

CONSTITUTION/BY-LAWS OF THE WALTON COUNTY BAPTIST ASSOCIATION

Constitution

Article I – Name

The name of this organization shall be the Walton County Baptist Association, Incorporated (not for profit); hereafter known as the “Association” in this document.

Article II – Mission

The Walton County Baptist Association represents the local church in their efforts to evangelize the lost and make disciples. The Association is committed to building unity between churches that they may be encouraged and strengthened to fulfill the Great Commission.

Article III – Membership

A. Definition

The membership of the Association shall be comprised of all admitted Southern Baptist Churches of Walton County, which cooperate with the Association. Cooperation is defined as follows:

1. Share an annual church report via the Annual Church Profile.
2. Financially support the work of the Association by giving to the budget.
3. Participation in the various efforts and events of the Association.

Failure of a church to cooperate for a period of three consecutive years or more may result in exclusion from membership. It is the responsibility of the Administrative Team to investigate any such matter and make a report with recommendation(s) to the Executive Board. Any recommended action shall require two-thirds (2/3) vote of the members present and voting for adoption by the Association.

B. Full Membership

Any Baptist church expressing its desire to cooperate with the Walton County Baptist Association, the Florida Baptist Convention and the Southern Baptist Convention and presenting such desire by resolution to the Administrative Team using the form approved by the Executive Board at least six (6) months prior to the Annual Meeting shall be considered. After thorough investigation is made by the Administrative Team, a recommendation shall be presented to the Executive Board not later than its regular meeting prior to the Annual Meeting of the Association. Upon approval by the Executive Board by a two-thirds (2/3) vote of the members present and voting, the church shall be deemed in full fellowship with the Association. Churches that are currently members of the Association at the time these articles are adopted shall be considered as having already met these criteria.

C. Representation

Each cooperating church of the Association shall be entitled to five (5) voting members. Each church will elect three (3) messengers from their members in good standing to be present at the annual meeting. The pastor (1) and one church executive member (1) will serve as Executive Board representatives.

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By-Laws

By-Law I – Officers and Meetings

A. Officers

The officers of the Association shall be: Moderator, Vice-Moderator, Clerk, and Treasurer.

B. Election and Tenure

All officers shall be nominated by the Administrative Team and elected by two-thirds (2/3) vote of the Association messengers and Executive Board members present and voting at the Annual Meeting. Moderator and Vice-Moderator may serve two (2) terms and shall not be eligible for re-election until one (1) term has passed. Vice Moderator is eligible for the position of Moderator after Moderator term is over or vacates position. Clerk and Treasurer may be re-elected without limit. Elected officers shall assume office immediately following the Annual Meeting and shall serve through the close of the next Annual Meeting. Any additional nominations offered from the floor shall be elected/rejected by ballot.

C. Meetings

The Association shall meet annually at a time and place agreed upon at the preceding Annual Meeting. Business conducted shall include, but not be limited to adoption of the budget for the coming year and team reports.

By-Law II – Executive Board

A. Membership

There shall be an Executive Board of the following: (1) the General Officers of the Association; (2) The pastors of the churches cooperating with the Association, provided the pastor is a member of the church he pastors; (3) One executive member from each church elected by his/ her church; (4) The head of each Team within the Association.

B. Officers

The Moderator, Vice-Moderator, Clerk, and Treasurer of the Association shall be the officers of the Executive Board.

C. Meetings

The Executive Board shall meet quarterly (January, April, July, and October, on the second Tuesday of each meeting month) to receive team reports, consider plans of action, and promote and encourage the work of the Association. Special meetings may be called by the Moderator or DOM when deemed necessary. The DOM reserves the right to move or cancel meeting date as needed. (ex. Schedule conflicts, weather)

D. Quorum

Twenty-Five (25) members present for any regular or called meeting shall constitute a quorum provided they represent at least one-third (1/3) of the member churches and notice of the meeting shall have been given by mail/email at least ten (10) days prior to the date of the meeting.

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- E. The Associational Messengers at the Annual Meeting shall authorize the Administrative Team to conduct the work of the Association between Annual Sessions. The purpose of the Administrative Team shall be: (a) To carry out the will of the Association as expressed in the Annual Sessions; (b) To transact the business of the Association between meetings of the Association; and (c) To lead the Association in a constructive and progressive program of missions at all times. Ten (10) Executive Board members from ten (10) different churches shall constitute a quorum.
- F. Duties/Responsibilities
1. To be and act for the Walton County Baptist Association, Inc., ad-interim.
 2. Oversight and management of the business, financial, and legal affairs of the Association.
 3. Promote Association objectives and events.

By-Law III – Leadership and Teams

This Association shall elect leaders and teams as deemed necessary and useful.

- A. Qualifications
Only persons from member churches of the Association are eligible to serve as a leader or on leadership teams of the Association.
- B. Election
Team leaders and all members of all teams shall be elected by the Executive Board upon nomination by the Administrative Team. Additional nominations for those positions may be offered from the floor. Leaders and teams elected shall assume office at the appropriate interval in the Association calendar.
- C. Duties
Duties of leaders and teams shall be found in the Policies & Procedures of the Association.

By-Law IV –Staff

- A. Director of Missions (DOM)
The Association shall have as its chief executive officer a Director of Missions (DOM) whose qualifications shall be determined by the Executive Board. He shall be elected by the Executive Board upon nomination by a search committee of five (5) members who shall be nominated by the Administrative Team and approved by the Executive Board. Responsibilities/duties of the DOM are listed in the job description included in the Policies & Procedures of the Association.
- B. Administrative Assistant
An Administrative Assistant shall be recruited by the DOM to perform the administrative tasks relating to the work of the Association. Responsibilities/duties of the Administrative Assistant are listed in the job description included in the Policies & Procedures of the Association.

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By-Law V – General

A. Property

This Association shall hold by purchase, grant, bequest, gift, or otherwise any property, endowment, or other securities and shall sell, convey, or otherwise dispose of any such property by action of its trustees as directed by the Executive Board. Any such action shall require two-thirds (2/3) vote as affirmation of the Executive Board.

B. Trustees

The trustees of the Association shall represent the Association in all legal matters. There shall be four (4) trustees. Each trustee will serve four consecutive years and be ineligible to succeed himself until after a lapse of one year. Trustees' terms shall expire in succession according to year of election. One trustee shall be elected at the Annual Meeting of the Association upon nomination by the Administrative Team and two-thirds (2/3) vote of affirmation by the Executive Board. No two trustees shall be members of the same church.

C. Rules of Order

Robert's Rules of Order, current revision shall govern parliamentary procedure.

D. Incorporation

The Walton County Baptist Association, Inc., referred to as the "Association" or the "Walton County Baptist Association" is incorporated as a "not for profit" under the provisions of Chapter 617.01401 (5) of the Florida Statutes, its Articles of Incorporation and amendments having been filed with the Secretary of State and recorded in the official records of that office in Tallahassee, Florida. The existence of this corporation shall be perpetual. In the event of dissolution all assets remaining after payment of all debts, and or expenses involved shall be distributed to the Florida Baptist Convention. No assets shall be distributed to any member, officer, or trustee of this corporation.

By-Law VI – Amendments

The Constitution/By-Laws of this Association may be amended, altered, or rescinded upon a three-fourths (3/4) affirmative vote of the members present and voting at any Executive Board meeting provided that notice of the proposed changes shall have been given at the previous regular meeting of the Executive Board and published in the Association's newsletter no less than thirty (30) days prior to the vote. By-Laws and P&P will be reviewed for functionality and Kingdom focus every three years by the Administrative Team. The team will give a report to the Executive Board on their findings.