

CONSTITUTION

OF THE

WAKE MISSIONARY BAPTIST

ASSOCIATION

Revised & Adopted
August, 2002

Amended March 26, 2011
Amended August 20, 2011

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ARTICLE I

Name

This body shall be known as the Wake Missionary Baptist Association, Incorporated, a company of Baptist churches in Wake and adjoining counties, (hereafter referred to as the parent body) in affiliation with the General Baptist State Convention of North Carolina, Inc., in affiliation with National Baptist Convention, USA, Inc.

ARTICLE II

Membership

Any Church seeking membership in this Association must meet with the Committee on New Bodies and thereafter present a petition to the Association in Session through delegates appointed for that purpose. This petition must include their intent to subscribe to the Missionary Baptist Faith and Doctrines.

Upon reception of such church or organization, the Moderator shall extend to the delegates the right-hand-of-fellowship, on behalf of the Association.

This Association shall not maintain fellowship with any church or organization that is not in Gospel Order.

Each church connected with the Association may continue its membership by abiding by Constitution.

Former pastors and former members of Wake associational churches and persons who have established an ongoing relationship with associational churches and pastors, who present testimonials of good standing, may become annual members for fellowship purposes only. These persons are not eligible to serve on committees or in any other official capacity.

Churches which fail to register for 2 consecutive Annual Sessions shall be visited by a committee appointed by the Moderator to determine the reason and the committee will report its findings back to the Executive Board who will take appropriate actions in relation to those churches continued membership.

ARTICLE III

The Objectives

The following objectives shall be pursued by the Wake Missionary Baptist Association, Incorporated:

- A. To uphold and teach the doctrine of the Baptist Church, the true form of worship and the policy of the Association.
- B. To provide the arena and instrumentality for our member churches and auxiliaries to work corporately and cooperatively around the following concerns:
 - 1) Spiritual Fellowship
 - 2) Responding to needs of members and member churches
 - 3) Support Shaw University and Shaw Divinity School
 - 4) Support Home and Foreign Mission
 - 5) Support the Unified Program of the General Baptist State Convention, Incorporated

- 6) Sponsor a Training Program for member churches
- 7) Provide Christian and Sympathetic Assistance and Counsel to churches
- 8) Provide support for an Ordaining Council in its efforts to maintain high Ministerial Standards so that churches in need of Pastors may place confidence in the council's decision
- 9) To enhance membership socially, politically and economically
- 10) To acknowledge outstanding achievement of churches and members throughout the Association.

ARTICLE IV

Meeting Dates

Section I. Associational Year

- A. The Association's calendar year shall be defined as beginning September 1st and ending August 31st of each year.

Section II. Annual Meeting Date

- A. The Annual Association shall meet on Friday and Saturday before the third Sunday in August of each year.
- B. The Mid-Year Session of the Association shall be held on the Saturday before the fourth Sunday in March of each year.
- C. The Annual & Mid-year Sessions shall be held at the location determined by the Time and Place Committee unless otherwise designated by the Executive Board. These dates may be amended by unanimous content of the Executive Board, as deemed necessary, and announced by the Mid-year or Annual Session of the Association as applicable.

Section III. Other Meeting Dates

- A. The Executive Board shall meet every other month on the Saturday before the third Sunday beginning in September. This meeting shall not be cancelled or changed except in matters of emergencies or events that directly impact the attendance of its members (examples: funerals, GBSC events) in which cases this meeting will be called the following Saturday. The absence of the moderator does not constitute canceling of this meeting.
- B. The Union of the Wake Association shall meet each Saturday before the fifth Sunday unless otherwise advised by the Association.

ARTICLE V

Representation

This Association shall be composed of delegates, pastors and members, chosen by the churches connected with it.

- A. An annual assessment for Associational churches shall be set at an amount determined by the Executive Board and declared at the Annual Session. All churches are encouraged to pledge beyond assessed amounts. Pledge and assessment funds may be paid at the Annual Session, Mid-Year Session and the Union Sessions.
- B. Each church shall be entitled to one (1) delegate for each one hundred (100) members of the church and not to exceed 6 delegates.

