

Church Bylaws TSBC

Adopted by the Elders Board on April 25, 2010.

Accepted by Church Members Meeting on May 30, 2010.

“For God is not {a God} of confusion but of peace” 1 Cor. 14:33.

1. The name and doctrines of the Church

1.1. This church of evangelical Christian Baptists bears the name Third Slavic Baptist Church. The church is officially registered as a religious non-profit organization in the state of California, which has the appropriate records filed with the governing body of the state of California **(date)**.

1.2. Third Slavic Baptist Church is a conservative Baptist church and holds to the classical Baptist doctrinal views. The primary doctrinal standard of TSBC is the Bible in its natural, historical-grammatical interpretation, as well as "The Confession of Faith of Christian Baptists" by I. V. Odintsov (y.1928) and "The Statement of Evangelical Belief" by I.S. Prokhanov (y. 1910).

1.3. The text of the document titled "The Doctrinal Statement of Faith" is provided along with Church Bylaws.

2. The goals of Third Slavic Baptist Church

Third Slavic Baptist Church is founded for the following purposes:

2.1. The confession and glorification of the triune God the Father, Son, and Holy Spirit, the creator of heaven and earth, the Creator and Lord of all humanity, who saved man from eternal death through the death of Jesus Christ on the cross.

2.2. To carry out the great commission of Christ is to proclaim the good news of Jesus Christ and to spread the influence of biblical truth with the help of the Holy Spirit to people close and afar. We believe that the gospel of Jesus Christ is necessary to every person. Everyone is need of salvation from eternal death, and only the saving grace of God, which acts through His word with the help of the Holy Spirit, can save man from sin and eternal death. To fulfill this commission TSBC actively participates in the ministry of bringing sinners to Christ and in the creation of new churches first among the Slavic people as well as other national cultures;

2.3. The fulfillment of the commandments of Christ, which include making disciples and in their discipline in the spirit of biblical truth, using church services and other forms of ministry for this purpose, which benefit the spiritual growth of believers, as well as equipping (preparing) them for the work of God and people. Special attention is given to the discipline of younger generation of believing Slavic people. For this purpose certain conditions are created which allow for a firm position in holding fast to truth of the biblical teachings in the midst of the changing culture;

2.4. The spreading of the influence of God's word which is able to make the life of every believer fulfilled and blessed. With this goal in mind the church organizes the study, the spreading of, and popularization of the Bible in forms understandable to modern people. This may include groups in studying the Bible, Sunday schools for children and adults, Christian camps, theological education, the organization of various specialized clubs and other events which accommodate for a better understanding of the Bible and the application of its truth in practical life.

2.5. Providing the members of the church with the opportunities for fellowship, mutual support, mutual edification and service toward each other.

3. Membership in the Church

3.1. What follows is the order of entering into membership with the Church

3.1.1. A person may be a member of TSBC in the city of Sacramento who:

3.1.1.1. Is a child of God, meaning, he is born again by the means of a personal faith in Jesus Christ as Lord and Savior and by testifying about it through water baptism and the proof of the fruit of a Christian life;

3.1.1.2. Without question, willingly, and consciously accepts the full authority of the Holy Scriptures, which is the Bible, ready to submit to it and in agreement with the doctrinal beliefs of TSBC;

3.1.1.3. Accepts the given bylaws which express the structure and philosophy of ministry of the given church, and agrees to submit to all of its positions;

3.1.1.4. Membership with TSBC is considered a privilege and not a right. The candidates for membership with the Church must be ready to sincerely strive towards a life according to the teaching of the Holy Scriptures, to actively participate in the life of the church, to support its ministry, investing into it personal time, strength, abilities and finances.

- 3.1.1.5. Homosexuals, lesbians, transsexuals, bisexuals, as well as one who practices bestiality, witchcraft or sorcery, drunkenness, drug addictions, or one who interpretations of omens, all who support these sins can not be a member of this church.
- 3.1.1.6. Men who wear earrings are not allowed to be a member of this church.
- 3.1.2. To enter into membership with TSBC, the desiring person must:
- 3.1.2.1 Fill out an application and give it to one of the representatives of the church's Elders Board.
- 3.1.2.2. Go through a personal meeting with the representatives of the church's Elders Board and have a recommendation from them;
- 3.1.2.3. Become acquainted with the general structure of the church, its doctrines and bylaws. For this purpose according to the measure of necessity, special classes are conducted;
- 3.1.2.4. Confirm his/her agreement with the doctrines, bylaws, and structure of the ministry in written format;
- 3.1.2.5. After the confirmation from the Pastoral Council, all new members are presented to the whole church for acquaintance;
- 3.1.2.6. Members of other churches may be accepted into membership with TSBC on the basis of a recommendation of the ministers of that church from which they came taking into account the rules stated in points 3.1.1 and 3.1.2 of the given bylaws.

