



AMENDED AND RESTATED BYLAWS

WESTWOOD BAPTIST CHURCH
ALABASTER, ALABAMA

PREAMBLE

So that the church may function in an orderly and biblical manner and so that the church can evangelize our community and help develop one another in a growing relationship with Jesus Christ, we establish these amended and restated bylaws. These Amended and Restated Bylaws (these “Bylaws”) govern the affairs of Westwood Baptist Church, Alabaster, Alabama, an Alabama non-profit Church (the “Church”). The Church is organized under the Alabama Nonprofit Church Act, as amended (the “Act”), for Religious purposes. These Bylaws amend and restate, in its entirety, the previous Bylaws of the Church, as amended. The Church shall comply with the requirements of the Act and maintain a registered office and registered agent in Alabama. The registered office may, but need not, be identical with the Church’s principal office in Alabama. The Church Council may change the registered office and the registered agent as provided in the Act. Unless otherwise designated, the Church Clerk shall be the Registered Agent for the Church and a statement as required by law shall be filed with the probate judge.

ARTICLE I

Name and Denomination

This body shall be known as Westwood Baptist Church, Alabaster, Alabama. It shall be affiliated with the Southern Baptist Convention.

ARTICLE II

Purposes

The Church is organized and shall be operated exclusively for religious, charitable and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as amended. Those purposes include the following:

1. Assemble the body of believers for public worship (Heb. 10:25)
2. Mutually support one another in fellowship. (Acts 2:21-24)
3. Help people mature in Christ's likeness. (Eph. 4:12,13)
4. Teach and preach the Word of God. (Col. 1:28)
5. Maintain an active mission of local and world-wide evangelism. (Matt. 28:18-20)
6. Help people discover and fulfill their God-given purpose. (Eph. 2:10)

7. Transform our local community through acts of love, sacrifice and service. (Matt. 25:35-40)

8. To make distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code of 1986 as amended.

9. This Church is also organized to promote, encourage, and foster any other similar religious, charitable and educational activities; to accept, hold invest, reinvest and administer any gifts, legacies, bequests, devises, funds and property of any sort or nature, and to use, expend, or donate the income or principal thereof for, and to devote the same to, the foregoing purposes of the Church; and to do any and all lawful acts and things which may be necessary, useful, suitable, or proper for the furtherance of accomplishment of the purposes of this Church. Provided, however, no act may be performed which would violate Section 501 (c)(3) of the Internal Revenue Code of 1986, as it now exists or as it may hereafter be amended.

Limitations. In order to carry out the above-stated purposes, the Church shall have all those powers set forth in the Act, as it now exists or as it may hereafter be amended. The powers of the Church to promote the purposes set out above are limited and restricted in the following manner:

(a) No part of the net earnings of the Church shall inure to the benefit of or be distributable to its incorporators, officers or other private persons, except that the Church shall be authorized and empowered to make payments and distributions (including reasonable compensation for services rendered to or for the Church or reimbursement of expenditures) in furtherance of its purposes as set forth in these Articles. No substantial part of the activities of the Church shall be the carrying on of "Political Propaganda", or other wise attempting to influence legislation, and the Church shall not participate in, or intervene in (including the publication or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provisions of these Articles, the Church shall not carry on any other activities not permitted to be carried on by (I) a Church exempt from Federal Income Tax under section 501 (c)(3) of the Internal Revenue Code of 1986, as amended, or corresponding provisions of any subsequent federal tax laws, or (ii) a Church, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1986, as amended, or corresponding provisions of any subsequent federal tax laws.

(b) The Church shall not accept any gift or grant if the gift or grant contains major conditions which would restrict or violate any of the Church's religious, charitable or educational purposes or if the gift or grant would require serving a private as opposed to a public interest.

(c) Upon the liquidation, dissolution or winding up of the Church, the Church Council shall, after paying or making provision for payment of all the liabilities of the Church, distribute all Church assets to any organization designated by the The Church Council which is of like faith and order and is exempt from taxes under Internal Revenue Code Section 501(c)(3) (or the corresponding provision of any future tax law of the United States).

ARTICLE III

Statement of Beliefs

As members of this church, we subscribe to the following doctrinal statements as affirmed by The Baptist Faith and Message.

