



Situation Update

Church Officers

The church officers shall include the chairman, the vice-chairman, the treasurer, and the secretary. The pastor shall appoint the officers for an indefinite term of office, which shall be terminated by resignation or removal by the pastor. A member's qualifications to serve in the capacity of church officer shall be discerned and evaluated by the pastor.

Chairman

The chairman shall preside at all business meetings of the members and of the board of deacons; shall have general supervision of the administrative affairs of this church as provided in this constitution and/or as directed by the pastor; shall sign all instruments of this church where applicable; shall be an ex-officio member of all committees, and shall perform all other duties incident to this office.

Open
Position

Vice- Chairman

The vice-chairman shall assist the chairman as directed, and perform the functions of the chairman during his absence.

Open
Position

Treasurer Steve Pitt

The treasurer shall be responsible for the receipt, deposit and disbursement of all funds and securities as authorized by the pastor or director and members; shall keep books of account; shall render a current financial statement at the annual meeting of the members, and shall make such other reports which at the discretion of the treasurer are essential to proper financial reporting. The treasurer shall be responsible for the investment of surplus funds subject to the approval of the pastor or director and the board of deacons. The church accounting personnel shall be under the sole supervision of the treasurer.



Secretary

The secretary shall keep the Minutes of the business meetings of the members and the deacons; shall receive and issue notice of all business meetings of the members and the deacons; shall be custodian of the corporate seal and records; shall keep current a roster of the members with addresses; shall maintain a record of attendance of deacons' meetings; shall sign instruments where required by law, and shall prepare the agenda of all business meetings of the members and deacons.

Open
Position

Deacons

The board of deacons shall consist of the pastor, the four (4) officers, and a minimum of five male members of the congregation.

Appointment Procedure

The pastor shall, with the assistance of the church officers, prepare a list of appointees to be submitted for ratification to the membership at the annual business meeting of members. An appointed board of deacons shall be ratified upon an affirmative vote of a majority of the members present and voting.

An appointee for deacon must have been a member of Grace Atlanta Bible Church for two (2) years before being eligible to serve as deacon, unless this requirement is waived by the pastor in specific instances, and approved by the board of deacons.

Robert Pritchard



Marshall Smith



Clint Farmer



Lance VanderBogart



Under the authority of the pastor, the deacons shall administer the affairs of this church which are not delegated or reserved to the pastor, church officers or others. The specific responsibilities of the deacons shall include:

- To make provision for the supply of the pulpit in the event of a vacancy in the office of pastor, or take full charge of all services for which the pulpit is not supplied during that vacancy.
- To cooperate with the pastor in the shepherding of the membership of this church; to reconcile so far as possible all differences; to keep order in the assemblies of the members; to act for the members in the reception and dismissal of members; and to supervise and administer the various activities of the Grace Atlanta Bible Church.
- To assist the treasurer in the supervision and administration of all funds; to hire and discharge personnel, except where reserved to the pastor, or specific officer; to determine salaries and missionary allowances; to hold title to all property in trust for the use and benefit of the members, but shall not acquire or dispose of real property which is intended for, or used as, a church facility, or contract for any loans on behalf of this church except upon prior specific instruction and authority by the members at a duly called business meeting; to take all necessary measures for the protection, management and upkeep of all property; to determine the use of the facilities of this church for all extra or secular purposes; to render a written report to the members at the annual meeting of the members, outlining therein the activities of the deacons for the past year and recommendations, if any, for the members, and to execute any special instructions of the members adopted in a resolution at a duly called meeting of the members.
- To interpret the Constitution.
- **BOTTOM LINE:** The Board of Deacons is responsible for facilitating the pastor's study and communication of the Word of God so that the congregation can attain and/or maintain spiritual maturity. This is accomplished by fulfilling the administrative affairs of the church under the authority of the pastor.



Finance Committee

- responsible, under the supervision of the treasurer, for the supervision and administration of all ways and means of receiving, conserving, and disbursing funds, and maintenance of proper insurance.

Steve Pitt



Church Office Committee

- responsible for the operation and management of the church office, including office secretarial personnel and equipment, maintenance of church records and custody of membership rolls.



Prep School Committee

- responsible for the operating, use, maintenance, and repair of all property not specifically delegated to others, including all buildings, grounds, parking areas, mechanical equipment, and all equipment/furniture and fixtures appurtenant to the church property. The cleaning and maintenance personnel shall be under the supervision of this committee.

Open
Position

Membership Committee

Marshall Smith

- examine the qualifications of applicants for membership and recommend qualified applicants to the board of deacons for approval, keep the deacons apprised of members who are sick or in need of financial assistance, and in general, assist the pastor as he may direct in matters affecting the membership.



Missionary Committee

- responsible for the administration of all missionary activities according to the policy approved by the deacons and pastor.

Open
Position

Nursery Committee

- responsible for the administration and operation of the nursery facilities.

Open
Position

Property Committee

- responsible for the operating, use, maintenance, and repair of all property not specifically delegated to others, including all buildings, grounds, parking areas, mechanical equipment, and all equipment/furniture and fixtures appurtenant to the church property. The cleaning and maintenance personnel shall be under the supervision of this committee.

Open
Position

Ushers Committee

Clint Farmer

- responsible for the seating of the congregation at all public worship services; provision for tellers at business meetings of the members, and preparation and distribution of the elements of the Lord's Supper.



Special Committee

Special committees, such as the ordination committee, may be appointed by the pastor, or the chairman, for the execution of special activities not within the scope of the standing committee.