Delegate Per Church	
Number of Members	
1 – 100	1 Delegate
101 – 200	2 Delegates
201 – 300	3 Delegates
301 – 400	4 Delegates
401 – 500	5 Delegates
500 and above	6 Delegates

- C. The delegates of each church shall bear a letter certifying their appointment, having been briefed on the matters of business before the associational body, and giving a written report of the spiritual and financial health condition of the church.
- D. As the delegate(s) of each church, these said delegate(s) are the only individuals who have official voting rights on matters of business brought before the associational body. All delegates shall be distinguished by the COLOR of their badge.

ARTICLE VI

This Article removed in its entirety. There is no longer any registration fee assessed, individually or church

Registration

ARTICLE VII

**Composition of
Officers and Executive Board**

No two (2) persons from the same church shall serve as a Moderator or President of the Association or its Auxiliaries during the same term.

No church shall have more than three (3) persons serving in any official capacity in the Association or its Auxiliaries during the same term.

Pastors are considered affiliated with the church they pastor and not their membership church.

Section 1. Officers

The Officers of this Association shall consist of a Moderator, four Vice-Moderators, Clerk, Corresponding Secretary, Financial Secretary, Treasurer, Historian and Parliamentarian, recommended by the Reorganization Committee and approved by the Association at its Annual Session.

Section 2. Executive Board

The Executive Board shall consist of the officers of the Association, auxiliary presidents, past moderators, a public relations director, minister of music, and four at-large members (selected from each of the four geographical districts) recommended by the Reorganization Committee and approved by the Association at its Annual Session. The Ministerial Board shall appoint a nonvoting representative to the Executive Board approved by the Association.

Section 3. Term and Tenure of Office

- A. All Officers of this Association and all its auxiliaries' officers shall serve a term of one year, with tenure not to exceed three consecutive years.
- B. At the Annual Session, the Officers and the Board members shall be reaffirmed based on their attendance and performance at all events of the Association and on the recommendation of the Ministerial Board.
- C. Upon any changes in administration, the next official Executive Board meeting shall include a transitional session on its agenda.

ARTICLE VIII

Responsibilities of Officers, Executive Board Members and Other Boards

All moderators shall be ministers who pastor a church in good standing with this Association.

All other persons serving in any capacity within this Association shall be an active member of a Wake associational church in good standing.

If the Moderator or any other elected officer shall leave the Association for any reason during their term, their office shall be filled by the next officer serving behind them as practical until such time as an election can be held.

Section 1. Officers

All work of the Officers shall meet with the approval of the Association in session or the Executive Board out of session prior to implementation. The duties of the Officers of the Association shall consist of the following responsibilities:

- A. Moderator – The Moderator shall open all meetings punctually, preside during the deliberation of the body, abide by and enforce the observance of the constitution, adhere to and enforce the execution of the budget, attend and represent the Association at parent body meetings and called meetings of moderators on the state and national levels, decide all questions of order, giving his opinion concerning any subject under discussion after others have spoken or when called upon, and give casting vote in the event of a tie.
- B. First Vice-Moderator – The Vice Moderator shall discharge the duties of the Moderator in his absence and serve as a liaison to and oversee all auxiliaries.

- 1st Vice Moderator shall serve as Chairman of the Budget Committee.
- C. Second Vice-Moderator – He shall serve as Moderator in the absence of the Moderator and First Vice-Moderator and oversee and implement the training program for Associational ministers.
 - D. Third Vice-Moderator – He shall serve as Moderator in the absence of the Moderator and Second Vice-Moderator and coordinate and implement the Fall and Spring Training Institute.
 - E. Fourth Vice-Moderator – He shall serve as Moderator in the absence of the Moderator and Third Vice-Moderator and coordinate the fellowship efforts to include banquets.
 - F. Clerk – The Clerk shall keep a record of the proceedings of the Association, oversee and keep on file the printing and distribution of the minute book, give a report of the minutes and the work of the Association out of session, and keep a copy on file of other important papers of the Association.
 - G. Treasurer – The treasurer shall receive and receipt all money for deposit and make disbursements authorized by the Association’s annual budget or approval through proper voucher procedures. The treasurer shall not pay any order on the treasury except it be written by the financial secretary and signed by the Moderator or First Vice-Moderator. Other Vice Moderators may sign in the absence of either of the first two.
 - H. Corresponding Secretary – The Corresponding Secretary, as directed by the Moderator or the Executive Board, shall communicate with the churches of the Association.
 - I. Financial Secretary – The Financial Secretary shall supervise the accounting of and accurately record all money reported to the Association. Upon counting and recording of all money, the financial secretary shall turn over said money to the treasurer for deposit by signed receipt. Any auxiliary that counts and records money collected at an auxiliary function in the absence of the financial secretary and treasurer shall prepare the money for deposit and sign the prepared deposit slip. The respective auxiliary treasurer, president or a moderator shall follow established deposit procedures for overnight deposit or transmission to the treasurer.” All deposit slips shall be signed or initialed by the persons involved in the collections and who count and prepare the money for deposit.
 - J. Parliamentarian – The Parliamentarian shall direct the Association in its Business Sessions according to “Robert’s Rules of Order” and this Constitution and Bylaws.
 - K. Historian – The Historian shall collect and archive historical records of the Association and member churches and make a report to each annual meeting of the Association.