1. The Scriptures, both Old and New Testaments, are the inspired Word of God, without error in the original writings, the complete revelation of His will for the salvation of human beings, and the divine and final authority for all Christian faith and life.
2. There is one God, Creator of all things, infinitely perfect and eternally existing in three persons: Father, Son and Holy Spirit.
3. Jesus Christ, both God and man, was conceived of the Holy Spirit and born of the Virgin Mary. He died on the cross as a sacrifice for our sins according to the Scriptures. Further, He arose bodily from the dead, ascended into heaven, where at the right hand of God, He is our High Priest and Advocate.
4. That the ministry of the Holy Spirit is to glorify the Lord Jesus Christ, regenerate the believing sinner, indwell, guide, instruct, and empower the believer for godly living and service.
5. That man was created in the image of God but fell into sin and is therefore lost and only through regeneration by the Holy Spirit can salvation and spiritual life be obtained.
6. That the shed blood of Jesus Christ and His resurrection provide the only ground for justification and salvation for all who believe, and only those who receive Jesus Christ are born of the Holy Spirit, and thus become children of God.
7. That water baptism and the Lord's Supper are ordinances to be observed by the Church. They are, however, not to be regarded as means of salvation.
8. That the true Church is composed of all such persons who through saving faith in Jesus Christ have been regenerated by the Holy Spirit and are united together in the body of Christ of which He is the head.
9. That Christ's return is imminent and that this truth has a vital bearing on the personal life and service of the believer.
10. That there will be a bodily resurrection of the dead; of the believer to everlasting blessedness and joy with the Lord, of the unbeliever to judgment and everlasting conscious punishment.

ARTICLE IV

Member Covenant

As members of Westwood Baptist Church, we seek to be faithful to God, our families, and to fellow believers at Westwood by making the following commitments a priority in our lives:

1. To grow in our relationship with Christ through Bible study and prayer. (1 Peter 1:2-3)
2. To pray for and follow the leadership of the church as we build God's kingdom together. (Eph. 6:19, Heb. 13:17)
3. To attend worship services of the church faithfully. (Heb. 10:25)
4. To protect my witness for Christ by avoiding actions that would cause others to stumble. (Phil. 1:27)
5. To welcome guests and newcomers to my church. (Romans 15:7)
6. To witness to those around me and help others witness across the globe. (Luke 14:23)
7. To encourage others through my words and actions. (Eph. 4:29)
8. To financially support my church, with the Scriptural example being a tithe. (1 Cor. 16:2, Lev. 27:30)
9. To build supportive relationships with other members. (1 Peter 1:22, Phil. 2:3-4)
10. To join a small group Bible study for fellowship and study of God's Word. (1 Thess. 5:11)
11. To discover my spiritual gifts and use them in ministry, serving others in the love of Christ. (1 Peter 4:10, Eph. 4:11-12)
12. To resolve any and all disputes with the Pastor, Staff, Deacons, Church Council and fellow church members in accordance with Article X Section 6 Christian Alternative Dispute Resolution Procedures. (Matthew 18:15-20; 1 Corinthians 6:1-8)

ARTICLE V

Polity & Relationships

1. The government of this church is vested in the body of believers who compose it.
2. Persons duly received by the members shall constitute the membership. (See Article I of the Bylaws.)
3. All internal groups created and empowered by the church shall report to and be accountable only to the church, unless otherwise specified by church action.

4. This church is subject to the control of no other ecclesiastical body, but it recognizes and sustains the obligations of mutual cooperation with the following:
 - a. Shelby Baptist Association
 - b. The Alabama Baptist Convention
 - c. The Southern Baptist Convention.

ARTICLE VI **Membership**

Section 1: General

Westwood Baptist Church is an autonomous church under the Lordship of Jesus Christ. The membership retains unto itself the exclusive right of self government in all phases of the spiritual and temporal life of the church. The membership reserves the exclusive right to determine who shall be members of the church and the conditions of such membership.

Section 2: Admission of Members

Any person who is a follower of Christ and committed to live a lifestyle that honors Him may offer himself or herself as a candidate for membership. Candidates will be considered a member-in-process until such time as the following are completed:

1. Baptism by immersion.
2. An individual meeting with a decision counselor or member of the Equipping Staff to discuss the candidate's spiritual condition.
3. Completion of the membership class.
4. Signing a member covenant (see Article IV) stating agreement with the beliefs and practices of the church as well as agreement to live a Christ-centered life.

