

Santee Baptist Association

LEADERSHIP CELEBRATION
May 10, 2018

WORKING TOGETHER IN
CLARENDON, LEE, AND SUMTER COUNTIES



SANTEE BAPTIST ASSOCIATION
234 Broad Street
PO Box 1773
Sumter, S.C. 29151

Moderator: Pastor Kevin Massey

LEADERSHIP CELEBRATION

May 10, 2018

5:00 – 8:00 PM

5:00 pm Business Session

Worship
Agenda
Minutes
Financial Report
WMU Report
Bylaws Discussion and Vote
Housing Allowance – Darryl
Closing Prayer / Blessing of Food

5:30 pm Fellowship Supper

6:00 pm Leadership Celebration

Welcome
Worship..... Alice Drive Praise Team
Real Life Discipleship Stephen Splawn
Welcome and Prayer Over New Pastors
Honoring Retiring Pastor Rev. Gene Mosier
Worship..... Alice Drive Praise Team
Building Bridges of Diversity.....Darryl Gaddy, Sr.
Pastoral Blessing
Finding Your Mission Fingerprint.....Kevin Litchfield
Closing Prayer

SANTEE BAPTIST ASSOCIATION

MINUTES OF MEETING

March 1 Executive Board meeting 2018

The Santee Association March Executive Meeting was hosted by Clarendon Baptist Church on March 1, 2018, 7:00 PM. We began with a fellowship dinner followed by a time of worship led by Bart Johnson.

BUSINESS SESSION

Rev. Mike DeCosta, pastor of Clarendon Baptist, opened the meeting with prayer then went over the reports, beginning with the budget report followed by the minutes from October 9, 2017.

He presented the Missions and New Work Report stating that he was really encouraged by Santee Baptist Missions. His own church has been impacted by the missions here in Sumter and in Cleveland, OH. The Truck Stop will be one of their local missions.

Clarendon Baptist Church has adopted Cleveland, OH as their home missions front. They plan to take a crew up again this year and invited any would like to be part of their missions' team to join them. He stated it's wonderful to be part of the inner-city missions; we gave between 400 to 500 Health Kits in Cleveland this past year.

There are a lot of things on the horizon coming up with Rev. Darryl Gaddy and the new work in missions locally, statewide, and beyond. He encouraged all present to go back to their churches and tell them about Cleveland, OH. Last year Karen DeCosta, Joyce Sanders, and Jenny Kolb prayer walked several blocks in downtown Cleveland. The Missions Team also had an opportunity to attend a concert in the park. Other members of our team ministered through "art in the park." Rev. DeCosta encouraged participation in local mission's trips. He went over the reports; including Crisis Closet and WMU Reports.

Jenny Kolb, Association WMU Director, encouraged the churches to get involved with association mission's projects. The greater our involvement, the greater our impact. She suggested, we could give some of the health kits to the truck drivers at the Truck Stop.

Rev. Kevin Litchfield asked if there were any questions or concerns. Rev. Litchfield then highlighted parts of the Bylaws Committee and went over the Leadership Development Report.

Bylaws Committee

Bill Langford, Larry Fraser, Mike DeCosta, and Mark Partin have spent several hours going over the Constitution and Bylaws. Rev. Litchfield made note of Article 2 which defines associations as entities which could receive funds from such organizations as the SC State Convention.

Our original Bylaws had no statement of faith.

Article 3 is our statement of faith which reads:

This organization represents the Church of Jesus Christ. The Articles of Faith of this Christian body shall be the Baptist Faith and Message as adopted by the Southern Baptist Convention, June 14, 2000, or as super-ceded.

Article four states the purpose of our association:

The purpose of this association is to serve the Southern Baptist churches, the Body of Christ, in Sumter, Lee, and Clarendon counties by serving, resourcing, and encouraging the pastors that make up these churches and helping them connect to places of service in their local community, state, nation, and world.

Closing

Our meeting concluded with Rev. Litchfield sharing some Vision Tour highlights and thanking everyone for partnership. After a time of Q & A Rev. Litchfield closed the meeting in prayer.