Section 2. Other Executive Board Members

The duties of Other Executive Board members of the Association shall consist of the following responsibilities:

- A. Past Moderators – All persons having completed their tenure as moderators of the Association shall serve on the Executive Board as a resource and for their expertise in Association matters. They shall serve in various capacities approved by the Association.
- B. Auxiliary Presidents – All Presidents of the Auxiliaries listed in Article XV of the Bylaws shall serve on the Executive Board. They shall be responsible for reporting on their work, plans, calendar, and budget of their Auxiliary for approval by the Association in keeping in line with the policies and guidelines of this Association.
- C. Public Relations Director – At the direction of the Association, the Public Relations Director shall communicate all press release(s) to the public and media not later than 30 days prior to all associational events. The Public Relations Director shall receive all associational announcements and prepare the annual association calendar. The Public Relations Director shall coordinate with the Association's Corresponding Secretary and the auxiliaries' secretaries for compilation and distribution of this calendar. This calendar shall be made available for distribution to member churches not later than December.
- D. Minister of Music – The Minister of Music shall provide music for the Association and its auxiliary's events as requested. The Minister of Music shall facilitate training for member churches' music ministries through workshops and other appropriate medium. The Minister of Music shall attend the music workshops sponsored by parent body and other training as approved by the Association.
- E. At-Large Members (6) – On the order of the Association, At-Large Members shall help communicate the interest of the Association to the district churches in which they represent and provide feedback to the Association from said district churches. These members shall serve as voting members of the Executive Board and assume other responsibilities as assigned by the Association.
- F. Ministerial Board Representative – In compliance with Article 7 Section 2, a representative not serving as a current executive board member shall be named from the Ministerial Board to serve as a nonvoting member of the Executive Board. This representative shall observe and report observations to the Ministerial Board of Executive Board members' attendance and performance for re-affirmation of executive officers at annual session.
- G. Advisor to Laymen's League – The Advisor shall assist the Executive Board and Laymen president in the guidance and direction of the Laymen's League of the WMBA. He shall be appointed by the moderator.
- H. Prison Ministry Coordinator – The Prison Ministry Coordinator shall lead this Association to educate, train and bring awareness to crime and incarceration issues to the churches of the Association; to reach out to lives impacted by crime and incarceration by recruiting and training ministers to serve as chaplain/pastors in the jail and prison settings and reconcile them back to God by sharing the gospel and making disciples in obedience to Jesus Christ's Great Commission; to restore these lives by providing pre-release and reentry ministry support to persons returning to the community; and to collaborate with other ministry groups and organizations to build a coalition of ministry support.