All such candidates may be accepted for membership by one of the following means:

1. By profession of faith and for baptism according to the policies of this church.
2. By promise of a letter of recommendation from another Baptist church, provided that the candidate has been baptized by immersion.
3. By statement of conversion and baptism in a church where no letter is obtainable.
4. By restoration after having been removed from the membership of the church. (See Article VI, Section VI)

Questions regarding qualification for membership shall be referred to the Senior Pastor and Executive Staff.

Section 3: Right of Members

1. Every member in good standing of the church is entitled to vote on any matter brought before the church in conference.
2. Every member of the church may participate in the ordinances of the church as administered by the church.

Section 4: Responsibilities of Members

Members are expected to be faithful in all duties essential to the Christian life as described in Westwood's Church Member Covenant (see Article IV).

Section 5: Termination and Dismissal of Membership

Members shall be removed from the Church roll for the following reasons: (a) the request of the member, (b) the transfer of membership to another church, (c) death, or (d) termination of membership by the Church Council by church discipline (Matt. 18; 1 Cor. 5:1-13). Dismissal of Church membership shall require the majority vote of the Church Council.

Section 6: Discipline & Reconciliation

It shall be the practice of this church to emphasize to its members that every reasonable measure will be taken to assist any troubled member. The Senior Pastor, other members of the church staff, and deacons are available for counsel and guidance. The attitude of members toward one another shall be guided by a concern for redemption rather than punishment.

Should some serious condition exist which would cause a member to become a liability to the general welfare of the church, the Senior Pastor and the deacons will take every reasonable measure to resolve the problem in accord with Matthew 18. If it becomes necessary for the church to take action to exclude a member, this process is completed by action of the Church Council (upon recommendation of the Senior Pastor and the Deacon Church Unity Team) and the person may be declared no longer in the membership of the church. This action shall be reported to the church and reflected in the membership records of the church. All such proceedings shall be pervaded by a spirit of Christian kindness and forbearance. Once such proceeding has commenced, a member's decision to remove themselves from the rolls of the Church shall not deprive the Church Council of biblical jurisdiction to take appropriate church disciplinary action for the members sinful actions committed during their membership in the Church in accordance with Holy Scripture.

Dismissed members may be restored by the Church Council in the spirit of 2 Corinthians 2:7-8, when their life-styles are judged to be in accordance with the membership covenant.

Restoration of Church membership shall require the vote of two-thirds (2/3) of the Church Council.

ARTICLE VII

Leadership Structure

All who serve as officers of the church and those who serve on church work teams shall be members in good standing of this church. Officers and work team members shall be regular in attendance and faithful in service and support. Further guidelines for paid staff members shall be provided by the Church Personnel Policies.

Section 1: The Church in Conference

Final authority in all matters is vested in the congregation, consisting of all voting members. Operational authority is vested in the Church Council and Executive Staff. The congregation shall decide upon the calling of the Senior Pastor ; election of officers and administrative work teams; annual operating budget; purchase, sale, or construction of church real property and such other matters as the Church Council shall determine.

The church shall have quarterly scheduled business meetings (Church Conferences) at such schedule as it shall determine. The Senior Pastor or someone designated by him shall serve as moderator of the conference.

The church may conduct Called Church Conferences to consider matters of a special nature and significance. The Church Council or Executive Staff may schedule a Called Church Conference, giving a one-week notice, unless extreme urgency renders one week notice impractical. Notice of any Called Church Conference shall include the subject matter, date, time and place; and shall be given in such a manner that all resident members have opportunity to know of the meeting.

The quorum shall consist of those members who attend the business meeting, provided it is a stated meeting or one that has been properly called according to bylaws. In some situations, provisions may be made in advance by the Church Council allowing for absentee ballot voting.

The most recent edition of Robert's Rules of Order, Revised is the authority for parliamentary rules of procedure for all business meetings of the church.

Section 2: The Church Council

Authority in all matters not brought before the church as stated in section 1 or elsewhere in this document will reside in the Church Council. The Senior Pastor or a person designated by him will moderate the meeting. The Council may at its discretion bring matters before the church other than those listed in Section 1.

The Council will meet monthly at a time as it shall determine. The meeting will be open for participation among all church members, but only members of the Council will vote on issues before the Council.

