

**Amended Bylaws of  
Clearview Baptist Church of  
Travelers Rest, South Carolina**

**ARTICLE 1: CHURCH MEMBERSHIP**

**Section A: General**

Clearview Baptist Church ("Church") is a sovereign and democratic Baptist church under the Lordship of Jesus Christ. The Membership retains unto itself the right of exclusive self-governance in all phases of the spiritual and temporal life of the Church. Further, the Membership reserves the exclusive right to determine who shall be a Member of this Church and the conditions of such Membership.

**Section B: Qualifications**

The Membership of the Church shall consist of persons who (1) profess their faith in Jesus Christ as their Savior and Lord; (2) follow Him in believer's baptism; and (3) give satisfactory proof of their conversion to the Christian faith as set forth in in the New Testament.

**Section C: Candidacy**

Having met the above qualifications, a person may offer himself/herself for membership in the Church in one of the following ways:

1. Profession of faith and baptism by immersion as demonstrated in the scriptures;
2. Promise of letter of recommendation from another Baptist church; or
3. Statement of belief of prior conversion, baptism by immersion, and membership in another like-minded church.

All candidates for membership agree to adhere to and abide by the Constitution & Bylaws of the Church.

**Section D: Voting Privileges**

Active Members of the Church (1) are faithful to the duties essential to the Christian life; (2) attend habitually the services of this Church; (3) give regularly for its support and its causes, and (4) share in its organized work.

All active Members of the Church 18 years of age and older are entitled to vote at all Regular or Special Business Meetings ("Voting Members").

## **Section E: Discipline and Restoration**

Realizing that the Church is called to be pure and holy and realizing that we are called to lovingly but firmly correct those in error, the Church will conduct Church discipline as outlined in Scripture. Such actions would be directed towards any Member who is known to be committing acts of unchristian conduct or who consistently upsets the unity of the Church causing the defamation of both the name of Christ and the witness of the church. (Matthew 18:15-17)

## **Section F: Termination of Membership**

Membership shall be terminated in one of the following ways:

1. By death;
2. By transfer of membership to another Baptist church;
3. By proof of membership in a church of another denomination;
4. By personal request of the member; 5. By special vote of the Church Members<sup>1</sup>.

## **ARTICLE 2: ORDINANCES OF THE CHURCH**

### **Section A: Baptism**

We believe that all truly born-again believers are to follow the Biblical example of the baptism of Jesus (Matt. 3:13-17). As we believe that He was immersed, so we conclude that we are to be immersed after this example. Although salvation is not contingent upon baptism (Ephesians. 2:8,9), we believe that every born-again believer will gladly follow the Lord in Scriptural baptism as soon after conversion as possible as (1) a public confession of the salvation experience, (2) a complete break with all known sin and the world, and (3) a sincere intent to reckon oneself dead unto sin and alive unto God (Rom. 6:3-5). This ordinance openly signifies that the believer is truly crucified with Christ and buried with Him, being dead to sin and resurrected with Him by the power of God to newness of life through Him (Acts 2:38-41).

Baptism shall be by immersion in water, shall be administered by the Pastor, by a member of the Pastoral staff, or by any Ordained minister approved by the Pastor. Baptism shall be administered as an act of worship during any worship service.

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<sup>1</sup> Should a Member become an offense to the Church and to its good name by reason of immoral or unchristian conduct or by non-support of the Church whether financially or otherwise, the Church may terminate his/her membership by a two-thirds vote of the Voting Members. No vote shall be held unless due notice and hearing have been provided and faithful efforts have been made to bring such Member to repentance and reformation.

## **Section B: Lord's Supper**

The Lord's Supper is a commemorative ordinance to be observed by the Church in memory of the Savior (1 Cor. 11:24). "This do in remembrance of me" (Lk. 22:19).

Only baptized believers have a right to partake of the Supper (Acts 2:41,42); however, the baptized believer need not be a Member of the Church to partake.

The fellowship of this table will be observed regularly as deemed wise by the Pastor and Deacons.

A careful examination of the heart should be made by each believer prior to partaking for the unworthy partaking of the Lord's Supper brings damnation (judgment) upon himself (1 Cor. 11:28-30).