3.2 The rights and responsibilities of the members of the church

- 3.2.1. In answering the great love of God toward people, expressed in the sacrifice of Jesus Christ, each member of the church must acknowledge the necessity of regularly attend services, continually remaining in prayer and the study of the Holy Scriptures by means of which achieving an understanding of God's will and receiving strength for the fulfillment of this will in the practice of personal life.
- 3.2.2. For effective spiritual development, each member of the church must be in one of the church's groups of shepherding care, serving the members of that group in love, benefiting their growth in faith, as well as bringing other unbelievers to Christ.

3.2.3. Each member of the church, to the measure of his/her gifting, participates in church-wide ministry which is expressed in various forms of service toward each other and promotes the common edification of the church and the proclamation of the Gospel to unbelievers.

3.2.4. One of the most important ministries in the church belonging to members of the church who have children, includes disciplining them according to biblical teachings (Deut. 6:6-9; Eph. 6:1-4; Prov. 13:24; 23:13-14), facilitating their life towards becoming born again and forming in them a Christian character.

3.2.5. The members of the church participate in the forming of the general strategy of the development of the church, presenting their recommendations and notices to the members of the Pastoral Council, as well as participating in the discussion of and the making of decisions regarding the competency of the members of the church.

3.2.6. Each member of the church participates in the offering ministry of the church proportionally to their income and the greatness of necessary expenses tied with the ministry of the church.

3.2.7. Although the tithe is not a necessary requirement, we acknowledge that each member of the church must strive towards sacrificing for the ministry of the church a minimum of a tenth part of their income.

3.2.8. The offering ministry is not a burden but an opportunity to serve God by the means of financial support of the ministry of His Church. Eagerly and willingly participating in the material ministry, the members of the church invest their part into the common work of the church. Those who are not participating in offering ministry are robbing God and other members of the church.

3.2.9. TSBC members can leave the church as they chose having informed the Pastoral Council of their decision in written form having filled out the appropriate form. Members of the church who are under church discipline cannot resign from membership prior to the resolution of their matter.

3.2.10. Members of the church must understand that TSBC does not encourage marriage with persons of other denominations, especially if there are major disagreements in doctrinal beliefs.

3.2.11. Double membership is not permitted.

3.3 Church discipline

3.3.1. The members of TSBC whose behavior is sinful and violates the Holy Scripture, who are not willing to repent, may be subject to church discipline according to the biblical teaching.

3.3.2. Church notice may be expressed in the form of a warning or excommunication from the church (Matt. 18:15-17). The purpose of church discipline is correction and restoration of the guilty party.

3.3.3. Church discipline applies to the members who are living a clearly sinful lifestyle and are not willing to repent. This decision is made by the Elder's Board after thorough investigation of all factors.

3.3.4. If the one who sinned repents of his/her sin and desires correction, the Elders Board selects disciplers who offer practical help in correction. In this case Church Notice is postponed until further and final results of the counseling process.

3.3.5. In the case that the one who sinned repents of his/her sin, but there are no observed fruits of change in his/her life, according to the decision of the Elders Board he/she may be placed on Church Notice with the loss of the privilege of participating in communion and in other ministries of the church for three months.

3.3.6. After three months, if the one who sinned does not repent nor desires change after numerous attempts at personal work and council, the Elder's Board makes a decision that this person should be excommunicated from the church. The decision of excommunication is disclosed at a church gathering with an explanation of the essence of the sin, which became the cause of excommunication.

3.3.7. Church members who are on warning have no right to minister in the church, cannot participate in the Lord's Supper, and also lose the right to vote and participate in the decision at church member services.

3.3.8. Members of the church, who directly disobey the given bylaws, or in the extent of three months do not attend church services or members meetings without legitimate reasons can be excluded from the list of members of TSBC. This decision is made by the Elders Board after thorough investigation of all factors and presented during the next members meeting.

4. Church Administration

4.1 Member meetings of the Church

4.1.1. Every member of the Church has the right of say in the undertaking of certain decision regarding the church that pertain to the competency of the members meeting. This right is actualized through the means of participation in the decision making of church matters and through voting during members meetings.