The Council will be composed of the following:

- All Staff Members who are part of the Executive Staff
- Three non-staff members of the congregation
- Church Clerk
- Chairman of the Deacons
- Chairman of the Budget and Finance Work Team
- Chairman of the Personnel Work Team
- Representative of the Strategic Planning Team
- Chairman of the Weekday Education Team

Members of the Equipping Staff will serve as non-voting members of the Church Council. All non-staff positions on the Council are selected by the church's Leader Enlistment Work Team and approved by the Church in conference. Non-staff members of the Church Council, other than the Clerk, will serve for a period of three calendar years as provided by the Leader Enlistment Policy. The chairman of a work team may appoint a representative to serve in his place on the Church Council.

Voting members may participate in Church Council meetings through use of conference telephone or similar communications equipment, so long as all participating in the meeting can hear one another. Such participation shall constitute personal presence at the meeting, and consequently shall be counted toward the required quorum and in any vote.

Voting by email is acceptable and should only be used for issues of timeliness; otherwise, votes should be tabled for regularly scheduled Church Council meetings. Such vote must be coordinated by Executive Director of Operations, Executive Pastor of Ministries or Church Clerk. The subsequent Church Council meeting agenda should include formal documentation of any email voting that took place since the previous regular Church Council meeting.

The quorum shall consist of at least 50% of the total number of members on the Council but must include two members of the Executive Staff

Section 3: The Executive Staff

The Executive Staff will provide operational leadership to the church and its staff, working closely with administrative work teams; bringing recommendations to the Church Council and representing the Equipping Staff to the Church Council. The Executive Staff will report monthly to the Church Council.

This team shall be composed of at least three but not more than seven top-level members of the Equipping Staff, representing all ministries of the church through a supervisory capacity, including the Senior Pastor, Executive Pastor of Ministries, Executive Director of Operations and others as determined by the Senior Pastor and Church Council.

Section 4: The Equipping Staff

The Equipping Staff will provide guidance in planning, coordinating, conducting, evaluating and implementing the mission of the church. It will include the Senior Pastor and other members of the Executive Staff in addition to other pastors, ministers, or directors who carry the Ephesians 4 mandate to equip leaders for the work of ministry and of whom the church requires evidence of a personal call of God to minister.

The Executive Staff and Personnel Work Team shall prepare a job description when the need for a staff member is determined. Equipping Staff Members shall be jointly recommended to the Church Council by the Personnel Work Team and Senior Pastor. The Personnel Work Team, Church Council, and Senior Pastor jointly may vacate such positions at their discretion, after appropriate measures of discipline and/or reconciliation have been attempted. Article VII, Section V addresses the calling and dismissal of the Senior Pastor.

Section 5: The Senior Pastor

The Senior Pastor is responsible for providing leadership to all areas of the church, leading it to be an effective, Biblically-functioning community, giving particular attention in four areas: 1) preaching and teaching, 2) vision and leadership, 3) evangelism, and 4) pastoral care.

A Senior Pastor shall be chosen and called by the church whenever a vacancy occurs. The election shall take place at a meeting called for that purpose, of which at least one week's public notice has been given.

A Senior Pastor Selection Task Team shall be elected by the church according to the Senior Pastor Search Policy to seek out God's will for a Senior Pastor, and bring its recommendation to the church. Election shall be by secret ballot with an affirmative vote of three-fourths of those present being necessary for issuing a call. The Senior Pastor, thus elected, shall serve until the relationship is terminated by his resignation or at the request of the church.

Should conflict arise between the church and the Senior Pastor, the Personnel Team shall take measures of discipline and/or reconciliation as they determine necessary. If reconciliation is not achieved, the Personnel Team and Church Council may recommend dismissal of the Senior Pastor to the church. Such action shall take place at a Church Conference called for that purpose, with at least one week's public notice given. The vote to

declare the office vacant shall be by secret ballot; an affirmative vote of two-thirds of the members present being necessary to declare the office vacant.

In instances where the Senior Pastor position is vacant, authority in hiring of Equipping Staff rests jointly with the Personnel Work Team and two members of the Executive Staff (namely the Executive Pastor of Ministries and Executive Director of Operations if those positions are filled).

Section 6: Non-equipping Staff

Non-equipping staff members shall be employed as the church determines the need for their services. The church Executive Staff shall have the authority to employ and to terminate services of non-equipping staff members. Such employment and termination of services shall be with the approval of the Personnel Work Team Chairperson and recommendation of the supervising staff member.

