



# CONSTITUTION & BY-LAWS

Adopted October 13, 2003

**1 Corinthians 14:40 (NASB)**

But all things must be done properly and in an orderly manner.

The ARVBA  
arvba@suddenlink.com



# ARKANSAS RIVER VALLEY BAPTIST ASSOCIATION Constitution and By-Laws

*Adopted at the 72<sup>nd</sup> Annual Meeting  
October 13, 2003*

*First Baptist Church, Atkins*

## **Historical Note**

The Russellville Baptist Association, formed in 1880, and the Dardanelle Baptist Association, formed in 1854, voted to consolidate in 1932 under the name "Dardanelle-Russellville Baptist Association". In 1987 recognizing the geographical area constituting the association, the name was changed to the Arkansas River Valley Baptist Association".

## **Article I**

### **Name:**

The name of this association shall be the Arkansas River Valley Baptist Association.

## **Article II**

### **Membership:**

#### **Section 1.**

The association shall be composed of messengers elected by such churches as are affiliated with the Arkansas River Valley Baptist Association.

#### **Section 2.**

Each church shall be entitled to three messengers and one additional messenger for each 25 members or a major fraction thereof over 50; provided, however, that no church shall have over ten (10) messengers. Pastors of churches in the association shall be included in the total number of messengers from each church.

#### **Section 3.**

The Articles of Faith for this body shall be, "The Baptist Faith and Message" as adopted by the Southern Baptist convention.

## Article III

### New Members

#### Section 1.

Any other Baptist Church, within or territory adjacent to the fields of this association and holding to the faith and practices of this association, may become a member of this association.

#### Section 2.

Any church desiring to become affiliated with this association may do so by presenting a petitionary letter to the Credentials Committee a minimum of one year prior to the Annual Meeting.

This letter shall include the following:

- A. A brief history of its organization.
- B. Evidence of cooperation or intent to cooperate with the Arkansas River Valley Baptist Association, the Arkansas Baptist State Convention, and the Southern Baptist Convention.
- C. Evidence of support, or intent of financials support for the Arkansas River Valley Baptist Association, the Arkansas Baptist State Convention and the Southern Baptist Convention.
- D. A statement indicating the acceptance of and the theological harmony with, "The Baptist Faith & Message," as adopted by the Southern Baptist Convention

#### Section 3.

The one-year waiting period for a church seeking membership in the Association may be waived upon the recommendation from the Credentials Committee provided:

- A. The church was first a duly organized mission sponsored by a Baptist Church as described in Section 1.
- B. The church meets the requirements of Section 2 plus provide a letter of recommendation from the sponsoring church.
- C. The mission/church has been in existence for at least six months.

#### Section 4.

Any church petitioning for membership in this association shall be received by a two-thirds majority of the messengers present and voting upon such petition.

## Article IV

### Purposes:

The purposes of this association are:

1. To simulate and help equip the member churches in the area of Evangelism, Missions, Christian Education, Ministry, Stewardship, and Benevolence;
2. To foster programs which meet the needs of churches in a changing society;
3. To cooperate with the Arkansas Baptist State Convention and the Southern Baptist Convention in a world mission program;
4. To promote a finer fellowship between member churches,
5. To uphold loyalty to Baptist doctrine and principals.

## **Article V**

### **Time of Meeting:**

#### **Section 1**

The Association shall hold an annual meeting of the body at such time and place as determined by previous annual meeting. The Executive Board may change the stated time and/or place of the annual meeting in case of an emergency or necessity.

#### **Section 2**

The Executive Board, by a majority vote, may call a special meeting of the Association. Ten (10) days prior notice must be given to all churches before the special meeting. A specific reason and that only shall be the agenda for the special meeting. All meetings of the Association shall be opened and closed with prayer.

## **Article VI**

### **Officers:**

#### **Section 1**

The officers of the association shall be a Moderator; a Vice Moderator., a Clerk, a Treasurer, and three (3) Trustees. The officers shall be nominated by the Nominating Committee, but any messenger may nominate a candidate for any office from the floor. The officers shall be elected at the first session of each annual meeting and take office at the last session of the annual meeting. All officers must be members of cooperating churches of the Association. Election shall be by simple majority.

#### **Section 2**

The Moderator shall be the presiding officer at all meetings of the association, other than program organizational meetings, and shall also serve as chairperson of the Executive Board. The Moderator may serve two (2) consecutive one-year terms if elected, but no more until at least one year has passed.

#### **Section 3**

The Vice Moderator shall preside in the absence of the Moderator, or at the Moderator's request. The Vice Moderator shall become Moderator should the Moderator resign or move from the Association. The Executive Board shall then elect a person to fill the vacancy of Vice Moderator until next Annual Meeting.

#### **Section 4**

The Clerk shall keep accurate minutes of the proceedings of the Annual Meeting, and special or called meetings, and shall be responsible for the preparation of the minutes of the annual meeting. If the clerk's position should become vacant during the year, the Executive Board elects a person to fill the vacancy until the next annual meeting.

### Section 5

The treasurer shall receive and disburse all funds as directed by the association and or the Executive Board. The treasurer shall prepare a monthly financial statement for the executive board and a yearly statement for the annual meeting. An annual audit shall be made by a person or persons approved by the Executive Board with any expenses for the audit paid by the association. If the office of Treasurer becomes vacant during the year, the Executive Board shall elect a person to fill the vacancy until the next Annual Meeting.