## **ARTICLE 3: MEETINGS**

### **Section A: General**

The Church shall hold regular meetings for worship, teaching, training, outreach and fellowship on Sundays, Wednesdays, or any other designated times as requested by the Pastor, staff and/or Deacons.

### **Section B: Regular Business Meetings**

Regular Business Meetings shall typically be held monthly for the purpose of presenting the Church's financial statement and conducting Church business. Announcements of such Regular Business Meetings shall be made to the Membership by the Sunday before they are held. No written notice need be given for any Regular Business Meeting provided the announcement of such meeting is verbally made as herein provided. The minutes of the previous Regular Business Meeting shall be read at each Members' meeting unless a motion to suspend the reading of the minutes is approved.

### **Section C: Special Business Meetings**

Special Business Meetings may be called at any time by the Pastor or by the Chairman of the Deacons. Advanced notification of such meeting must be given to the Membership.

### **Section D: Parliamentary Authority**

The Chairman of the Deacons will moderate all meetings. In absence of the Chairman, the Vice Chairman may act on his behalf.

All meetings will follow Robert's Rules of Order as the authority for Parliamentary procedure.

### **Section E: Quorum**

A quorum for the purposes of voting on any matter before a duly called regular or special business meeting shall consist of the Members who are eligible to vote who are present at the meeting even though a majority of the voting Members of the congregation may not be present.

### **Section F: Voting**

Any business matter, except the calling of a man to fill a Pastoral position, shall be accepted as the action of this Church by a simple majority vote of the above-stated quorum of Voting Members present and voting at any duly called meeting. The calling of a man to fill a Pastoral position shall be accepted as the action of this Church by at least a seventy-five percent (75%) majority vote of the above-stated quorum of Voting Members present and voting at any duly called meeting. Similarly, if the Church leadership recommends the dismissal of a Pastor, a seventy-five percent (75%) vote of the Voting Members present and voting at a duly called Meeting would be required. In order to vote, Voting Members must be present on the campus where the meeting is being held. No vote of any Voting Member shall be by proxy. Voting for matters requiring a simple majority shall be by voice unless a Motion is made in accordance with the Rules of Parliamentary Procedure. Notwithstanding the foregoing, elections and budget approval shall be by secret ballot.

### **Section G: Agenda and Method of Voting**

Any Voting Member shall have the privilege of bringing any business matter he or she desires before the Membership in a Business Meeting provided that he or she has first presented it in person or in writing to a Special Committee composed of the Pastor and/or Deacons at least two weeks prior to the meeting.

The Special Committee of Pastor and Deacons shall take one of three positions on any such matters: (1) recommend it, (2) decide against it, or (3) take no action on it. If the committee of Pastor and Deacons does not recommend the matter, the individual may make an appeal to the Deacons. If the Deacons approve the matter, then a Deacon representative will bring the matter before the congregation.

### **Section H: Location of Meeting**

All Regular and Special Business Meetings shall be conducted on the campus of the Church.

## **ARTICLE 4: CHURCH LEADERSHIP AND OFFICERS**

### **Section A: Deacons**

**Qualifications:** The qualifications for the office of Deacon are set forth in 1 Timothy 3:8-13 and in Acts 6:1-6. Deacons shall be active Members of the Church, faithfully and actively supporting all its programs and must be a member for at least one year.

#### **Duties:**

1. In accordance with the meaning of the word and the practice of the New Testament, Deacons are to be servants of the Church.
2. Deacons are to be responsible for the oversight, welfare, and spiritual life of the Church.
3. Deacons guard the unity of the spirit with the Church in bonds of peace.
4. Deacons serve as a council of advice and confer with the pastor in all matters pertaining to the welfare and work of the Church.
5. Deacons will assist the Pastor in the Ordinance of the Lord's Supper.

#### **Elections:**

The Voting Members will nominate and approve the Deacons to serve. Qualifying men will be placed on the ballot for vote of approval at a Regular Business Meeting.

Vacated positions due to death, removal, or incapacity may be filled by nomination of a replacement by the Deacons and approved by the membership to fulfill the unexpired term.