Section 7: Church Officers

1. **Clerk.** A Clerk and Assistant Clerk are elected annually by the church upon the recommended of the Leader Enlistment Work Team. The Clerk shall:
 - maintain the following records:
 - (1) minutes of its meetings, including changes in the membership of the congregation;
 - (2) minutes of the meetings of the Church;
 - (3) rolls of the members in the Church including with dates of admission, transfer, death, or erasure, together with a record of baptisms.;
 - (4) resolutions adopted by the Church Council and Deacons;
 - (5) appropriate accounting records;
 - (6) its articles or restated articles of in Church and all amendments to them currently in effect; and
 - (7) its bylaws or restated bylaws and all amendments to them currently in effect.
 - issue letters of transfer.
 - give required notice of all meetings where notice is necessary, as indicated in these bylaws.
 - prepare the annual report of the church to the association.
 - serve as parliamentarian for the Church Council and for the Church in Conference.

The Assistant Clerk shall perform any or all of the duties the Clerk may delegate. The Clerk may also delegate some of the clerical responsibilities to a ministry assistant who will assist the Clerk.

2. **Treasurer.** The Executive Director of Operations (or Church Administrator if the Executive Director of Operations position is vacant) shall serve the church as the

Treasurer. The Budget and Finance Team Work Team Chairperson shall serve as the Assistant Treasurer and shall perform any or all of the duties the Treasurer may delegate.

The Treasurer shall serve as a representative of the church to review its financial records. It shall be the duty of the Treasurer to present an itemized report of receipts and disbursements of the preceding month to the council and quarterly to the church. The Financial Report and records shall be audited annually by an auditing committee or public accountant. The church shall provide bonding for the Treasurer.

Upon rendering the annual account at the end of each fiscal year and its acceptance and approval by the church, the records shall be delivered by the Treasurer to the church clerk, who shall keep and preserve the account as a part of the permanent records of the church.

3. **Trustees.** The Trustees of the Church shall hold in trust the church property. Upon a specific vote of the church authorizing each action, they shall have the power to buy, sell, mortgage, lease, or transfer any church property. Such authorization is necessary when the amount of such obligation is not provided for in the current year's regular operating budget and the value exceeds 1/12 of the current year's regular operating budget. When the signatures of the trustees are required, they shall sign legal documents involving the sale, mortgage, purchase, or rental of property, or other legal documents related to church-approved matters.

The church shall elect three or more trustees at the recommendation of the Leader Enlistment Work Team to serve as legal officers of the church. They shall serve a three-year term on a rotation basis, with one new trustee being elected every year.

Section 8: Work Teams

1. Administrative Teams

Members of these teams are selected by the Leader Enlistment Team, and then approved by the Council and the Church. Candidates selected to serve on Administrative Teams should show exemplary commitment to living a Christian lifestyle and the church. No one shall be placed in service on a team that would result in any conflict of interest.

They shall serve a term of three years, but may be re-elected if completing only a partial term of service. Chairpersons of these teams are selected annually from their membership by the Leader Enlistment Work Team.

Administrative Teams will include the following: Budget & Finance, Leader Enlistment, Missions, Personnel, Trustees, Weekday Education Ministry, and others as determined by the Church Council.

2. Ministry Teams

Ministry Work Teams may be assembled at the discretion of the Senior Pastor and Equipping Staff. Chairpersons are selected annually by the Leader Enlistment Team for a period of one year. Both chairpersons and members are not limited in duration of service. Members of these teams are enlisted by the chairperson and appropriate members of the Equipping Staff.

Section 9: Deacons

The Deacon body, as established in 1 Timothy 3 and Acts 6, shall be a servant ministry to work alongside the Senior Pastor, Equipping Staff, and Small Group Leaders to provide pastoral care and ministry to the church body and to those in the community. Guidelines for selection and ministry of deacons are found in the Deacon Policy which outlines New Testament qualifications.

ARTICLE VIII

Ministries of the Church

The church shall provide leadership and ministries to meet the five functions of the church: evangelism, discipleship, fellowship, worship, and ministry. These shall be accomplished through worship services, small groups, community involvement, ministry work teams and other ministries as established by the Equipping Staff and Church Council.

All organizations related to the church shall be under church control, with leadership directly or indirectly appointed by the church and reporting regularly to the church, and all ministry activities subject to church coordination and approval.

Participation in some volunteer positions may only be filled by members of the church. These are determined by the Equipping Staff and Church Council.

