

48 We moreover engage that when we remove from this place, we will as soon as possible unite
49 with some other church, where we can carry out the spirit of this covenant and the principles of God's
50 Word.

51

52 ARTICLE V—POLITY AND RELATIONSHIPS

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

57 This church is subject to the control of no other ecclesiastical body, but it recognizes and
58 sustains the obligations of mutual counsel and cooperation among Baptist churches. Insofar as is
59 practical and biblical, this church will cooperate with and support the Heart of Missouri Baptist
60 Association, the Missouri Baptist Convention, and the Southern Baptist Convention, and financially
61 support the Cooperative Program in education, evangelization, missions, and ministry.

62

63 ARTICLE VI—MARRIAGE AND WEDDINGS

64 Our statement of faith, *The Baptist Faith and Message 2000*, expresses our fundamental
65 biblical conviction that Christian marriage is, by definition, the spiritual and physical uniting of one
66 man and one woman in an exclusive covenant commitment for their joint lifetime. Christian marriage
67 is God's unique gift to reveal the union between Christ and His Church. As such, the Richland Baptist
68 Church believes that wedding ceremonies on church property are spiritual observances of worship of
69 God, who created this divine institution. As worship services, weddings on church property shall be
70 officiated by one or more licensed and/or ordained ministers of the gospel. The church may decline to
71 make its facilities and/or ministers available for any wedding if it is determined that one or both of the
72 parties are not biblically and/or legally qualified to marry. Such determinations may be made by the
73 pastor(s), the deacons or the church council, subject to the direction of the church.

74 No minister or employee of the Richland Baptist Church shall officiate any marriage ceremony
75 unless such marriage is consistent with this policy.

76

77 ARTICLE VII—DISSOLUTION OF CHURCH AND DISPOSITION OF PROPERTY

78 Section 1—In the event of the dissolution of the Richland Baptist Church, all property of the
79 Richland Baptist Church, real, personal, and mixed of whatever kind and wherever located, shall be
80 transferred to the Missouri Baptist Convention.

81 Section 2—Dissolution of the church may occur, if the church by official action, votes to
82 dissolve as a church or upon termination of regular worship services for more than twelve (12)
83 consecutive months. Upon such action the trustees are authorized to sign all necessary documents to
84 convey the property as herein provided.

85

86 ARTICLE VIII—AMENDMENTS

87 Changes in the constitution may be made at any regular or special-called business meeting of
88 the church, provided each amendment shall have been presented in writing at a previous business
89 meeting and copies of the proposed amendment shall have been furnished to each member present at
90 the earlier meeting. The meeting to make any amendments must be announced from the pulpit during
91 two consecutive Sunday morning services prior to the meeting. Amendments to the constitution shall
92 be approved by a two-thirds (2/3) affirmative vote of the church members present and voting.

93

94

95

96
97 **BYLAWS OF THE RICHLAND BAPTIST CHURCH**
98

99 **ARTICLE I—CHURCH MEMBERSHIP**

100 Section 1—General

101 This is a sovereign and democratic Baptist church under the lordship of Jesus Christ. The
102 membership retains unto itself the exclusive right of self-government in all phases of the spiritual and
103 temporal life of this church. The membership reserves the exclusive right to determine who shall be
104 members of this church and the conditions of such membership.
105

106 Section 2—Candidacy

107 Any person may offer himself or herself as a candidate for membership in this church. All such
108 candidates shall be presented to the church at any regular church service for membership in any of the
109 following ways:
110

- 111 1) A public profession of faith in Jesus Christ as personal Savior and Lord and baptism under the
112 authority of this church and according to the policies of this church.
- 113 2) Statement of a prior public profession of faith in Jesus as personal Savior and Lord and baptism
114 by immersion under the authority of a church of like faith and practice.
115

116 Should there be any dissent as to any candidate, such dissent shall be referred to the pastor(s) and
117 ministerial staff for investigation and the making of a recommendation to the church within thirty (30)
118 days. A three-fourths vote of those church members present and voting shall be required to elect such
119 candidates to membership.