4.1.2. During the church meeting, everyone is allowed to express their opinion as long as it is not communicated in a deliberately provocative manner. The members, who are not willing to submit themselves to the meeting's regulations or agenda, are forsake their privilege to speak or take part in the discussion. Those who are constantly disobeying the rules of the meeting may be subject to church discipline. Every presented suggestion must be executed properly and in an orderly manner. The chairman of the committee protects everyone's rights to express their opinion.

4.1.3. The competency of members meetings includes questions of great importance such as:

4.1.3.1. The adoption of church bylaws and the changes made to it;

4.1.3.2. The election of a pastor;

4.1.3.3. The election of members on the Elder's Board;

4.1.3.4. The confirmation of the church budget;

4.1.3.5. Decisions made about the property of the church; the acquiring of, construction of, sale of, trade, etc., of this property;

4.1.3.6. Other questions that demand a substantial financial expense or that carry global impact in the life and ministry of the church.

4.1.4. Current issues regarding the functionality of the church are undertaken by the Elder's Board with a following meeting where the members of the church are informed of it.

4.1.5. The decisions during members meetings are considered legitimate in the case that more than 50% of the members of the church were present to make the decision.

4.1.6. The majority of decisions during members meetings carry authority if the simple majority voted for them, meaning 50% + one vote of those participating in the vote. Exceptions include:

4.1.6.1 The election of a new pastor. This decision demands no less than a 3/4 majority or 75% of those participating in the voting process.

4.1.6.2. Decisions regarding the modification of the given bylaws. This decision demands the agreement of no less than 2/3 or 67% of those participating in the voting process.

4.1.6.3. The voting count is enumerated by a count committee elected by the Elder's Board.

4.1.7. The members meetings are prepared and conducted by the pastor or members of the Elder's Board as necessary.

4.1.8. Every member of the church may initiate the discussion of any question during the meetings of the Elder's Board of members meetings at church. For this it is necessary that the question or matter be given to any of the members of the Elder's Board in written form. The questions or matters presented to the Elder's Board must reflect the following points:

4.1.8.1. What is the essence of the suggestion or matter;

4.1.8.2. Biblical, logical, or practical basis for the adoption of the suggestion (why does it need to be applied in the church);

4.1.8.3. In what way will the suggestion promote the edification of the local church;

4.1.8.4. What kind of resources (finances, time, people) will be necessary for the suggestion to take effect;

4.1.8.5. If this suggestion or notice pertains to other people, it is necessary to not weather or not this matter has been discussed with them;

4.1.8.6. The person who presents the suggestion or notice must inform the Elder's Board of his/her name and contact information (otherwise it won't be considered).

4.1.9. Every suggestion or notice is registered by the secretary of the Elder's Board and is considered by the Elder's Board at the earliest opportune time.

4.1.10. The author of the suggestion or notice may be invited to the meeting of the Elder's Board where this matter will be discussed.

4.1.11. Every presented suggestion or matter is brought to a final decision. It's conclusion is foremost presented to the author and furthermore if the Elder's Board sees it necessary, the conclusion is presented to the members of the church during the members meeting.

4.2 Elders Board

4.2.1. The Elder's Board is the central administrative link in the church that carries the responsibility for the strategic questions of the life of the church and its ministry. These include:

4.2.1.1. The doctrinal foundations of the church;

4.2.1.2. The philosophy of church ministry;

4.2.1.3. The determination of the general strategy of church development;

4.2.1.4. The general organizational structure of church ministry;

4.2.1.5. The selection, preparation, and establishment of ministers in the church and leaders of various degrees;

4.2.1.6. The organization of the ministry of church councils, the addition of new blocks or the liquidation of present ones as the need arises;

4.2.1.7. Carrying out the shepherding process of the various blocks of ministry;

4.2.1.8. Preparing the address for members meetings and conducting such meetings as necessary;

4.2.1.9. The final decision regarding excommunication or restoration;

4.2.1.10 The confirmation of the budget that is developed by the Deacon's Council and the presentation of it to the members of the church during a members meeting;