Respectfully Submitted,

Joyce Russell-Sanders
Office Manager
Santee Baptist Association

2018 Income and Expenses
(see accompanying notes)

FINANCE REPORT
May 10 SBA Leadership Celebration 2018

	<u>Mar Receipts</u>	<u>YTD Receipts</u>		<u>Budget Amt</u>	<u>YTD Spent</u>	<u>YTD Bal</u>
REVENUES						
Assoc. Church Giving	14,305.98	38,874.96				
Bapt Foundation of SC	0.00	1,081.18				
Total Revenues	14,305.98	39,956.14				
DESIGNATES						
2018 Summerton Acct	2,500.00	2,500.00				
Afr/Amer Ch Plant, Gaddy	0.00	10,000.00				
Individual Contributions	416.19	816.19				
Janie Chapman	0.00	0.00				
SC Baptist Convention	250.00	735.99				
Total Designates	3,166.19	14,052.18				
Revenues & Designates	17,472.17	54,008.32				
EXPENSES (Note 1)						
	<u>Budget Amt</u>	<u>YTD Spent</u>	<u>YTD Bal</u>			
Assoc Missionary (Note 2)						
Salary	45,500.00	11,373.00	34,127.00			
Housing Allowance	24,000.00	6,000.00	18,000.00			
Health Insurance	6,000.00	1,500.00	4,500.00			
Travel Allowance	3,000.00	750.00	2,250.00			
Conference/Convention	2,000.00	183.51	1,816.49			
Retirement	2,000.00	501.00	1,499.00			
Social Security	4,500.00	1,125.00	3,375.00			
Total Housing	87,000.00	21,432.51	65,567.49			
Office Manager						
Joyce Russell-Sanders	18,500.00	4,626.00	13,874.00			
Finance Administrator						
Nancy R Baker	4,500.00	1,125.00	3,375.00			
Total Office Staff	23,000.00	5,751.00	17,249.00			
Ministries						
ChPlant Urban Strategist	12,000.00	0.00	12,000.00			
Church Ministry Support	7,200.00	3,177.14	4,022.86			
Missions & New Work	8,000.00	1,012.68	6,987.32			
Pastoral Leadershiip	7,000.00	2,123.50	4,876.50			
United Ministries	1,000.00	0.00	1,000.00			
WMU	2,000.00	237.24	1,762.76			
Total Ministries	37,200.00	6,550.56	30,649.44			
Office Expenses						
Office Equip & Maint	4,000.00	586.5	3,413.50			
Office Supplies	1,000.00	358.59	641.41			
Postage	1,000.00	205.24	794.76			
Total Office	6,000.00	1,150.33	4,849.67			
Utiliites						
Building Insurance	4,100.00	1,932.50	2,167.50			
Electricity	4,000.00	793.47	3,206.53			
Exterminator	1,500.00	364.10	1,135.90			
Gas	1,200.00	1,021.29	178.71			
Lawncare	1,200.00	0.00	1,200.00			
Phone and Internet	1,000.00	384.81	615.19			
Water	800.00	173.19	626.81			
Total Utilities	13,800.00	4,669.36	9,130.64			
TOTAL REVNUUE			<u>39,956.14</u>			
TOTAL EXPENSES			<u>39,553.76</u>			
NET RESULT			<u>402.38</u>			
TOTAL DESIGNATE			<u>14,052.18</u>			

Note 1: The operating budget of the Association only reflects expenses and capital expenditures that are expended from unrestricted member church contributions, fee income, and investment income. Expenditures resulting from the satisfaction of donor restricted contributions and board designated funds are not included in the operating budget.

Note2: Pursuant to Section 107 of the Internal Revenue Service Code, a tax-free housing allowance is designated for Kevin Litchfield in the amount of \$24,000 for the current year and all subsequent years until amended

ASSOCIATION WMU REPORT DEC 2017 - MAR 2018

December 3-10, 2017 was our Season of Prayer for International Missions. We prayed for our International missionaries and their families as well as the work that they are doing in the areas where God has placed them. We also promoted our Lottie Moon Christmas Offering the month of December.

We prepared Christmas Prisoner Packets to that was turned in December 6th and taken to St. Andrews Baptist Church. Our goal that was given to us by the State WMU was 600 and we collected 697. If you are looking for something to help with for Christmas I ask that you pray about this ministry. This is the only Christmas gift that a lot of these prisoners ever receive. This is a way that they may receive any Christian witness that can change their lives. We had 26 churches in our Association that participated.