120 Those under the age of twelve (12) may be voted into membership after an age-appropriate
121 Christian Basics Study. Then, at age twelve, child members shall be offered a class explaining these
122 documents and the responsibilities of church membership.
123

124 Section 3—New Member Orientation

125 All candidates for membership shall receive a copy of *The Baptist Faith and Message*, the
126 *Church Covenant*, the *Constitution and Bylaws of the Richland Baptist Church*, and the *Policy Manual*
127 and have time to read these documents and meet with a church leader to discuss any questions.

128 All candidates for membership will also be required to attend a new member's class covering
129 these documents, before being accepted as a member.
130

131 Section 4—Rights of Members

- 132 1. All *active** members shall have full voting rights at age twelve (12) on all motions,
133 recommendations, resolutions, and other matters that come before the church in regular and
134 special business meetings. *NOTE: Any reference in the Bylaws to "active" members indicates
135 a member who is in good standing with the church and has been attending at least two
136 services/week (Sunday School/Family Groups; Sunday morning worship; Sunday evening
137 worship "Prayer & Praise," Wednesday evening service) at least 75% of the time over the past
138 six months.
- 139 2. Every member of the church is eligible for consideration by the membership as candidates for
140 elective offices in the church.
- 141 3. Every member of the church may participate in the ordinances of the church as administered
142 by the church.
143

- 144 Section 5—Termination of Membership
145 Membership shall be terminated in the following ways:
146 1. Death of the member.
147 2. Transfer to another Baptist church.
148 3. Exclusion by action of this church by a three-fourths (3/4) vote at a business meeting.
149 4. Erasure upon request or proof of membership in a church of another denomination.

150
151 Section 6—Church Discipline

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

156 Should some serious condition exist that would cause a member to become a liability to the
157 general welfare of the church, the pastor(s) and the deacons will take every reasonable measure to
158 resolve the problem in accordance with Matthew 18. If it becomes necessary for the church to take
159 action to exclude a member, a three-fourths (3/4) vote of the members present is required; and the
160 church may proceed to declare the person to no longer be in the membership of the church. All such
161 proceedings shall be pervaded by a spirit of Christian kindness and forbearance.

162 The church may restore to membership any person previously excluded, upon request of the
163 excluded person, and by vote of the church upon evidence of the excluded person's repentance and
164 reformation.

165
166 ARTICLE II—CHURCH OFFICERS, COMMITTEES AND MINISTRIES

167 All who serve as officers of the church and those who serve on church committees shall be
168 active members of this church.

169
170 Section 1—Church Officers

171 The officers of this church shall be:

- 172 1. The pastor(s)
173 2. The church staff
174 3. The deacons
175 4. A moderator and vice-moderator
176 5. A clerk and a treasurer
177 6. The trustees

178
179 The **pastor(s)** is/are responsible for leading the church to function as a New Testament church.
180 The pastor(s) will lead the congregation, the organizations, and the church staff to perform their tasks.

181 The pastor(s) is/are leader of pastoral ministries in the church. As such he/they work(s) with
182 the deacons and church staff to:

- 183 (1) Lead the church in the achievement of its mission.
184 (2) Proclaim the gospel to believers and unbelievers.
185 (3) Care for the church's members and other persons in the community.

186
187 Pulpit Committee—When it is necessary to call a pastor, the church shall elect with at least (1)
188 one week's notice, by secret ballot, a (5) five-member Pulpit Committee following Sunday morning
189 worship. The committee shall have at least (1) one man and at least (1) one woman.

190 It shall be the duty of this committee to take the necessary steps to secure a pastor. They shall
191 investigate the merits of each man under consideration in regard to his personal character, education,

192 ministerial record, preaching ability, Christian experience, and his call to the ministry in determining
193 his fitness for said pastorate. When a suitable man is found, the committee shall invite him to come
194 before the church with at least (1) one week's notice to the congregation and hold a service or services.

195 The pastor(s) of this church must be willing to accept and subscribe to the doctrinal statement
196 of *The Baptist Faith and Message* adopted in 2000, by the Southern Baptist Convention, the Church
197 Covenant, and the Constitution and Bylaws of the Richland Baptist Church, and meet the qualifications
198 as directed in I Timothy 3:1-7.

