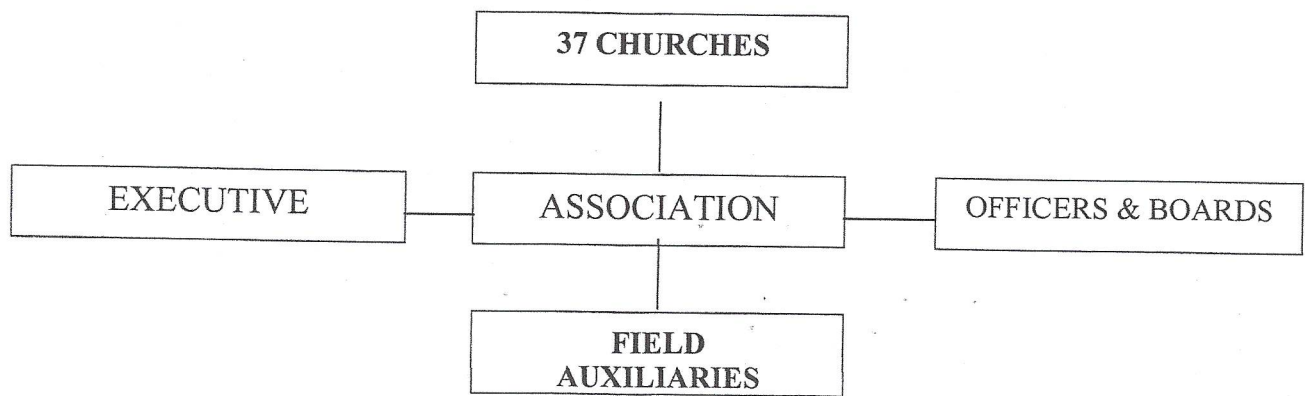
The business of the Association may be conducted at a session of a field auxiliary provided the notice requirements of Article III, Section 3 are complied with, except in accordance with Article V.

Section 5. Ministers

The Association shall publish annually based on Article VI, Section 1, and a roll of pastors and ministers of the Association.

Section 6. Organization

The organization of this Association is depicted by the following chart:



**ARTICLE III – MEETINGS**

Section 1. Annual Session

This Association shall convene annually on the third Thursday night, Friday, Saturday, and Sunday in October.

Section 2. Mid-Winter Session

This Association shall have a Mid-Winter session that will convene annually on the first Saturday in February.

Section 3. Call Meetings

The Association may convene on call meeting by the Moderator with approval of the Executive Board. Such meetings can be convened only if notice is given two weeks prior to the date of the scheduled meeting by letter.

Section 4. Parliamentary Procedure

The Bible, Hiscox, Robert's Rules of Order shall govern the meetings of this Association, except as otherwise provided in the Constitution and By-Laws.



## ARTICLE IV – OFFICERS

### Section 1. Enumeration

The officers of this Association shall be moderator, vice moderator, missionary, secretary, assistant secretary, treasurer, parliamentarian, historian, district workers, trustees and members of the ordination council.

An Executive Board consisting of seven (7) members (one per associational district); and The Moderator shall be responsible for the general welfare of the Association. The Executive Board consists of four (4) ministers (one which shall be the Missionary) and three (3) laymen.

### Section 2. Employees

The Association shall employ an auditor to inspect its books annually. The field auxiliaries' financial records shall also be subject to audit.

### Section 3. Election

The officers of this Association shall be elected during the business session on Saturday, every four years.

### Section 4. Nominating Committee

There shall be a nominating committee, comprised of a non-voting chairperson and a delegate from each association district.

### Section 5. Suffrage

All registered persons in attendance at the annual session shall enjoy the right of suffrage.

### Section 6. Tenure

The term of office shall be four (4) years. No officer shall be allowed to succeed him/herself more than once following a full term in office.

### Section 7. Impeachment

Any officer failing to perform the general duties for which he/she is elected may be called upon to resign or show cause at a regular meeting of the Association as to why he/she should not be removed. The procedure is to be invoked only after majority vote in a special meeting of the Executive Board.

### Section 8. Committees

The Association may from time to time create Committees with such assignments and duties as the Association may specify. Unless the resolution or motion creating the committee provides otherwise, and except as otherwise provided in this Constitution and By-Laws, appointments to each committee shall be made by The Moderator.

### Section 9. Duties

The general duties of each officer shall be specified by the By-Laws of this Association.

**ARTICLE V – RELIGIOUS AFFILIATION AND GUIDANCE**

Section 1. Ordination

The Ordination Council shall comprise of any three (3) ministers of the Executive Board (one of which shall be the Missionary). They shall examine each candidate as to his/her qualifications for the specified task, as requested by the particular church. After examination, a formal written report regarding each candidate shall be made to the associational body. This report is to include a recommendation to the associational body. The associational body shall then take the appropriate action on the report. The Ordination Council of the Association may routinely conduct this business at a setting of the Union or at a site designated by the requesting church.