We participated in the Appalachian Christmas Backpacks. There were 11 churches that participated and donated 112 backpacks. We are participating in this project again this year and you will receive more information about this in the next few weeks.

January we promoted January 21, 2018 as Sanctity of Human Life.

February 12-18, 2018 was our WMU Focus Week. Our churches with WMU did an emphasis on our Missions Organization during this time. We would like to get more of our churches involved in mission education with our preschool, children, youth and our adults. There is a lot to be done and we sure could use your help. Our Missions Leadership Team is there to help you.

February 15, 2018 we had our annual WMU Celebration and Salad Supper hosted by Crosspoint Baptist Church. We had 47 in attendance with 12 churches represented. Our guest speaker was Laurie Register from the State WMU office.

February 17, 2018 was our Children's Ministry Day. Our children in the mission organization were involved in doing something special for shut-ins, first responders, police and assisted living patients.

The churches in our Association observed the Week of Prayer for North American Missions March 3-11, 2018. They promoted the Annie Armstrong Easter Offering.

March 23-24, 2018 was our Annual State WMU Conference that was held at First Baptist Church in North Augusta. We had 9 ladies and 1 man from our association attend the meeting. Six churches were represented from the association.

Please remember that our Ministry Health Kits are to be turned in by April 24th to the Associational Office.

May 13, 2018 is the date we will be receiving our Mother's Day Offering. This helps with the Ministries for the Aging assisted living facilities. I hope that the churches and pastors in our Association are promoting this ministry.

The month of July we will be promoting the Duffel Bags and Bible Ministry for the Foster Children in South Carolina. You will be receiving more information about this in the Mission Link Newsletter from the State WMU.

The Santee Association WMU Annual Meeting is April 17, 2018 at Home Branch Baptist Church. We inviting the Mission Friends, GA's, RA's, Children In Action, Acteens, RA Challengers, Youth on Missions, Women on Missions, Brotherhood and our ministers and there wives to attend. The Leaders of the children are ask to attend with the children.

The Association WMU Leadership Team is available to help serve the churches in any way to help in missions. Our WMU objectives are:

- * Pray for Missions.
- * Engage in mission action and witnessing.
- * Learn about and support missions.
- * Develop spiritually toward a missions lifestyle.
- * Participate in the work of the church and denomination.

Pastors "Thank You " for your support with WMU in your churches. It takes all of us working together to share the Love of Jesus.

In His Service,

Jennifer Kolb
Association WMU Director

Constitution and Bylaws Santee Baptist Association

ARTICLE 1 - NAME

- 1.1. This organization shall be called the Santee Baptist Association.

ARTICLE 2 – AFFILIATIONS

2.1. Affiliations: This organization shall associate with the Southern Baptist Convention, North American Mission Board, International Mission Board, and The South Carolina Baptist State Convention.

ARTICLE 3 - STATEMENT OF FAITH

3.1. This organization represents the Church of Jesus Christ. The Articles of Faith of this Christian body shall be the Baptist Faith and Message as adopted by the Southern Baptist Convention, June 14, 2000, or as super-ceded.

ARTICLE 4 - PURPOSE

4.1. The purpose of this association is to serve the Southern Baptist churches, the Body of Christ, in Sumter, Lee, and Clarendon counties by serving, resourcing, and encouraging the pastors that make up these churches and helping them connect to places of service in their local community, state, nation, and world.

ARTICLE 5 - MEMBERS & MESSENGERS

5.1. Definition: Members of the association consist of churches that affiliate with the association and cooperate with the association as members. Messengers are persons who represent member churches at an Annual Meeting and other meetings where the membership is called as a body to conduct business.