199 *Calling a Pastor*—The call of a pastor shall come before the church at a regular or called
200 business meeting with notice of such meeting and its purpose having been announced from the pulpit
201 the Sunday preceding such business meeting or notices mailed to active members at least four (4) days
202 prior to such meeting, or both such methods of notice may be used.

203 The vote shall be taken no sooner than one (1) week after the prospective pastor's visit. Three-
204 fourths (3/4) of the ballots cast by active members present and qualified to vote shall be required to
205 issue a call. The vote shall be by secret ballot and shall be conducted by the deacons. The church shall
206 consider only one candidate at one time.

207 *General*—The pastor shall be called for an indefinite period of time. The salary shall be fixed
208 at the time of the call and may be changed by vote of the church at any regular business meeting,
209 provided that such change has been submitted by the deacons and considered by the Finance
210 Committee.

211 *Termination of Pastorate*—The term of office may be ended upon fourteen (14) days
212 notification on the part of the pastor. The pastor shall notify the church on a Sunday morning, and at
213 that time the church shall vote to accept his resignation.

214 Only after following the biblical principles as set forth in Matthew 18:15-17, termination of
215 the pastor by the church shall be recommended by a majority of the deacons and voted on at a regular,
216 or called, business meeting with notice of such meeting and its purpose having been announced from
217 the pulpit the preceding Sunday, or written notices mailed to active members at least four (4) days prior
218 to such meeting. A three-fourths (3/4) majority of the votes cast by secret ballot by active members
219 present and qualified to vote shall be required to terminate the relationship. The church may ask that
220 the pulpit be vacated immediately, but the pastor shall have thirty (30) days to vacate the parsonage.

221 *Interim Period without a Lead Pastor*—In the case where the church is without a lead pastor,
222 the other pastor(s) (if applicable), ministerial staff and deacons shall assume the responsibility of
223 selecting a man who will lead the church and make the decisions the lead pastor would normally make.
224 They are also responsible for making sure the pulpit is filled during this time.

225
226 The **ministerial staff** shall be called and employed as the church determines the need for
227 such offices. A job description shall be written when the need for a staff member is determined.
228 Those staff members of whom the church requires evidence of a personal call of God to minister
229 shall be recommended to the church by the Personnel Committee and called by church action. At the
230 time of resignation, not less than a two-week notice shall be given to the church. The church may
231 vote to vacate such positions upon recommendation of the Personnel Committee, such termination
232 being immediate, and the compensation conditions being the same as for the pastor(s), except that the
233 amount shall relate to the individual's compensation.

234
235 **Non-ministerial staff** shall be composed of those persons, other than the pastor(s), employed
236 by the church. Job descriptions for each position setting forth responsibilities, benefits, terms and
237 conditions of employment, manner of calling or hiring, and termination shall be drafted by the
238 Personnel Committee and approved by the church. The pastor shall be the supervisor of all staff.

239

240 **Deacons**, in accordance with the teachings of the New Testament, are to be servants of the
241 church. The deacons shall elect their officers and be organized to assist the pastor and for the
242 consideration of problems related to the ministry. They are to serve with the pastor by:
243

- 244 1. Leading the church in the achievement of its mission
- 245 2. Proclaiming the gospel to believers and unbelievers
- 246 3. Assisting the pastor in worship activities, visitation, ministry to the church family, and other
247 ministries that enhance the mission of the church
- 248 4. Preparing the elements and serving the Lord's Supper
- 249 5. Overseeing the distribution of the church's Benevolent Fund to those in need (This fund shall
250 be audited annually by the Audit Committee.)
251

252 *Qualifications of Deacons*—The qualifications of the deacons shall be those set forth in the
253 New Testament in Acts 6:3 and I Timothy 3:8-13.

254 *Election of Deacons*—In April of each year an election shall be held to fill vacancies that result
255 from a deacon not wishing to continue in active service, death of a deacon, or from church growth. The
256 deacon body shall receive names from any active member of the church and/or select names to be
257 placed on a deacon's candidate list. A man must be an active member of the church for a period of not
258 less than one (1) year before being eligible for election as a deacon. The deacons shall interview
259 candidates as to their qualifications and willingness to serve, and then recommend candidates to the
260 church for action on electing them as deacons.