The Deacons shall be responsible to elect their officers for the purpose of fulfilling their ministry.

#### **Terms of Service:**

Deacons shall serve a term of three (3) years. Upon completion of a three-year term, a Deacon is not eligible to serve again for a one (1) year period.

The Church shall maintain a minimum of nine Deacons. Terms of Service shall be staggered such that one-third (1/3) of the Deacons shall rotate off each year.

## **Section B: Trustees**

**Qualifications:** Trustees will be active members of the church, faithfully and actively supporting all its programs. Trustees should possess skills in property management, budgeting, and legal matters balanced with a sense of spiritual maturity and understanding of the business aspects of the church and must be a member for at least one year.

### **Duties:**

1. Trustees shall be responsible for overseeing all legal and financial matters of the church.
2. Trustees are responsible for maintaining and executing all legal documents of the church.
3. Trustees, Treasurer, and Chairman of Deacons are responsible for establishing the annual budget and presenting it to the Deacons for approval then to be presented to the membership for adoption.

### **Elections**

The Members will nominate and approve the Trustees to serve. Qualifying men will be placed on the ballot for vote of approval at a designated Regular Business Meeting.

Vacated positions due to death, removal, or incapacity may be filled by nomination of a replacement by the Deacons and approved by the membership to fulfill the unexpired term.

### **Terms of Service**

Trustees shall serve a term of three (3) years. Upon completion of a three-year term, a Trustee is not eligible to serve again for a one (1) year period.

The Church shall maintain a minimum of three Trustees. Terms of Service shall be staggered such that one-third (1/3) of the Trustees shall rotate off each year.

## **Section C: Pastor**

The Pastor is recognized as the under-shepherd and the spiritual leader of the Church. He shall preach the Word of God and administer the ordinances of the Church. He shall serve as the preacher and senior bible teacher by virtue of his calling.

The Pastor shall oversee the total ministry of the Church and act as the administrative leader of the Church. He is solely responsible for the Church staff who assume delegated responsibilities. Each staff member is accountable to the pastor.

The Pastor shall be considered an ex-officio member without vote of all committees, ministries, and organizations of the Church.

The Pastor is responsible for the overseeing all ordinations of Deacons and the licensing of Members to the ministry.

**Qualifications:** The Pastor must be in accord and agreement with the declaration of faith and doctrinal statements stated in the Church Constitution and Church Bylaws and be an ordained Baptist minister meeting the qualifications stated in 1 Timothy 3:1-7.

**Terms of Service:** The office of pastor shall be a continuous one, and shall terminate only (1) by acceptance of his resignation or (2) by a seventy-five percent (75%) vote of the Voting Members present at a Special Business Meeting for the sole purpose of dismissing the Pastor which shall be held only after proper notice is given.

**Vacancy:** Upon the vacancy of the pastorate, the Church shall without delay take measures to secure a successor. The Church shall elect a search team for the purpose of finding a successor.

**Election:** The election of a new Pastor comes from a recommendation of the appointed search team and requires a vote of seventy-five percent (75%) of the Voting Members present at a Special Business Meeting for the sole purpose of calling a new Pastor which shall be held only after proper notice is given to the Membership of the Special Business Meeting.

## **Section D: Church Treasurer**

**Qualifications:** The qualifications for Church Treasurer are the same as for a Trustee.

**Duties:** The Church Treasurer is responsible for overseeing the Trustees.

**Elections:** The election process is the same as for a Trustee.

**Terms of Service:** The Church Treasurer shall serve a three (3) year term. Upon completion of a three-year term, the Church Treasurer is not eligible to serve again for a one (1) year period.

## **Section E: Church Clerk**

**Qualifications:** The Church Clerk will be an active Member of the church, faithfully and actively supporting all its programs and must be a member for at least one year.

**Duties:**

1. The Church Clerk is responsible for recording and maintaining the minutes of all Business Meetings.
2. The Church Clerk is responsible for maintaining Church memberships records.
3. The Church Clerk is responsible for reporting records to the Southern Baptist Convention.

**Elections:** The Voting Members will nominate and approve the Church Clerk to serve. Qualifying Members will be placed on the ballot for vote of approval at a designated Regular Business Meeting.

