

By-Laws
Of
Cooperative Ministries Committee
Of
Martin-Webb Baptist Learning Center, Inc.

Preamble

The people of the North Enoree and Reedy River Baptist Associations believe in the principles, tenets and doctrines proclaimed in the New Testament as sufficient for their polity and practices. In ecclesiastical government, Baptist believes in the rule of the people, by the people and for the people, and the authority and power are invested in the action of the majority. Therefore, we, the member churches of the North Enoree and Reedy River Baptist Associations, federated ourselves together under the name of the Cooperative Ministries Committee (Martin-Webb Baptist Learning Center, Incorporated), In the name of and under the enabling influence of the Holy Spirit and our concern for strengthening God's work through our common activities we establish these By-laws for the Cooperative Ministries Committee (Martin-Webb Baptist Learning Center, Incorporated) as Follows:

Article I.
Name

Section 1. The name of this federation shall be the Cooperative Ministries Committee (Martin-Webb Baptist Learning Center, Incorporated); hereinafter referred to as "The Center".

Article II.
Objectives

- Section 1. The objectives of the center are to encourage, promote, and train Christian Workers in Christian Education, evangelism, missions, stewardship, and church extension, while endeavoring to combine the efforts of the churches and organizations in other ministries as determined by the Cooperative Ministries Committee.
- Section 2. In pursuit of these objectives, the center will function through the churches, the associations, their auxiliaries, departments, committees, and agencies.

Article III.
Members

- Section 1. The committee members shall consist of any person elected or appointed from the associations, from among any of the supporting and cooperating churches. These members shall be approved by their association and their names certified to the committee by the clerk of their association.
- Section 2. The October meeting shall be an organizing, orientation and planning meeting for the year.
- Section 3. The committee shall establish policy, hear reports, propose and promote a budget and report back to the ministries, activities, and needs of the center to their associations and churches.

Article IV. Officers

- Section 1. The officers of the Cooperative Ministries Committee shall be the chairman, vice chairman, clerk, and treasurer. The officers shall be elected the first meeting in January. The chairman shall appoint a parliamentarian to serve a four (4) year tenure.
- Section 2. Officers shall be elected by majority voice vote at the January meeting.
- Section 3. Officers shall be nominated by the Nominating Committee or from the floor.
- Section 4. Elected officers are eligible to serve a four (4) year tenure. No officer can succeed him/herself until a one-year period has passed.
- Section 5. In the event an office becomes vacant for any reason, the chairman shall have the power to fill the vacancy.
- Section 6. Any officer elected or appointed found guilty of improper conduct or failure to perform his/her duties may be removed from office by an affirmative majority vote of committee members present.
- Section 7. The president, treasurer, and administrative assistant (MWBLC), and bookkeeper shall be bonded. The Cooperative Ministries Committee will defray bonding fees.

Article V Duties of Officers

- Section 1. The Chairman shall preside over all meetings and see that order and decorum are observed. He shall encourage support of the ministry of the center. He shall communicate with the moderators on behalf of financial support of the center.
- Section 2. The Vice-Chairman shall preside during the absence of or at the pleasure of the chairman and be ready to help whenever he is needed. He shall fill the vacancy arising from the resignation or removal of the chairman during the year.
- Section 3. The clerk shall keep and accurate record of the proceedings of the committee. The clerk shall publish the annual minutes along with other pertinent matters, including reports, statistics, financial tables and roll of members, who attend the committee meetings.
- Section 4. The treasurer receive and have charge of all committee's funds, making such disbursements as are included in the budget, and any other expenses approved by the committee. The treasurer shall keep proper financial records and bring to the annual meeting of the committee a report that has been properly attested by an auditor chosen by the committee.
- Section 7. The president of Martin-Webb Learning Center shall be employed on an indefinite tenure of service. He/She shall be under the direct supervision of the Cooperative Ministries Committee, except where matters pertaining to the building and grounds are concerned.
- The principal function of the president of Martin-Webb Baptist Learning Center shall be to direct and coordinate the work of the program and activities of the Martin-Webb Baptist Learning Center, Inc. and serve as field consultant for National Baptist Conventions, Associations and churches (locally). He shall also perform the following duties:
- Direct and coordinate the work of the program and activities of the center.
Enhance Christian fellowship among the churches, pastors, and memberships.
Enlist the financial and moral support for the cooperative Ministries Committee.
Perform such other duties, which are necessary for the well being of the ministry through institutes, clinics, training classes and personal counseling, both at the center and in the churches.