- 4.2.1.11. Overseeing the accuracy of budgeted decisions and financial discipline including the appointment of the revision committee and the conduction of regular revisions of account and expenses of material means;
- 4.2.1.12. The confirmation of the amount of financial compensation and benefits to state approved workers of the church;
- 4.2.1.13. Questions regarding the addition of new compensated position in the church or downsizing in current positions;
- 4.2.1.14. The mutual agreement on a schedule of events conducted by various blocks of ministry. A composition of a yearly plan of ministry in the church as well as modifications to it as necessary;
- 4.2.1.15. The resolution of conflicting situations that arise between various blocks of ministry or their respective leaders;
- 4.2.1.16. The representation of the church in governing and administrative bodies;
- 4.2.1.17. Matters regarding mutual work between different churches;
- 4.2.2. The Elder's Board is responsible for all pastoral counseling of church members and all the leaders of small groups.
- 4.2.3. Brothers who are spiritually strong can be on the Elder's Board. They must be tried and proven fit for the position of presbyter/shepherd/bishop according to 1 Tim. 3:1-7; Titus 1:6-9; 1 Peter 5:1-3. These may include those who were ordained and those who were not.
- 4.2.4. The Elder's Board consists of at least seven members depending on the church's size and ministry. The Pastor and other ordained staff approved by TSBC for their work in the local church, are the members of the Elder's Board on a constant basis.
- 4.2.5. The election of additional members to the Elder's Board can be conducted as necessary according to the Board's need.
- 4.2.6. Additional members to the Elder's Board are confirmed if they receive the majority of favorable votes from other church members during the meetings.

4.2.7. Candidates for membership on the Elder's board are selected from the number of brothers who have proven their qualification and faithfulness in their work in one of the blocks of ministry in the church. Every candidate is examined by the present Elder's Board according to the standards in 1 Tim. 3:1-7; Titus 1:6-9; 1 Peter 5:1-3. The final list of candidates is presented for affirmation to the members of the church during a members meeting.

4.2.8. The date and order of election of the members of the Elder's Board as well as the confirmation of the list of candidates is announced in the small groups of the church for prayer and opportunity to remark on the members a minimum of two weeks before voting on it during a members meeting.

4.2.9. A member of the Elder's Board may be restricted from ministry on the Board due to physical ailments that impair him to work on the Board, loss of spiritual qualification, as well as for other reasons rendering his ministry impossible. In this case the decision to remove this individual must be agreed upon by all the members of the Elder's Board.

4.2.10. The executive officer of the Elder's Board is the head pastor of the church. His first helper is the assistant pastor.

4.2.11. The Elder's Board shall elect a secretary from its members. Among the responsibilities of the secretary are maintaining protocols of all meetings conducted by the Board. These protocols must contain the following information: the location of the meeting, the time it was conducted, a list of persons present, the meeting's agenda, all proposals made, as well as the resolutions made concerning every issue presented. All protocols must be kept permanently.

4.2.12. The pastors, part of the Elder Board's members, are responsible for all administrative matters regarding the various blocks of ministry: the Deacon's Council, Discipleship Council, Children's Council, Youth Ministry Council, Worship Ministry Council, Media Council, Missionaries of Charity Council, the Council of Pastoral care.

4.2.13. The Elder's Board is the final arbitrary branch in all-controversial decisions that occur in the process of church's ministry, its blocks, as well as individual members.

4.2.14. The Elder's Board is directly accountable to the church in its ministry.

4.3 Pastors

- 4.3.1. The pastors of the church must be consistent to biblical requirements presented to the members of the Elder's Board; besides this they must possess the gift of ministry with the Word, experience in spiritual leadership, personal prayer life and shepherding of the members of the church.
- 4.3.2. The primary responsibility of pastors is to provide biblical direction by means of preaching, discipling, spiritual work in preparing leaders, etc. In all forms of their ministry, pastors must be faithful to the Holy Word, the Bible in its entire natural historical-grammatical interpretation.
- 4.3.3. The pastors are not authorized to perform wedding ceremonies to anyone with non-traditional orientation (homosexuals, lesbians, transsexuals, bisexuals).
- 4.3.4. The sphere of responsibility of the head pastor includes:
- 4.3.4.1. To devote the greater portion of his ministry to studying the Word of God and its preaching, as well as prayer. This included regular preaching and a personal prayerful intercession for the members of the church;
- 4.3.4.2. To perform the pastoral care over the members of the church through personal service or the recruitment of other leaders from the ranks of the Elder's Board;
- 4.3.4.3. The provision of general spiritual guidance of the church;
- 4.3.4.4. The provision of guidance for the Elder's Board and the Church Council, which includes all of the Councils of Ministry;
- 4.3.4.5. Spiritual care and preparation of ministers of various degrees;
- 4.3.4.6. Leading the services of the church;
- 4.3.4.7. The coordination of ministry of various divisions of the church;
- 4.3.4.8. The pastor has the permanent right to participate in the work of all Councils, committees and groups active in the church;
- 4.3.5. The Senior pastor is directly accountable to the Elder's Board in his ministry.