### Section 6

There shall be three (3) Trustees elected for a term of three years each, but the terms shall rotate so that one member is elected each year. It shall be the duty of the Trustees to act as legal representatives of the Association in all matters relating to law, and to sign all legal documents as directed by the Association or the Executive Board, to hold in trust any property, endowments or other securities of the Association, and to exercise the power, under the instruction of the Association or Executive Board, to hold, buy, sell, and convey property, both real and personal, and to sign all papers for the purpose of conveyance. The Trustees are empowered to act only upon the instructions of the association or the executive board.

## **Article VII** **Executive Board**

### Section 1.

The Executive Board shall be composed of the Pastor and one other member from each cooperating church, the association officers, and the team leaders. When a church is pastorless, a layperson or a staff member may be appointed by the church to replace the pastor. These temporary board members are not eligible to serve on any standing (ad-hoc) committees because of the uncertainty of their tenure. All Executive Board members must be members of a cooperating church of the association.

### Section 2.

The duties of the Executive Board Shall be to promote and carry out the policies and programs of the association, and to transact such other business as may be necessary between annual meetings.

### Section 3.

The Executive board shall meet monthly or on such a date and at such a place and time as the Executive Board itself may determine. The Moderator or Associational Missionary may call a special meeting at any time provided every Executive Board Member is notified five (5) days before said meeting with the purpose of the meeting specified. Members equal to and/or representing one-fourth of the churches of the association shall constitute a quorum for the transaction of any and all business.

### Special 4.

The Moderator shall be notified in advance of the Executive Board meetings of important items to be presented for consideration so that an agenda can be arranged. This does not prevent or preclude items being presented from the floor.

## **ARTICLE VIII**

### **Amendments**

This constitution and By-Laws may be amended by two-thirds majority of the messengers present and voting at an annual meeting provided that the amendment(s) are presented in writing to the Executive Board at its last meeting prior to the annual meeting and then presented to the Association in writing on the first session of the annual meeting and voted upon the last session of the annual meeting.

## **ARTICLE IX**

### **Personnel:**

The association shall elect an Associational Missionary & other employee, as it deems necessary. Appropriate job descriptions will be maintained and approved by the Executive Board.

When the Associational Missionary position becomes vacant the Executive Board will elect an Associational Missionary Search Committee. When a candidate is found he will be presented to a special meeting of the Executive Board. The candidate will be called by a two-thirds vote of the members present and voting by a secret ballot. The Associational Missionary shall lead the churches to cooperate in accomplishing all the policies and programs of the association.

## **ARTICLE X**

### **Fellowship:**

While the association recognizes the independence of each church it, however, reserves the right to withdraw fellowship from any church which shall be found in violation of sound doctrine and practices (see Article 2, Section 3). Fellowship may be withdrawn by a majority of two-thirds of the messengers present and voting at any annual meeting. All attempts will be made, before and after a break in fellowship, to restore a church removed from membership. A temporary committee may be appointed by the Moderator to oversee attempts at reconciliation.

## **BY-LAWS**

### **Section 1.**

In accordance with the purposes of this association (Article IV), appropriate programs shall be established to assist the churches of the association in fulfilling their mission in their local setting. These programs will cooperate with the corresponding programs of the Southern Baptist Convention, the Arkansas Baptist State Convention, and the local church. These programs include Music, Brotherhood, Woman's Missionary Union, Missions, Evangelism, Sunday School, Discipleship, and Family Ministry, and others as shall be deemed necessary.

### **Section 2**

- A. The following teams shall be established to carry out the work of the Association:
- Leadership and Worship Team
  - Evangelism and Outreach Team
  - Association Missions Support Team
  - Administrative Team
- B. The leaders of the Leadership and Worship, Fellowship, and Prayer, Evangelism and Outreach, and Association Missions will be recommended by the Moderator each year three months before the Associational Calendar year begins.
- Each leader, as approved by the Executive board, may serve 3 consecutive years but not more than 3 years in succession.
  - A period of no less than one full year must pass before a team leader can be approved to serve in a previous position.
- C. The team leader of the Administrative Team will be the Associational Missionary.
- If this position is vacant, the team leader shall be appointed by the executive board.
- D. The Nominating Committee, composed of the Team Leaders, Moderator, and the Associational Missionary, will recommend for Executive Board approval the ministry leaders of each team. The Executive Board by two-thirds vote, may change or add a ministry to any team to better meet a recognized need. The nominating committee will be available to assist the ministry leaders in recruiting needed workers to carry out their tasks.
- E. The Moderator shall appoint, with the approval of the Executive Board, the Time, Place and Preacher Committee; Resolutions Committee; and Credentials Committee. He shall also appoint ad-hoc committees that may be necessary to fulfill the work of the Association.
- F. Specific duties of the team leaders and objective of the teams will be in accordance with the current Associational Strategy Development Plan.

### **Section 3.**

- A. Rules Of Order
- The authority for deciding questions of procedure in all ARVBA meetings, shall be "Roberts Rules of Order".

This Document was approved by the association at the Annual Meeting on October 14, 2003.  
(Signed) Wylie Jones., Moderator, Nilene Sims, Clerk., Gene Ellis., Associational Missionary