Section 2. The Church Covenant

The Church Covenant is adopted for use by this Association. Its use shall be encouraged by the churches, particularly when accepting new membership. (See for text – The New National Baptist Hymnal or Hiscox Church Directory).

Section 3. The Articles of Faith

See for text – The National Baptist Hymnal or Hiscox Baptist Church Directory.

**ARTICLE VI – AMENDMENTS AND BY-LAWS**

Section 1. Changes

At any annual or special meeting, this Constitution may be amended upon consent votes of at least 2/3 of those present enjoying the right of suffrage.

This body shall not act on any amendment unless it is proposed and published at least one month prior to voting.

The Association may adopt by-laws not inconsistent with this Constitution to further the administration of the Association. Adoption of a by-law will require a majority vote of those present enjoying the right of suffrage.

Section 2. Assessment

All assessments are to be specified in the By-Laws.

Pastors, licensed ministers and delegates shall have a registered amount to pay annually to the Association.

## AMENDMENTS

### Amendment I – Finances (1986)

The finances of this Association shall be controlled and governed by a budget, to be submitted biannually by the Moderator and ratified by the Association. The budget shall designate realistic targets for revenues and binding figures for expenditures. The budget shall be approved by the Association on years ending in odd numbers. Assessments should be made on the churches, auxiliaries, ministers, pastors and Kingston Lake officials. The propose budget shall be submitted to the churches **60 days** prior to being enacted upon.

### Amendment II – Auxiliaries (1988)

The Kingston Lake Brotherhood shall be listed as a Kingston Lake Auxiliary.

### Amendment III – Ordination (1998)

Within the process and the act of Ordination gender shall not be a consideration. A minimum standard for ordination shall be set and implemented by the Association.



**BY-LAWS  
OF  
THE KINGSTON LAKE ASSOCIATION**

**OFFICERS**

**1. General Duties**

The officers of the Association shall have the duties specified below in addition to the duties normally incident to the respective offices.

**2. Moderator**

The Moderator shall preside at all meetings of the Association and shall appoint chairpersons and members of all committees. He shall sit on the Executive Board, sign checks, act as the official spokesman and look after the general interest of the Association.

**3. Vice Moderator**

The Vice Moderator shall be an assistant to the Moderator and assume the Moderator's duties in his absence. He shall perform all duties assigned and work closely with the District Workers.

**4. Secretary**

The Secretary shall record and maintain accurate notes regarding the work and operation of the Association, compile and distribute minutes and publish annually the record of the Association.

**5. Assistant Secretary**

The Assistant Secretary shall serve when the Secretary is absent, assist the Secretary and be responsible for the correspondence of the Association.

**6. Treasurer**

The Treasurer shall be primarily responsible and the custodians for all of the funds of the Association. He shall receive all funds, maintain a record of all financial transactions, sign checks, and make detailed written reports at annual and Mid-Winter sessions regarding the finance of the Association and serve as chairperson of the finance committee.

**7. Parliamentarian**

The Parliamentarian shall be the official spokesman of the Association with respect to rules and procedures. He shall maintain a copy of the Constitution, By-Laws and Robert's Rules of Order and provides requested information on procedures.

**8. Historian**

The Historian shall record and maintain events of historical importance with respect to the Association. He shall also gather and update past occurrences of the Association.

**9. Missionary**

The Missionary shall sit on the Executive Board and Ordination Council, work with non-pastored churches in the Association, visit other churches in the Association and work closely with the Vice Moderator.

**10. District Workers**

Each of the five (5) District Workers shall visit churches in his/her respective district at least twice annually and serve as ambassadors of communication for his/her district.



**11. Trustees**

The Trustees shall serve as the legal arm of the Association. They shall hold and maintain all property of the Association.

**12. Ordination Council**

The Ordination Council shall be responsible for screening and recommending to the Association candidates for ordination.

**13. Executive Board**

The Executive Board shall be responsible for the overall operations and work of the Association and its Executive Officers.

**FINANCES**

**1. Church**

The churches of this Association shall be assessed three dollars (\$3.00) per member annually (\$1 – Budget; \$1 – Education; and \$1 – Building Fund). (See Amendment I)

**2. Pastors**

The Pastor of each church shall be assessed the amount of five dollars (\$5.00). If a pastor serves more than one church he shall pay five dollars (\$5.00) for each church.

**3. Ministers**

All licensed Ministers of the Association shall pay two dollars (\$2.00).

**4. Delegates**

All delegates to the Association shall pay two dollars (\$2.00).

**HONORARIUM**

**1. Office & Amount**

The Officers of this Association shall be given donations as specified below:

Moderator .....	\$250
Vice Moderator .....	\$200
Secretary .....	\$200
Assistant Secretary .....	\$75
Historian .....	\$100
Treasurer .....	\$150
Missionary .....	\$75
Parliamentarian .....	\$75
District Workers.....	\$25
Trustees .....	\$15
Committee Members.....	\$5
Executive Board.....	\$25

**1. General**

**PROGRAMS**

Programs governing events of this Association shall be compiled by the Executive Board and Executive Officers of the Association at least ninety (90) days prior to the event and published to each church and auxiliary.