4.3.6. For wholesome pastoral ministry in the church to take effect in the various divisions of its spheres, the pastor and his assistant can recruit and engage other ministers in other ministries, who are ordained by the local church. People ordained in other churches may be recruited to engage in ministry in the local church given that the Elder's Board completely agrees (100% votes) and that the members of the church agree (no less than 75% votes).

4.3.7. The Senior pastor can be released from the responsibility of ministry for the following reasons and given the following conditions:

4.3.7.1. The personal desire of the pastor. In this case the pastor must give prior notice of three months to the Elder's Board before his actual termination of work.

4.3.7.2. In the case of a loss of qualification of the minister prescribed in 1 Tim. 3:1-7; Titus 1:6-9; 1 Pet. 5:1-3. In this case the fact of sin or the loss of qualification must be confirmed by no less than 75% of the voting congregation on the Elder's Board. The given decision is confirmed by a special members meeting under the conditions that no less than 50% members on the church roster uphold the decision.

4.3.8. The Senior pastor is permitted to be under the full or partial financial support of the church. Along with this specific conditions and measures of financial support is discussed by a special agreement prepared and confirmed by the Deacon's Council along with the members of the Elder's Board;

4.3.9. The selection of a new Senior pastor is undertaken by the Elder's Board. The chosen candidate is presented to the church for confirmation during a special members meeting. For the election of a new pastor, no less than 75% of votes of the members are necessary under the condition that this number will be no less than 50% of members on the roster;

4.3.10. In the case of sickness or temporary absence of the Senior pastor, his ministry, as decided by the pastor or the Elder's Board, is fulfilled by his primary substitute or one of the ordained members of the Elder's Board.

4.4. The Leader's Council

4.4.1. The Leader's Council of TSBC consists of all the members of the Elder's Board and of all the leaders who are responsible for all administrative matters regarding the various blocks of ministry;

4.4.2. The Leader's Council is an advisory organ of the Elder's Board for final decisions in different blocks of ministry in the church;

4.4.3. The Senior pastor participates in the works of the Leader's Council when necessary.

4.5. The Deacon's Council

4.5.1. The Deacon's Council is composed of ordained brothers that meet the qualifications presented in 1 Tim. 3:8-13, and those chosen by the Elder's Board and confirming during member's meetings if the simple majority voted for them.

4.5.2. The Deacon's Council can allow other brothers from the church who are spiritually mature to help them in their ministry. The Elder's Board must approve these candidates.

4.5.3. Women deaconesses can also be elected in the church when necessary. Their main responsibility is to assist the Elders in the women's ministry.

4.5.4. Deaconesses are chosen by the Elder's Board through the following requirement: they must have the majority vote of the church members.

4.5.5. The Deacon's Council is responsible for matters regarding administrative, financial, and technical provision of the church. These include:

4.5.5.1. Matters of finance:

4.5.5.1.1. The preparation of the budget and presentation of it to the Elder's Board, and eventually to the members of the church;

4.5.5.1.2. Continuous observation of budget execution and regularly informing the Elder's Board of it's status;

4.5.5.1.3. Making arrangements for offering collection, it's documentation, and depositing it to the church's bank accounts;

4.5.5.1.4. Issuing paychecks to state recognized employees of the church;

4.5.5.1.5. Making timely tax payments;

4.5.5.1.6. Making timely and accurate bill payments;

4.5.5.1.7. Assigning responsibilities to the revision committee that is appointed by the Elder's Board;

4.5.5.2. Administrative Issues:

- 4.5.5.2.1. Making sure church employees are receiving fair financial compensation and benefits;
- 4.5.5.2.2. Creating a vacation and holiday schedule for full time church employees and seeing that it is properly observed;
- 4.5.5.2.3. Keeping track of and preservation of necessary church documents;
- 4.5.5.2.4. Obtaining necessary access and documents in relevant governing agencies;
- 4.5.5.2.5. Proper and timely submission of applications for necessary insurance;
- 4.5.5.2.6. Timely extension of the church's registration;
- 4.5.5.2.7. Timely renewal of the church's Tax exempt status.