ARTICLE IX

Church Ordinances

Section 1: Baptism

This church shall receive for baptism any person who has received Jesus Christ as Savior by personal faith, who professes him publicly and who indicates a commitment to follow Christ as Lord. Baptism shall be by immersion in water. The Senior Pastor, or whomever the

church shall authorize, shall administer baptism. Baptism shall be administered as an act of worship during any worship service of the church.

Section 2: The Lord's Supper

The Church shall observe the Lord's Supper at least quarterly, as scheduled by the Senior Pastor. The Senior Pastor and deacons shall administer the Lord's Supper, the deacons being responsible for the physical preparations.

ARTICLE X

Church Finances & Assets

Section 1: Budget

The Budget and Finance Work Team, in consultation with the Executive Staff, shall prepare an annual operating budget and submit the proposed budget to the Church Council and Church for approval.

Section 2: Accounting Procedures

All funds received for any and all purposes shall be processed according to church policy and be properly recorded on the books of the church. Those who have responsibility that involves actual handling of funds shall be insured. A system of accounting that will adequately provide for the handling of all funds shall be the responsibility of the Budget and Finance Work Team. The Executive Director of Operations or Church Administrator is responsible for sending quarterly reports to each member who has given during the fiscal year, listing their contributions.

Section 3: Fiscal Year

The church fiscal year shall run from January 1 until December 31.

Section 4: Dissolution of Church

Upon dissolution of this church, assets shall be distributed to the Shelby Baptist Association for one or more exempt purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future Federal tax code.

Section 5: Indemnification of Officers

The Church Council may choose to indemnify and advance the church-related expenses of any officer, employee, or agent of the church. Subject to the provisions below, the

church shall indemnify any member of the pastoral staff, church staff, Church Officers, Work Teams, Church Council, Trustees, or Deacons (jointly referred to as “Church Leaders”) of the church against claims, liabilities, expenses, and costs necessarily incurred by him in connection with the defense, compromise, or settlement of any action, suit or proceeding, civil or criminal, in which such person is made a party by reason of being or having been a Church Leader, to the extent not otherwise compensated, indemnified or reimbursed by insurance, if:

- (1) The conduct of the was in good faith;
- (2) The Church Leader, reasonably believed that their conduct was in the best interests of the church, or at least not opposed to its best interests; and
- (3) In the case of any criminal proceeding, the Church Leader, had no reasonable cause to believe that their conduct was unlawful.

The church may not indemnify a Church Leader, in connection with a proceeding brought against them by or in the right of the church, in which they were adjudged liable to the church, or where the Church Leader, is charged with receiving an improper personal benefit and is adjudged liable on that basis.

Section 6: Christian Alternative Dispute Resolution

The Church believes that the Bible commands Christians to make every effort to live at peace and to resolve disputes with each other in private or within the Christian church (see Matthew 18:15-20; 1 Corinthians 6:1-8). Therefore, any claim or dispute arising from or related to allegations by or against staff, Church Council, Deacons, Ministers, Staff, Church Leader, employees, agents of the Church, volunteers, church members or their families, vendors shall be settled by biblically based conciliation and, if necessary, legally binding arbitration in accordance with the *Rules of Procedure for Christian Conciliation* of the Institute for Christian Conciliation. (A complete text of the Rules is available at <http://www.peacemaker.net/site/pp.aspx?c=aqKFLTOBipH&b=3910015>). These above methods shall be the sole remedy for any controversy or claim arising within the body of the Church. The mediation, conciliation, and arbitration process is not a substitute for any disciplinary process set forth in the Bylaws of the Church, and shall in no way affect the authority of the Church to investigate reports of misconduct, conduct hearings, or administer discipline of members.

ARTICLE XI

Other Policies

Other documents will be used in the governance of the church that provide more specific guidelines than are stated in the bylaws. These include but are not limited to the Personnel Policy, Deacon Policy, Work Team Policy, Church Policy Manual, and Senior Pastor

Selection Policy. These policies may not supercede anything contained in the bylaws. All policies will be approved by the Executive Staff, Council, or Church, as determined by the Church Council.

ARTICLE XII

Amendments to the Bylaws

Proposed amendments to the Bylaws shall be presented at a church conference and approved at a second church conference at least one week later. Either or both meetings may be a quarterly or called church conference. Copies of the proposed amendments shall be furnished to each member present at the earlier meeting. Amendments to the bylaws shall require approval of a majority of members present and voting.

Church Bylaws were approved by Westwood in church conference on December 17, 2008.