261 An ordained, inactive deacon may be chosen by the deacons at a regular meeting of the deacons
262 to fill a vacancy and shall be voted into service at the next regular business meeting.

263 *Number of Deacons*—There shall be (1) one deacon for every (12) twelve to (15) fifteen church
264 families.

265 *Ordination Procedure*—Since deacons are to serve the church, the service will emphasize that
266 a member of the congregation has been selected by the majority to serve the whole. The church's
267 deacons and their spouses shall lead in the commissioning service. Other members of the church and
268 guests shall be invited to participate.

269 *Length of Term*—Every three years, deacons will either be reaffirmed by the congregation to
270 continue, or they have the option to rotate off the board of deacons. Those who wish to resign their
271 position as a deacon, whether at the end of his term or before the end of his term, will share this desire
272 with the pastor(s) and deacons, so advanced notice can be given to the church in order to elect a
273 replacement.

274 *Termination of a Deacon*—Only after following the biblical principles as set forth in
275 Matthew 18:15-17, the removal of a deacon from service shall be passed by a three-fourths (3/4)
276 majority vote by secret ballot of those active members present and qualified to vote at a specially
277 called business meeting.
278

279 **Moderator** shall preside over all church business meetings, except when the matter before the
280 church relates directly to the moderator. The length of term shall be two years unless extended by the
281 reaffirmation/re-election of the church.
282

283 **Vice-Moderator** shall preside at business meetings in the absence of the moderator or when
284 the matter before the church relates directly to the moderator. The length of term shall be two years
285 unless extended by the reaffirmation/re-election of the church.
286

287 **Clerk** shall keep accurate minutes of the business meetings, keep other necessary records, and
288 conduct all necessary correspondence for the church in connection with this office. All books and
289 records pertaining to this office shall be turned over immediately to the clerk's successor. Duplicate
290 copies of all transactions shall be maintained at a separate location. The clerk and church secretary
291 shall serve as custodians of a copy of all original reports, correspondence, church business meeting
292 minutes, and any other permanent church records, which shall be kept in a locked safe at the church.
293 It shall be necessary for (1) one custodian and a church member to be present to unlock and view
294 information therein. In the absence of the moderator and vice-moderator, the clerk shall call the church
295 to order and an acting moderator shall be elected. The length of term shall be two years unless extended
296 by the reaffirmation/re-election of the church.

297
298 **Treasurer** shall be custodian of all funds contributed to the church and all its auxiliaries for
299 general and special purposes with the exception of the Benevolent Fund, which shall be under the
300 control of the deacons. The Finance Committee shall promptly and regularly deposit all receipts in a
301 bank account or accounts approved by the church and all disbursements shall be made by check. The
302 treasurer shall make monthly reports to the church of all receipts and disbursements and the exact
303 balance on hand in the bank. The treasurer shall provide all financial records at the close of the financial
304 year for audit by the Audit Committee. All books and records pertaining to this office shall be turned
305 over immediately to the treasurer's successor. The length of term shall be two years unless extended
306 by the reaffirmation/re-election of the church.

307
308 **Trustees** are legal officers for the church and also serve as one of the standing committees. For
309 more information, see standing committees below.

310
311 The officers of the **church corporation** shall be: president, vice-president, treasurer, and clerk.
312 The officers shall be elected annually and serve as follows: chairman of deacons as president, chairman
313 of trustees as vice president, church clerk as secretary and church treasurer as treasurer of the
314 corporation.

315 The corporation's officers shall see to the filing of the annual reports necessary to maintain the
316 corporation as a legal entity. They shall in no way usurp the power of the active members to control
317 the operation of the church.