4.5.5.3 Issues regarding construction and property:

- 4.5.5.3.1. Establishing rules regarding the use of the church building and the supervision of their proper execution;
 - 4.5.5.3.1.1. Church building is not for the rental purpose for non-traditional wedding ceremonies (homosexuals, lesbians, transsexuals, bisexuals);
- 4.5.5.3.2. Maintaining a list of persons who have the right to use various parts of the church's property;
- 4.5.5.3.3. Maintaining a list of persons who open and close the building;
- 4.5.5.3.4. Preparing the building and the equipment necessary for various church events;
- 4.5.5.3.5. Maintaining an esthetic appearance and decoration of the building, both outside and inside;
- 4.5.5.3.6. The cleaning of the building;
- 4.5.5.3.7. Reconstruction, continual upkeep and maintenance of the building;
- 4.5.5.3.8. Maintaining order and cleanliness of the church's property;

- 4.5.5.4. Maintaining order in the parking lot;
 - 4.5.5.5. Maintaining order during services;
 - 4.5.5.6. The greeting team;
 - 4.5.5.7. Preparing everything necessary for the Lord's Supper and baptism;
 - 4.5.5.8. Appointing and coordinating brothers to assist pastors with the Lord's Supper and baptism;
 - 4.5.5.9. Obtaining, keeping track of, and properly storing the church's physical property;
- 4.5.5.10. Issues regarding kitchen service such as:
 - 4.5.5.10.1. Acquiring inventory and equipment;
 - 4.5.5.10.2. Maintaining cleanliness and proper work conditions in the kitchen;
 - 4.5.5.10.3. Making meal arrangements for festivities, tea, etc.;
 - 4.5.5.10.4. Establishing rules of kitchen use and supervising their observation.
- 4.5.5.11. Technical provision for special events;
- 4.5.5.12. Hospitality Council.
 - 4.5.5.12.1. Hosting and reception for guests visiting church during conferences.

4.6. The Shepherds Council

- 4.6.1. The Shepherds Council is responsible for all issues concerning the spiritual growth and pastoral counseling of church members. The most important of them are:
- 4.6.2. Crisis counseling, including rendering spiritual counsel to the ill, to the dying, and those who have found themselves in other critical circumstances;
- 4.6.3. Family counseling, including various programs that would promote healthy relationships between spouses, as well as programs for raising children.

4.6.4. Issues concerning church discipline: provision of pastoral aid to those who have fallen in sin, conduct necessary spiritual counseling, place person on Church Notice or excommunicate from the church. The Shepherds Council is accountable to the Elder's Board regarding its ministry and for further decisions.

4.7. Discipleship Council

4.7.1. Small Groups leaders

4.7.1.1. Small Groups in TSBC are created with the goal of providing shepherding in a greater capacity of effectiveness; they present the opportunity for a closer fellowship in the Word of God, prayer, and social fellowship of the members among the members of the church, which promotes the edification of the local church and mutual building up of one another.

4.7.1.2. Small Groups gather once a week. Active participation in small groups is mandatory for every church member.

4.7.1.3. The Elder's Board coordinates the Small Groups ministry.

4.7.1.4. The leaders of Small Groups are elected by the Elder's Board from the mature brothers according to the requirements for the Elders listed in 1Tim. 3:2-7. The leader's assistants must also meet the minimum qualifications of a deacon's character presented in 1 Tim. 3:8-13 and Acts 6:3, and must be elected by leaders.

4.7.1.5. The Small Group leaders together with their assistants carry the responsibility for shepherding the group of members of the local church entrusted to them.

4.7.1.6. The Small Group leaders organize the ministry of their groups in accordance with the goals, which coincide with the specific needs and conditions existing in the group, which is still in the framework of the purposes and goals set for this pastoral ministry described above.

4.7.1.7. The leaders of Small Groups are directly accountable to the head pastor and the Elders Board of the church in their ministry.

4.7.2. Leader's Council is responsible for:

- 4.7.2.1. The training of present and new leaders for the Small Groups, youth leaders, and counselors;
- 4.7.2.2. The planning of reoccurring meetings for leaders for the purpose of exchanging information, resolving problems, or mutual collaboration for projects;
- 4.7.2.3. Prayer meetings for Church's needs, Bible studies, and personal sanctification;
- 4.7.2.4. Serving and caring for one another.

4.7.3. Conference and seminar Organization Council:

- 4.7.3.1. The planning and organizing of seminars with essential subjects;
- 4.7.3.2. Preparation for baptism;
- 4.7.3.3. Premarital counseling;

4.8. Children's Ministry Council

4.8.1. Sunday School Council is responsible for:

- 4.8.1.1. Developing educational programs;
- 4.8.1.2. Selecting and training teachers as well as other children's ministry servants;
- 4.8.1.3. Educating children with the Sunday School curriculum;
- 4.8.1.4. Organizing the ministry of the children's rooms during services and other events;
- 4.8.1.5. Working with parents – posting letters with the information about activities and plans, coordinating in regards of necessary help and their participation in activities.