5.2. Qualifications for Membership: Churches that are members of this association at the time these Bylaws are enacted may continue as members without qualifying as described in this paragraph and subparagraphs. Otherwise, qualification for initial membership into the association requires that candidate churches:

- 5.2.1. Affirm the Baptist Faith and Message as noted in Article 3;
- 5.2.2. Financially support the Southern Baptist Cooperative Program and this association;
- 5.2.3. Be recommended for membership by the Executive Leadership Team (ELT);
- 5.2.4. Be accepted by a majority vote of messengers at a duly called meeting of the member churches;
- 5.2.5. Churches who desire membership in this association may be required to present themselves as candidates for membership under a watch care relationship for up to one year as determined by the Executive Leadership team.

5.3. Messenger Number and Term: The maximum number of messengers for each member church is five (5). The pastor of each member church is automatically recognized as a messenger. Each member

church may appoint up to four (4) additional individuals, five (5) additional individuals if the office of pastor is vacant, as messengers to the messenger meeting and other specially called meetings of the member churches. The respective member churches determine the term for messengers.

The pastor or presiding officer of each member church identifies the messengers for that church and the term for which they have been appointed and notifies the association either at or before the messenger meeting.

5.4. Messengers' Rights and Responsibilities: Messengers represent the member churches in matters that are called for vote at meetings of the member churches. Messengers have the corporate authority in a duly called meeting of the members to:

- 5.4.1. Upon recommendation of the ELT, accept new member churches to the association or dismiss member churches from the association, and
- 5.4.2. Vote on items presented to messengers in the messenger meeting agenda as published by the ELT, and
- 5.4.3 Upon recommendation of the ELT, elect or dismiss the Associational Missionary, as defined by Article 5.2, and
- 5.4.4. Upon recommendation of the ELT adopt changes to the Constitution or Bylaws, and
- 5.4.5. Upon presentation of pastor names vote on slate of ELT as presented at any messenger meeting.

5.5. Meetings of the Members: A messenger meeting will be held each year in the fall. Additionally, the Associational Missionary or Moderator may call special meetings of the member churches.

5.6. Proxy Voting: Proxy voting is not permitted by any member church or messenger.

5.7. Absentee Voting: Absentee voting is not permitted by any member church or messenger.

5.8 Notice: Notice of the date for the messenger meeting will be given during the spring season preceding the autumn meeting. Notice of a change in the messenger meeting can be provided to member churches up to thirty (30) days before the scheduled meeting. Notice of special meetings of the member churches will be given no less than fourteen (14) days and no more than forty-five (45) days before the scheduled meeting date. Written notice of all meetings shall be given to each member church.

5.9 Quorum: The messengers present at a duly called meeting of the member churches constitute a quorum.

5.10 Removal: Member churches may be removed from membership by recommendation of a majority vote of ELT at a duly called meeting, then by vote of two-thirds (2/3) of messengers at a duly called meeting of the member churches. Removal of a member church from corporate membership also removes the messengers associated with that church.

ARTICLE 6 – Executive Leadership Team (ELT)

- 6.1. Definition: The ELT is made up of all pastors/pastoral staff members, currently serving in our association, who agree to serve and are voted on by messengers. Each associational pastor will be invited to join the ELT. Pastors who agree to serve will be presented to the messengers for confirmation at the fall meeting.
- 6.2. Number and Authority: The management of all of the affairs, property, and interests of the corporation shall be vested in the ELT consisting of not less than five (5) people and no more than the total number of member churches, with no church having more than one (1) pastor represented per church. In addition to the powers and authority expressly conferred upon it by these Constitution and Bylaws, the ELT may exercise all such powers of the association and do all such lawful acts and things as are not by statute or by the Constitution or Bylaws otherwise prohibited.
- 6.3. Term – ELT members serve up to one-year terms that commence upon appointment and expire on December 31. ELT members may serve multiple consecutive terms.
- 6.4. Regular Meetings: Regular meetings of the ELT may be held at the office of the association or at such other place or places as the ELT may from time to time designate. There shall be regular meetings of the ELT held, with proper notice, no less than three (3) times per year.
- 6.5. Special Meetings: Special meetings of the ELT may be called at any time by the Associational Missionary, Moderator, or upon request by three or more team members. Such meetings shall be held at the office of the association or at such other place or places as the team members may from time to time designate with no less than seven (7) days notice.
- 6.6. Meetings By Written Unanimous Consent: Actions taken by written (any electronic communication) unanimous consent of all ELT members have the same force as a duly called meeting of the ELT.
- 6.7. Proxy Voting: Proxy voting is not permitted by any ELT member.
- 6.8. Absentee Voting: Absentee voting is not permitted by any ELT member.
- 6.9. Notice: Notice of all meetings of the ELT will be given no less than seven (7) days and no more than thirty (30) days before the scheduled meeting date. Written notice of all such meetings shall be given to each director by courier, by fax, by letter, by electronic message, or personally. Such notice need not specify the business to be transacted or the purpose of the meeting.
- 6.10. Quorum: Is defined as twenty-five percent (25%) of the ELT, but no less than 3 members.
- 6.11. Standing and Ad hoc Committees: The ELT may appoint, from time to time, standing or ad hoc committees. Such committees may be vested with such powers as the ELT may determine; provided however, that no such committee shall have the authority of the ELT with reference to:
- Amending, altering, or repealing the Constitution or these Bylaws;
 - Electing, appointing, or removing any ELT member or officer of the association;
 - Adopting a plan of merger or consolidation with another association;
 - Authorizing the sale, lease, exchange or mortgage of all or substantially all of the property and assets of the association;
 - Authorizing the voluntary dissolution of the association or revoking proceeds thereof;