Section 3. Responsibilities of Executive Board

- A. The Executive Board shall serve as trustees for this Association being responsible for:
 - 1. Holding in trust the Associations property.
 - 2. Upon a specific vote of the Association in session, authorizing each action, they shall have the power to buy, sell, mortgage, rent/lease, or transfer any associational property affixing their signature to any legal document pertaining to any of the above actions or other legal documents related to associational approved matters.
 - 3. Any other responsibilities as determined by the association in session.
- B. When not in session, the Executive Board shall execute all matters of business voted and approved by the associational body when in session and report on the status of these actions to the Association when in session.
- C. The Executive Board shall notify all churches of matters of business to be voted upon 60 days prior to the mid-year and annual sessions.
- D. The Executive Board shall secure yearly an auditor to do an internal audit, to be recommended to the Association, who does not serve as an official of the Association. The auditor shall audit the Association's combined holdings and its auxiliaries' financial records and attest his annual report to the Association. An external audit shall be performed once every three years to coincide with the changing of the Moderator and Associational officers.
- E. All other actions pertaining to this Association (officers, auxiliaries) must be presented, voted upon, and approved by the Executive Board before it is implemented. These actions approved by the Executive Board shall be reported to the Association in session for final consideration.
- F. The members of the Executive Board shall assume their duties at the first official meeting, which shall convene no earlier than two weeks and not later than 30 days after the close of the Annual Session of the Association.
- G. The Moderator shall establish an Associational theme for implementation by the Association and its' auxiliaries.
- H. The Executive Board shall complete the program for the Annual and Mid-year Sessions and the Annual Banquet by its last meeting prior to each session.
- I. The Executive Board is empowered to request a meeting with the officers of any auxiliary whose program and actions are inconsistent with those of the Association, and make any necessary recommendations concerning that Auxiliary at the next Annual Session if deemed necessary.

Section 4. Ministerial Board

The Ministerial Board shall consist of a Chairman and twelve (12) members, all who are ordained ministers having been active in this Association at least seven (7) years, demonstrating

a doctrinal position consistent with this Association. The responsibilities of this Board shall include:

1. Catechism for ordination all ministers recommended by their pastor and church by letter submitted to the Executive Board and to rewrite and update catechism periodically as needed.
2. Select a representative from it's Board to serve as a non-voting member of the Executive Board in compliance with Article7 Section 2. This representative shall not be serving as a current Executive Board member. This representative shall observe and report observations to the Ministerial Board of Executive Board members' attendance and performance and report such to this Board.
3. Report the finding of its representative to the Association at the Annual Session of Executive Board and Auxiliary officers, and recommend for re-affirmation or change.
4. Serve as committee representatives on the Disciplinary Board for church issues (doctrinal, church order and conflicts.)
5. Serve in other capacities as determined by the Association.

Section 5. Disciplinary Board

A Disciplinary Board shall consist of not less than nine (9) members, 1/3 of whom shall be appointed from the Ministerial Board including its Chairman. Others are to be named by the Executive Board at it's first meeting following the election of new Associational officers. The primary objective of this Board is to assist in bringing resolution to situations that arise within the Association and within Associational churches when requested by an official letter from said church submitted to the Executive Board.

Section 6. Other Boards

This Association shall establish Boards as deemed appropriate for the efficient operation of this Association.

ARTICLE IX

Discipline/Order

Section 1. Definition

- A. Continued fellowship in this association shall be based on persons being in the Gospel Order.
- B. Gospel Order shall be considered as any conduct and actions consistent with the teachings, principles and precepts of the Holy Scriptures (Holy Bible).

Section 2. Disciplinary Actions

- A. Persons walking disorderly or contrary to the Gospel Order shall have the right-hand-of-fellowship withdrawn. Withdrawal of right hand of fellowship is defined as a person or church not having the right to hold any office or a part in the program of service or accommodation for the association or its auxiliaries. The 18th chapter of St. Matthew shall be used to govern and guide any and all disciplinary actions.
- B. Upon repentance, persons or churches shall be reconciled and re-extended the right-hand-of-fellowship. Persons shall then be eligible to serve in an office in any future elections.

Churches reconciled shall be eligible to provide accommodations for the association and its auxiliaries

ARTICLE X

Auxiliaries

There shall be auxiliaries of the Wake Missionary Baptist Association. The following list constitute these Auxiliaries of the Wake Missionary Baptist Association:

1. The Union of the Wake Association
2. The Congress of Christian Education
3. The Woman's Auxiliary
4. The Usher's Union
5. The Laymen's League
6. Senior Citizen Department
7. Youth Department

Other auxiliaries may be added as deemed necessary by the association.

ARTICLE XI

Amendments

This Constitution may be amended by written recommendation presented at the Mid-year or Annual Session and then voted and approved by the majority at the next Mid-year or Annual Session.