4.8.2. Young Disciples Academy is responsible for:

- 4.8.2.1. Selecting and developing educational programs;
- 4.8.2.2. Selecting and training instructors and other children's ministry servants;

- 4.8.2.3. Educating children with Sunday School curriculum;
 - 4.8.2.4. Preparing and conducting children's summer and winter camps;
 - 4.8.2.5. Preparing and the conducting sport competitions;
 - 4.8.2.6. Working with parents – posting letters with the information about activities and plans, coordinating in regards of necessary help and their participation in activities.
- 4.8.3. Children's Choir Ministry Council is responsible for:
- 4.8.3.1. Creating a schedule of practices and participation in the children's choir ministry;
 - 4.8.3.2. Preparing and organizing holiday service programs;
 - 4.8.3.3. Participating in holiday services at least once a quarter.
- 4.8.4. Teen's Ministry Council is responsible for:
- 4.8.4.1. Bible Study meetings and practically applying of God's Word;
 - 4.8.4.2. Preparing the teens for the youth service.

4.9. Youth Ministry Council

- 4.9.1. The Council of the Youth Ministry is responsible for the spiritual growth and development of young people in the church. These include:
- 4.9.1.1. Determining the general strategy of the development of the Youth Ministry;
 - 4.9.1.2. Determining the Bible study plan for spiritual growth and practical applications in daily life;
 - 4.9.1.3. Organizing and coordinating ministry of the Small Groups and continually discipling the youth;

4.9.2. Youth Conference and Seminar Organization Council:

4.9.2.1. Determines and plans youth conferences and seminars with essential themes for the youth spiritual growth and fellowship;

4.9.2.2. Plans and conducts youth camps for informal fellowship of young people (prayer, discussion, and games), acknowledging God's eternal power and His divinity through nature;

4.10. Worship Ministry Council

4.10.1. Choir Worship Ministry is responsible for:

4.10.1.1. Providing worship during regular services as well as special events such as holiday and burial church services;

4.10.1.2. Selecting/organizing musicians, choir members, vocal groups and soloists, as well as poetry for church services;

4.10.1.3. Practicing on a regular basis for developing high quality worship during services;

4.10.1.4. The choir administrative group, which provides note preparation, and informs/disciplines the choir in assistance to the conductor.

4.10.2. Worship Ministry is responsible for:

4.10.2.1. Mutual worship services during regular church services, conferences, and holiday services;

4.10.3. The Holiday Service.

4.10.4. Orchestra is responsible for:

4.10.4.1. Providing music to the church services;

4.10.4.2. Properly using and storing music equipment.

4.11. Missionary and Charity Council

- 4.11.1. Missionary Council is responsible for:
 - 4.11.1.1. Planning and organizing missionary trips;
 - 4.11.1.2. Financially supporting missionaries who are chosen by the church and confirmed by the Elder's Board.
- 4.11.2. Charity Council is responsible for:
 - 4.11.2.1. Financially supporting the church members;
 - 4.11.2.2. Financially supporting people outside of the church.
- 4.11.3. The Rehabilitation Ministry is responsible for:
 - 4.11.3.1. Visiting the rehabilitation centers for evangelism purposes;
 - 4.11.3.2. Providing financial aid, household items, and food support.

4.12. Media Ministry Council

- 4.12.1. Live streaming of the service on the Internet includes:
 - 4.12.1.1. Preparing the church website for live streaming of the church services in order to deliver the Gospel;
 - 4.12.1.2. Continually updating information;
- 4.12.2. The translation ministry is responsible for:
 - 4.12.2.1. Providing translation as necessity arises during the church services;
 - 4.12.2.2. Having permanent translators and proper equipment.
- 4.12.3. The video/photo ministry is responsible for:
 - 4.12.3.1. Recording video during church services, displaying necessary presentation slides, and required video recordings;
 - 4.12.3.2. Updating the events board with pictures regarding to the life of the church.

4.12.4. The Recording CD ministry is responsible for:

4.12.4.1. Regularly recording and distributing Sunday church sermons.

4.12.5. The Print Information ministry is responsible for:

4.12.5.1. Preparing and printing Sunday morning bulletins;

4.12.5.2. Different publications.

4.12.6. Church Library.

4.13. Biblical requirements for church leaders

4.13.1. Leaders of the councils must be elected from spiritually mature members who, according to their development, meet the minimum qualifications of either a deacon's character presented in 1 Tim. 3:8-10; Acts 6:3; or a deaconesses' character in 1 Tim. 3:11. Members desiring to become leaders are elected after successful participation in a given sphere of ministry in the church (including teaching God's Word) and meet the requirements listed above (1 Tim. 3:2-7).