- Amending, altering, or repealing any resolution of the ELT, which by its term provides that it shall not be amended, altered, or repealed by such committee.
- 6.12. Record of Meetings: All committees so appointed shall keep regular minutes of the transactions of their meetings and shall cause them to be recorded in books kept for that purpose in the office of the association. The designation of any such committee, and the delegation of authority thereto, shall not relieve the ELT of any responsibility imposed by law.
- 6.13. Compensation: No salary shall be paid directors for their service, but by resolution of the ELT, a fixed sum and expenses of attendance, if any, may be allowed for attendance at each regular or special meeting of the ELT. This does not preclude any member from receiving compensation for service to the association in other capacities.
- 6.14. Removal: The model of Matthew 18 will be applied for removal. After which, any member may be removed by vote of two-thirds (2/3) of the pastors at a duly called meeting of the ELT.

Pastors who no longer serve an associational church will relinquish all ELT positions and responsibilities.

- 6.15. Loans: The association shall make no loan to any ELT member.

ARTICLE 7 - OFFICERS

7.1. Designations: The officers of the association shall be a Moderator, Vice-Moderators, Secretary and a Treasurer. The ELT shall elect all officers for terms of one (1) year or the completion of the unexpired term.

7.2. Moderator: The Moderator shall preside at all ELT meetings, messenger meetings or special called meetings, and shall perform such other duties as are incident to the office or are properly required of the Moderator by the ELT. The Moderator only has authority that is expressly granted by the ELT. The Moderator is limited to a term not to exceed two consecutive years.

The Moderator shall also serve as the chair of the ELT and must meet the qualifications to serve on the ELT.

7.3. Vice-Moderator: During the absence or disability of the Moderator, the Vice-Moderator shall exercise all the functions of the Moderator. The Vice-Moderator shall have such powers and discharge such duties as may be assigned to him or her from time to time by the ELT and must meet the qualifications as the Moderator. The Vice-Moderator is limited to a term not to exceed two consecutive years.

7.4. Secretary: The Secretary shall issue notices for all meetings (ELT and messenger) and shall keep minutes of all such meetings. And shall make such reports and perform such other duties as are incident to the office or are properly required of the Secretary by the ELT. The Secretary shall work with the associational staff to maintain the roll of Member Churches and its Messengers and shall verify voting credentials at messenger meetings. The Secretary is limited to a term not to exceed two consecutive years.

7.5. Treasurer: The Treasurer shall have the responsibility to monitor and review the funds of the association and work in cooperation with the associational staff to ensure that all funds are recorded correctly and payments disbursed accordingly.

The Treasurer shall report the financial condition of the association at both ELT and messenger meetings. The Treasurer shall perform such other duties as are incident to the office or are properly required by the ELT. The Treasurer only has authority that is expressly granted by the ELT. The Treasurer shall serve as an Ex Officio member of the Finance Team and ensures an annual audit (see 14.2) is completed. The Treasurer is limited to a term not to exceed two consecutive years.

