

FIRST BAPTIST CHURCH GENERAL COMMITTEE POLICIES

TYPES OF COMMITTEES:

All committees shall be classified as regular or ad hoc. A regular committee works throughout the year. A regular committee has a standing list of duties that require regular performance. An ad hoc committee has a specific job to do that terminates at a specific point in time. When the specific job assignment is completed, the ad hoc committee is dismissed.

MEMBERSHIP:

A. Committee Members:

1. Committee members for regular committees are recommended to the church by the Committee on Committees in March of each year, the only exception being members for the Committee on Committees. Members for the Committee on Committees shall be recommended to the church by the Church Council in July.
2. Various committees require different levels of involvement and work. It is suggested that the Committee on Committees seek to limit the number of committees that any one person serves on to two committees. Consideration is also to be given to the level of involvement required to effectively serve on those committees.
3. No person may serve consecutive terms on the same committee. (See "B" for term of office.) He must remain off that committee for one year.
4. No person may serve consecutive years as chairman of the same committee.
5. Resignations from any committee will be considered by the Committee on Committees.
6. Each committee shall have a Staff Coordinator(s) who works with the chairman in directing the work of the committee.
7. Committee members must be church members.
8. Committee on Committee members shall not serve on a search committee.

B. Rotation:

Membership on all regular committees shall be on a rotation basis. The term of office shall be three years with one third of the committee rotating off each year.

C. Term of Office:

The committee membership year is from April through March.

MEETINGS: All regular committees shall meet at least quarterly.

REPORTS: All regular committees shall submit a written report of the committee activity to the church office.

BUDGETING: Committees requiring budgeted monies shall submit such requests to the Stewardship Committee during budget planning times.

REQUESTS FOR PURCHASING EQUIPMENT, SUPPLIES, ETC.: All committees shall abide by the policies and procedures for requisitioning purchase of supplies, equipment, and other expenditures as adopted by the church.

(October, 2007)