**DOCUMENT SECURITY**

The Trustees shall purchase a safety deposit box to hold the property of this Association, including but not limited to, the Charter, deeds, and etc.

**BANKING**

**1. Monies**

All monies collected by the Association shall be deposited in a bank in Horry County, South Carolina within twenty-four hours.

**2. Disbursements**

All expenditures for debts and donations made by the Association shall be done by check.

**3. Signatures**

All checks shall be signed by any three (3) of the following officers: Moderator, Vice Moderator, Secretary, Treasurer and Chairperson of the Trustee Board.

**AUXILIARIES**

**1. Enumeration**

The Organizations of this Association shall be as follow: Church Union, Women's Convention, Deacons Union, Deaconess Union, Ministers Alliance, Minister's Wives, Sunday School Convention and Young People's Association. (See Amendment II)

**DEFINITION**

**1. Proper Credentials**

The term as used in Article II, Section 3 of the Constitution shall mean upon submission of resolution of origin, location and directions and names of pastor, deacons, clerk and trustees with respect to churches.

**ELECTION PROCEDURES**

**1. Nominating Committee**

A nominating committee shall be selected the year preceding an election year.

**2. Duties**

This committee shall recruit and nominate and conduct the elections.

**3. Advertisements**

The Committee shall publish in writing to each church the names, telephone numbers, addresses and church of each candidate for office at least sixty (60) days before the annual session

**COMMITTEES**

**1. Standing Committee**

The below listed committees shall be standing and serve throughout the year.

(1) Development Committee (The Board of Planning and Development) (2) Finance Committee (3) The Office of Budget and Finance

## KINGSTON LAKE MISSIONARY BAPTIST ASSOCIATION ANNUAL SESSION WEEK

### KINGSTON LAKE MISSIONARY BAPTIST ASSOCIATION

#### BOARDS, COMMITTEES AND COMMISSIONS

##### LEADERSHIP CONFERENCE

**Purpose:** To advise the Moderator on matters affecting the Association from an elected Official's viewpoint. To assist in developing goals and objectives for the Association. This Board shall be composed of the President, Vice-President, Secretary and Treasurer of each Auxiliary. *(No response is necessary from the Churches as to this Board since these people are already named in each auxiliary. To each auxiliary: Please submit the names of your President, Vice-President, Secretary and Treasurer.)*

##### THE COMMITTEE ON CHRISTIAN EDUCATION

**Purpose:** To create, facilitate and implement teaching models to encourage spiritual, moral and social development of mankind.

##### THE COMMITTEE ON CONSTITUTION AND CREDENTIALS

**Purpose:** To receive and study amendments to the Constitution, make and fashion recommendations for changes to the Constitution and to assure that all members, auxiliaries and churches meet the requirements of the constitution and budget. To receive, study and make recommendations regarding petitions for membership.

##### THE BOARD OF PLANNING AND DEVELOPMENT

**Purpose:** To assist in maintaining and overseeing Kingston Lake properties and initiating programs that will aid in the development of said properties.

##### THE COMMISSION ON EDUCATION AND HUMAN RESOURCES

**Purpose:** To implement plans and goals that would allow the Association to maximize its educational and human resources for the benefit of its members, churches and auxiliaries.

##### THE OFFICE OF BUDGET AND FINANCE

**Purpose:** To develop and implement the Budget of the Kingston Lake Missionary Baptist Association and create funding strategies for programs and services for the Association.

##### THE COMMITTEE ON COMMUNICATION AND PUBLICATION

**Purpose:** To *formulate, draft, edit, and release* publications and communications from the Association. To compile and distribute a quarterly newsletter "The Kingston Spirit" highlighting the activities and upcoming events of the Association, Auxiliaries, Churches and members.

##### THE COMMITTEE ON BENEVOLENCE AND MEMORIAL

**Purpose:** To articulate programs that honor our forefathers, recognize and pay tribute to those making exemplary contributions, bestow gifts/honorarium and to make disbursements to people with special needs.

##### THE KINGSTON LAKE MISSIONARY BAPTIST ASSOCIATION HALL OF FAME

**Purpose:** The mission of the Kingston Lake Hall of Fame is the avenue by which the association pays tribute and recognizes individuals for their many contributions to the continuing efforts of Kingston Lake. The focus will be to celebrate their contributions by having their names inscribed in stone for prosperity sake, so those that come after us will know they passed this way. This marker will be placed at the site of the Kingston Lake Beacon Building.

##### THE OFFICE OF SPECIAL PROJECTS AND GRANTS

**Purpose:** To create funding strategies for programs and services for the Association.

##### THE COMMITTEE OF DIRECTORY AND GUIDE

**Purpose:** To formulate a Directory and Guide for the Kingston Lake Missionary Baptist Association.