7.6. Delegation: If any officer of the association is absent or unable to act and no other person is authorized to act in such officer's place by the provisions of these Bylaws, the ELT may from time to time delegate the powers or duties of such officer to any other officer or any ELT member.

7.7. Removal: The model of Matthew 18 will be applied for removal. After which, any officer elected or appointed by the ELT may be removed by a vote of two-thirds (2/3) of the ELT at a duly called meeting.

7.8. Voting: Officers may vote at messenger meetings or ELT meetings.

7.9. Loans: The association shall make no loan to any officer.

ARTICLE 8 – Associational Missionary

8.1. The ELT will select an Associational Missionary who shall be responsible for the administration and conduct of the business and affairs of the association pursuant to guidelines established by the ELT. The Associational Missionary may be compensated for his services in that capacity.

8.2. Selection: The ELT shall appoint a search committee comprised of at least five (5) persons. Search committee members must comprise members in good standing in a Member Church. No more than one (1) person from any Member Church may serve on the search committee. The candidate for Associational Missionary must be approved by vote of three-fourths (3/4) of the ELT at a duly called meeting, then by vote of three-fourths (3/4) of messengers at a duly called meeting of the member churches.

8.3. Authority: The Associational Missionary shall have full authority for supervision and direction of the employees and staff of the association.

8.3.1. Hiring: The Associational Missionary shall coordinate with the Personnel Team; applying due diligence, will have final hiring authority for authorized staff positions.

8.3.2. Dismissal: The Associational Missionary shall coordinate with the Personnel Team; applying due diligence, will have final dismissal authority for all paid associational staff.

8.4. Ex-Officio: The Associational Missionary is a non-voting Ex-Officio member of all meetings of the member churches, meetings of the ELT, and any committees. The exception is when the Associational Missionary is temporarily excused from meetings where aspects of his employment status are discussed.

8.5. Dismissal: Any recommendation for dismissal must be presented first to the ELT. The Moderator and Vice-Moderator shall apply the model of Matthew 18 before dismissal. After which, if needed, the Associational Missionary may be recommended, by these officers, for dismissal by vote of three-fourths (3/4) of members at a duly called meeting of the ELT, then by vote of three-fourths (3/4) of the votes of messengers

at a duly called meeting of the member churches. Notice of the intent of dismissal of the Associational Missionary must be included in the prescribed notices for the regular or specially called meetings.

ARTICLE 9 - FISCAL YEAR

9.1. The association's fiscal year shall be from January 1st through December 31st.

ARTICLE 10 - IRS 501(c)(3) TAX EXEMPTION COMPLIANCE

10.1. Limitations and Prohibitions: The activities of the corporation will be limited to those specifically identified in the association's Articles of Incorporation.

10.2. Compliance with Tax-Exempt Status: The corporation will comply with all rules and regulations necessary for maintaining status as a 501(c)(3) public charity as prescribed by the Internal Revenue Code.

ARTICLE 11 - CONDUCT OF MEETINGS

11.1. Associational meetings will be conducted according to Robert's Rules of Order, unless otherwise directed by these Bylaws or by the presiding official.

11.2. Voting: Votes of ayes and nays shall be the only votes that will be considered in determining the percentage of votes that carry a motion, except where otherwise prescribed in these Bylaws.

ARTICLE 12 - BOOKS AND RECORDS

12.1. The association shall keep correct and complete books and records of account and shall keep minutes of the proceedings of its member church and ELT meetings; and shall keep at its registered office or principal place of business, or at the office of its transfer agent or registrar, a record of its member churches, messengers, and members.

12.2. The corporation shall have an audit of the books on an annual basis. The ELT shall determine the form and scope of the audit. For purposes of these Bylaws, an audit is defined as an audit by an independent auditor following generally accepted auditing standards as defined by the American Institute of Certified Public Accountants (AICPA), agreed-upon procedures by an independent accountant following testation standards established by the AICPA, or an internal audit by a committee selected by the ELT.

ARTICLE 13 - AMENDMENTS

13.1. The ELT is charged with the responsibility to recommend changes to the Bylaws of this association. Changes to the Bylaws of this association must be published thirty (30) days in advance of the meetings for which the changes will be.