BYLAWS

ARTICLE I

Auxiliaries

Section I. General

There shall be Auxiliaries of the Parent Body of the Wake Missionary Baptist Association. The following shall pertain:

- A. All auxiliaries shall submit a written report to each Annual Session, of its planned program, activities and budget for the year.
- B. All auxiliaries shall adhere to and implement its program based upon the association annual theme as determined by the Executive Board. (See Article VI, Section 3G) of the Constitution.
- C. All auxiliaries shall meet with the Association in its Mid-Year and Annual session.
- D. All auxiliary officers and auxiliary appointed committees shall be reviewed annually by the Ministerial Board and reaffirmed by said Board at the Annual Session of the Association. (See Article 7, Section 3B of Constitution)
- E. All written articles governing the Auxiliaries shall conform to the Constitution and Bylaws of this Association.

Section II. The Union of the Wake Association

- A. The objective of the Union shall be primarily to better acquaint ministers, deacons and other members of this Association with the Christian way of life and Baptist doctrine.
- B. The Union shall meet in accordance with Article III, Section IB & C of this Constitution.
- C. The Officers of the Union shall consist of a President, Vice President, Secretary, Assistant Secretary, Treasurer and an Announcer.

Section III. The Congress of Christian Education

- A. The objective of the Congress of Christian Education is to serve as a coordinating body to promote spiritual growth, inspire Bible teaching and church training.
- B. The Congress of Christian Education shall meet annually on Friday before the 4th Sunday in July and end on Saturday after the completion of final business at a site previously determined and announced.
- C. The elected officers of the Congress shall consist of a President, Vice President, Recording Secretary and Treasurer.

Section IV. The Woman's Auxiliary

- A. The objective of the Woman's Auxiliary shall be to aid the Association in the extension of Christ's Kingdom.
- B. The Woman's Auxiliary shall convene annually on the third Saturday in May at a site previously determined and announced.
- C. The officers of the Auxiliary shall be a President, 1st Vice-President, 2nd Vice-President, Recording Secretary and Treasurer.

Section V. The Ushers' Union

- A. The objective of the Ushers' Union shall be to serve as the coordinating body for Usher Board Auxiliaries of member churches and to provide support and training to all churches during special programs hosted by the Association and by individual churches.
- B. The Ushers' Union shall convene its annual one day session the first Saturday in May at a site previously determined and announced
- C. The elected officers of the Ushers' Union shall consist of a president, 1st Vice President, 2nd Vice - President, Recording Secretary, Corresponding Secretary, Treasurer.

Section VI. The Laymen's League

- A. The objective of the Laymen's League shall be to cultivate Christian Mission efforts for all men, both young and old through Biblical precepts and principles, Biblical teaching and training. To assist our men and boys in interpreting the work of the Church and Mission work throughout the county, state, nation and world.
- B. The Laymen shall convene its annual meeting at a date determined by the Association, at a site previously determined and announced.
- C. The officers of the Laymen's League shall be a President, 1st Vice-President, 2nd Vice-President, Recording Secretary and Treasurer.

Section VII. Senior Citizen Department

- A. The objectives of the Senior Citizens Department shall be such as determined by the Association.
- B. The Senior Citizens shall convene annually at a date determined by the Association, at a site previously determined and announced
- C. The officers of the Seniors Department shall be as determined by the Association.

Section VIII. Youth Department

- A. The objectives of the Youth Department shall be such as determined by the Association.
- B. The officers of the Youth shall be as determined by the Association.

Article II Auxiliaries' Finances

Section I. Financial Procedures

- A. The Moderator or First-Vice Moderator's signature will constitute final authority for the drafting and writing of all checks.
- B. All funds collected by the auxiliaries are turned over to the Association's Finance Committee when in session and a receipt given for the same. The Association shall provide, through a budget, necessary funds to lawfully and reasonably support the said auxiliaries as directed by the Parent Body.
- C. The treasurer shall not pay out any auxiliary's budgeted funds except on order written by the financial secretary and signed by the moderator and president of respective auxiliary.
- D. The recommended and approved auditor shall audit the accounts of all treasurers of all auxiliaries and make an annual report to the Association.
- E. Requisitions shall be used for request of funds to be spent.
- F. After the expenses of the Association have been paid, the remaining funds shall be applied to such purpose as the Association, when meeting in session, may direct. The Executive Board shall execute plans adopted by the Association.