5. The finances and administration of the church

5.1. The budget of TSBC is composed of tithes and voluntary offerings by the members of the church, visitors of the church, private parties and other various organizations desiring to support the ministry of TSBC. For members of TSBC the offering is an honorable requirement, which is accepted by every person in the church upon becoming members of the church.

5.2. The general plan of expenses for the fiscal year (church budget) is developed by the Deacon's Council, accepted by the Elder's Board, and followed by a confirmation at the next members meeting.

5.3. Revision of financial activity of the church subject to proper use of financial means and correct documentation of financial records must be produced at least once a year. For its revision, different professionals and auditors may be enlisted. The results of the revision are presented to the members of the church.

5.4. The revising committee is appointed by the Elder's Board. It must be composed of no less than three people who are educated and have experience in the financial aspects, which give them the qualification for examining the financial condition of the church.

5.5. Every member of the Elder's Board has the right to examine any of the financial documents of the church when legitimate doubt concerning their accuracy, application, or ethical use arises.

5.6. The cashier of the church is appointed by the Deacon's Council and is confirmed by the Elder's Board. His responsibility is to perform strictly accurate record keeping of all income and expenses of the church.

5.7. The church accountant is appointed by the Deacon's Council and is confirmed by the Elder's Board. His responsibility is to fill and file all the necessary paperwork in connection to the financial activity of the church. The accountant is responsible for a timely payment of all required taxes and other payments required by government law.

5.8. As necessity arises, the church may conduct special gatherings (outside the budget) for certain needs, such as: supporting the missionary ministry, critical situations in the life of the members of TSBC, etc. Such gatherings may be conducted only if approved by the Elder's Board of the church.

5.9. The church possesses the official status as a non-profit religious organization and utilizes the tax benefits allotted to non-profit organizations by the government.

5.10. All contributions given to the church by private parties or organizations are registered by name except in cases of anonymous donations.

5.11. The Church Council has the right to deny any gift or sacrifice to the church if it sees that the acceptance of this gift or sacrifice will contradict the wellbeing of the church or the goals of the churches existence expressed in the given bylaws.

5.12. Every entity sacrificing has the right to receive a document which confirms the sum of the offering with the exception of those offerings that were given anonymously.

5.13. Only certain personnel, appointed by the Elder's Board, have the right to represent the church in governing, administrative, or financial organizations as well as sign legal or financial documents as from the church. This decision must absolutely undergo protocol and be confirmed by the dispensing of a special document that testifies to this decision. This right may be general or pertaining only to certain single cases. Without the special decision of the Council of Ministries no leader of the church, its members, or its representatives has the right to represent the church in any government, administrative, or financial responsibilities of the church. The church assumes no responsibility for the decisions made by its representative which have no empowerment confirmed in written form.

6. Conflict resolution

6.1. All matters of dispute arising among the members of the church, the ministers of the church, or other workers of the church regarding spiritual teachings of the church, practice, tradition, church finances or its property, must be resolved only by the Elder's Board of the church. The decisions must be made after prayerful examination of the matter in the spirit of meekness and gentleness, when every member of the Council shows respect to the position of the other and considers one another to be more important than self.

6.2. The decisions made by the Elder's Board, in regards to competency, are final and are not subject to further dispute.

7. Church Funeral Fund Benefits

7.1. The Church Funeral Fund serves for the financial support of TSBC members and their children 16 years of age or under, in the case of death.

7.2. The Church Funeral Fund consists of church member's tithes (according to the member application and TSBC bylaws). Special donations may be appointed from members as necessity arises.

7.3. The Funeral Fund Benefits provides monetary help if the deceased church member or a member of their immediate family (spouse, parent, child, sibling) contributed monthly tithes to the church.

7.4. An amount of \$3000.00 is paid by check to the Funeral Bureau right after family members present a death certificate of the deceased.

7.5. The Funeral Fund Benefits are valid for only those individuals who were a member of TSBC for more than three months and regularly contributed their tithes.

7.6. The Funeral Fund Benefits are also valid for children over 16, who are mentally ill, and whose parents regularly contributed their tithes.

8. Amendments and Corrections

8.1. Current Church Bylaws may have amendments and corrections in the future.