**Terms of Service:** The Church Clerk shall serve a three (3) year term.

## **Section F: Ministerial Staff<sup>2</sup>**

All Ministerial Staff are subject to approval of the Voting Members and serve at the pleasure of the Pastor.

All Ministerial Staff report directly to the Pastor.

**Qualifications:** All Ministerial Staff must be in accord and agreement with the declaration of faith and doctrinal statements stated in the Church Constitution and Church Bylaws and must be an ordained minister meeting the qualifications stated in 1 Timothy 3:1-7.

**Election:** The election of Ministerial Staff comes from a recommendation from the Deacons and requires a majority vote of the Voting Members present and voting at a Special Business Meeting which shall be held only after proper notice is given to the Membership of the Special Business Meeting.

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<sup>2</sup> All staff are subject to their job description and the Church's employment manual.

### **Section G: Administrative Staff<sup>3</sup>**

All Administrative Staff reports directly to the Pastor.

Administrative Staff hiring or dismissal is subject to Deacon approval.

All Administrative Staff must be in accord and agreement with the declaration of faith and doctrinal statements stated in the Church Constitution and Church Bylaws.

## **ARTICLE 5: FISCAL RESPONSIBILITY**

### **Section A. Accounts and Records**

The fiscal year of the Church shall be January 1 through December 31 of each year.

The Church shall be presented an annual budget from the Trustees as approved by the Deacons to serve as a guide for financial operations and ministry funding of the Church. The budget shall be presented to the Church for a vote of approval each January. The vote will be by secret ballot and will require a majority vote of Voting Members for adoption.

The Deacons and Trustees are authorized to spend up to 1% of the annual budget for non-budgeted expenditures without requiring a church vote.

The following individuals are authorized to sign checks: Financial Administrator, Treasurer and designated staff.

### **Section B. Inspection of Records**

A copy of the Articles of Incorporation, Church Constitution, and Church Bylaws shall be made available to all Members at the request of a Member.

## **ARTICLE 6: AMENDMENTS TO CONSTITUTION AND BYLAWS**

These Bylaws and the Church Constitution may be amended at any duly called Special or Regular Business Meeting by a seventy-five percent (75%) majority vote of Voting Members present and voting, provided the proposed amendment has been presented to the congregation at a previous duly called Business Meeting and made available in writing to the Membership on at least two consecutive Sundays. There must be a minimum of two weeks between the time the amendment is first presented to the Membership and the date of the Special or Regular Business Meeting when the amendment is considered.

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<sup>3</sup> All staff are subject to their job description and the Church's employment manual.

## **ARTICLE 7: TAX EXEMPT STATUS**

This Church is organized for religious purposes within the meaning of the Internal Revenue Code of 1954, Section 501, and includes for such purposes the making of distributions to organizations that qualify as exempt organizations under Section 501 of the Internal Revenue Code of 1954 or the corresponding provisions of any future United States Internal Revenue Law. No part of the net earnings of this corporation shall inure to the benefit of or be distributable to its Members, Deacons, Pastors, Officers, or other private persons except that the Church shall be authorized to pay for reasonable services rendered and to make payments and distributions in furtherance of the purposes set forth in the purposes hereof. No substantial part of the activities of this corporation shall be the carrying on of propaganda or otherwise attempting to influence legislation; and the corporation shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provisions of these articles, the corporation shall not carry on any activities not permitted to be carried on (a) by a corporation exempt from the Federal Income Tax under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law) or (b) by a corporation to which contributions are deductible under Section 170(c)(2) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law).

## **ARTICLE 8: DISSOLUTION**

Upon the dissolution of this Church, the Pastor, Deacons, or Voting Members shall, after paying or making provision for the payment of all liabilities of this Church, distribute the assets for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code or the corresponding section of any future federal tax code or shall distribute the assets to another local church with a mission aligned with that of Clearview Baptist Church. Any such asset not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the Church is then located exclusively for such purposes or to such organizations as said court shall determine and that are organized and operated exclusively for such purposes.

***These Amended Bylaws were adopted by a 75% vote of the Voting Members at a Special Business Meeting duly called and noticed held on the 16th day of November, 2025.***