Section II. Treasurer Responsibilities

One (1) Receipt Book is to be used at a time and all receipts be numbered. Receipts will be recorded in a ledger in order that the sources of income might be ascertained with ease. The total of any deposit should equal the total of a receipt or series of receipts written that day or that period.

A Disbursement Ledger shall be used and Expenses be classified, Example: speakers, supplies, travel, printing, benevolence, etc. The checkbook and bank statement shall be reconciled monthly, and a running balance be kept in the checkbook.

Section III. Fiscal Year

The fiscal year of this Association shall run concurrently with its Associational year. (See Article IV Section I. of Constitution - Associational Year)

ARTICLE III

Committees

The Executive Board shall serve as the Committee on Committees and appoint all necessary committees as listed below. These committees shall be presented at the Annual session yearly and serve as needed for the Associational Year and prepare their reports to be presented at the appropriate sessions of the Association.

Reorganization Committee shall be appointed by the Executive Board within ninety (90) days of the Annual session, and make their report at that session.

OTHER COMMITTEES ARE:

1. Committee on Place (Standing Committee)
2. Committee on Admissions of the New Bodies (Churches)
3. Resolution Committee
4. Budget Committee (Appointed by Board)
5. Necrology Committee
6. State of Country Committee
7. Hospitality Committee
8. Other Committees may be appointed or elected as needed

The following shall be the general duties of each committee:

1. Committee on Place: It shall be the responsibility of this committee to review and recommend meeting places for all necessary functions of this Association at both the Mid-Year and Annual Session.
2. Committee on Admissions of New Bodies (Churches): It shall be the responsibility of this committee to meet with any church seeking membership in this Association to review and inform said church of the procedures, policies and doctrinal position of this Association for admission. Upon completion of these actions this committee shall make recommendations to the Association in session of any church seeking membership.
3. Resolution Committee: This committee shall be responsible for evaluating and taking an overall look at the Association's proceedings and actions and make recommendations to be implemented by the Association at the annual session of the Association.
4. Budget Committee: It shall be the responsibility of this committee to prepare an annual budget for the Association and all of its Auxiliaries, and to present proposed budget to the Association for approval and implementation at the Annual session of the Association.

5. Necrology Committee: The responsibility of this committee is to compile the names of deceased members submitted from each church between sessions and report all given names at annual and session.
6. State of Country Committee: This committee shall make the Association aware of key issues of our times and propose a plan of action that the Association may undertake. This information shall be reported at the annual session of the Association and forwarded to the media as approved by the Association.
7. Hospitality Committee: This committee shall aid and assist host churches in their efforts of hospitality given towards the Association and its efforts, and recommend appropriate actions to the Association in session for the actions of host church.

ARTICLE IV

Parliamentary Rules

The meetings of the Association and all other Auxiliaries shall be conducted in accordance with "Roberts Rules of Order, Revised (Model for conducting Business).

ARTICLE V

Dissolution

(a) Upon the dissolution of the Church, the Board of Directors shall, after the payment of all the liabilities of the Church, dispose of all of the assets of the Church exclusively for the purposes of the Church in such manner, or to such organization or organizations organized and operated exclusively for the purposes of the Church in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious or scientific purposes as shall qualify as an exempt corporation or organizations under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (or of the corresponding provisions of any future United States Revenue Law) as the Board of Directors shall determine.

(b) No part of the net earnings of the Church shall inure to the benefit of, or be distributable to, its members, officers, Directors, or any person except that the Church shall be authorized and empowered to pay reasonable compensation for services rendered, and to make payments in the furtherance of the Church. Notwithstanding any other provisions of the Articles of Incorporation or these Bylaws of the Church, the Church shall not carry on any activity not permitted to be carried on", (a) by a corporation exempt from Federal Income Tax, under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, (or by the corresponding section of any future Revenue Code of the United States of America) or (b) by a corporation, contributions of which are deductible under Section 170(c)(2), of the Internal Revenue Code of 1986, as amended (or the corresponding section of any future United States Revenue Law).

ARTICLE VI

Amendments

These By-Laws may be amended by written recommendation presented at the Mid-year or Annual Session and then voted and approved by the majority at the next Mid-year or Annual Session.