File monthly reports with proper agencies. In addition, he shall have other duties, which includes administrative procedures of the ministry, communicating effectively in correspondence, orally, and through the public media. Serve as a consultant in training programs for pastors and church leaders

Article VI Meetings

- Section 1. The Cooperative Ministries Committee shall convene to transact committee business on Monday after the first Lord's Day in each month except during the months of June, July, and August.
- Section 2. The January meeting shall be an organizing, orientating, and planning meeting.
- Section 3. The September meeting, is to be held at a time and place designated by the CMC, shall be the annual meeting.
- Section 4. Special meetings may be called by the president of Martin-Webb Baptist Learning Center or the chairman of Cooperative Ministries, provided each committee member is given a twenty-four (24) hour notice, either personally, by mail, or by telephone.
- Section 5. In the event a committee member feels a special meeting is needed, an appeal should first be made to the chairman. If no satisfaction is given, written appeal should be made by one member from each of the two (2) associations.
- Section 6. After due notice of the meeting or called meeting has been given to the proper persons, those present shall constitute a quorum.
- Section 7. The fiscal year shall begin on the first day of October and end on the last day of September.

Article VII Standing Committees

- Section 1. By-laws Committee
Annually read through the constitution and By-laws in order to keep the by-laws current with activities and ministries of the committee.
- Section 2. Education Committee
The Education Committee shall advise the president regarding the curriculum and operation of the diploma and degree programs. This committee shall also evaluate courses and teachers.
- Section 3. Endowment Committee
Develop and promote the endowment program, solicit funds for the endowment and place funds in a secured account under the Martin-Webb Baptist Learning Center, Inc.
- Section 4. Executive Committee
The Cooperative Ministries Committee shall be the (Executive and governing body of the center). The Cooperative Ministries Committee shall consist of nine (9) persons named from each of the two sponsoring associations. The moderators of each of the associations, the president of Martin-Webb Baptist Learning Center shall be members of the committee.
The Cooperative Ministries Committee shall have the responsibility to designate a principal of business, provided that such designation shall not conflict, with the charter of the center or the laws of the state or the laws of the United States of America.

- Section 5. Finance Committee
Study the financial needs of the center. Present a proposed budget to the committee in July. Care for any financial emergency by bringing recommendations to the committee. Promote the budget in such a way as to solicit support from all the churches. Meet at least bimonthly with the president of Martin-Webb Baptist Learning Center.
- Section 6. Nominating Committee
The Nominating Committee shall consist of at least five members elected by the membership. The Cooperative Ministries Chairman shall appoint the chairman. The committee shall present an official slate of qualified officers with associational integrity to the January meeting of the committee. Nominate the committee persons to fill vacancies occurring during the year.
- Section 7. Planning Committee
Study the needs presented by the associations and churches. To counsel with the president of Martin-Webb Baptist Learning Center in promoting the adopted program of work. Develop the strategy for the ministries of the center. Maintain current evaluations of new possibilities.
- Section 8. Custodial Committee
This committee shall consist of thirteen (13) tri-associational trustees. This committee shall be responsible for overseeing the maintenance of the tri-associational building and grounds.

Article VIII Parliamentary Authority

The Parliamentary authority of the Cooperative Ministries Committee shall be Robert's Rules of Order. (Latest revised edition)

Article IX Dissolution

In the event that the federation known as Cooperative Ministries Committee (Martin-Webb Learning Center, Inc.) decides to dissolve, assets shall be divided equally among the following Baptist Associations: North Enoree and Reedy River.

Article X Amendment of Bylaws

Amendments to these bylaws may be made by a vote of two-third (2/3) of the committee members present at any regular meeting, provided members have been given a thirty (30) day notice.

Revised 2015