318
319 Section 2—Committees and Ministries

320 The pastor shall be an ex-officio member of all committees and ministries. A chairperson shall
321 be named by each committee's or ministry's members to head said committee/ministry unless
322 otherwise stated. All volunteers, who serve as committee members and ministry leaders, shall be
323 elected annually by the church from candidates recommended by the Nominating Committee or from
324 floor nominations at the June business meeting. Vacancies occurring during the church year shall be
325 filled in like manner. However, only motions from the floor will be accepted for filling positions on
326 the Nominating Committee. Any person serving on a committee or in a ministry who misses (3) three
327 committee/ministry meetings during the fiscal year, without giving an excuse, can be removed from
328 that committee or ministry. Also, members who do not maintain an active role in the life of the church
329 can be removed from any committee, as long as the proper church discipline steps according to Article
330 I, Section 6 are followed. No committee/ministry planning meetings shall be held during regular
331 services.

332
333 Standing Committees are as follows and shall consist of the following number of members:
334

- 335
336
337
338
339
1. Trustees—(6) six members
 2. Finance Committee—(6) six members
 3. Personnel Committee—(5) five members
 4. Nominating Committee—(3) three members

340 The term of office shall be (3) three years with a rotation order so that one-third (1/3) of the
341 members rotate off each year. A member rotating off shall not serve on that committee again until one
342 year has passed; however, a person filling a vacancy for less than one year may also fill the position
343 for the next full term. No person shall serve on more than one Standing Committee at a time.
344

345 Trustees shall monitor the custody of church property. They shall have no power to buy, sell,
346 mortgage, lease, or transfer any church property without a specific vote of the church authorizing each
347 action. The trustees shall affix their signatures to all legal documents involving the sale, mortgaging,
348 purchase, or rental of church property or other legal documents where the signatures of the trustees are
349 required. Emergency repairs may be taken care of by the trustees as needs arise.

350 Trustees are responsible for maintaining all church properties for ready use and recommending
351 polices regarding use of church properties. They shall obtain and oversee all church insurance policies
352 both property and liability, and recommend employment of construction and repair personnel. (No
353 church property is to be removed from the premises without signing out the items through the church
354 office where a written record of borrowed property shall be kept with dates of removal and return.)
355

356 Finance Committee members must be active, supporting members of the church for a minimum
357 of one (1) year and have shown support of the church and all its ministries through tithing
358 (recommended as giving minimum of ten percent (10%) of one's gross income regularly through this
359 local church). They must support the idea of a budget.

360 It shall be the duty of this committee to prepare and present an annual budget to the church
361 prior to the beginning of the fiscal year. They shall be responsible for counting and depositing all
362 moneys that comes into the church and keeping the church advised of its financial position in a monthly
363 report. They shall have supervision over the raising of funds to meet the budget and dispersing funds
364 within the budget and shall be responsible for the promotion of stewardship among church members.
365 The treasurer shall serve as an ex-officio member.

366 The expenditure of money for items not in the budget in excess of seventy-five dollars (\$75)
367 must be referred to the Finance Committee for a recommendation before the request can be submitted
368 to the church for approval.

369 A quorum of two-thirds (2/3) of the Finance Committee members is required to act on any
370 financial matter pertaining to the church.
371

372 Personnel Committee shall be responsible for writing job descriptions for all staff positions,
373 excluding the pastor. They shall obtain resumes and be responsible for interviewing candidates to fill
374 positions as directed by the church and for background investigations of selected candidates prior to
375 recommendation to the church for approval. The pastor shall submit written, annual staff job
376 evaluations to the committee who shall review and make salary recommendations to the Finance
377 Committee.
378

379 Nominating Committee, in consultation with the church ministry personnel and leadership,
380 shall coordinate the staffing of church leadership positions that are filled by volunteers (except for
381 members of the Nominating Committee). They shall solicit from the active church membership
382 volunteers to fill any position or vacancy, which may occur by seeking those persons desiring to serve

383 with prayerful consideration and Christian discernment. Then they shall recommend such persons for
384 election by the church.

385
386 Church Committees and Ministries may be established as deemed necessary by the church to
387 provide ministry opportunities and as an outreach into the community. The job description of such
388 committees/ministries shall be set by the church and shall be under church direction with all leaders
389 being elected by the church and reporting regularly to the church. None maintain a separate bank
390 account or keep funds for expenses without church approval. These may be but are not limited to the
391 following committees:

- 392
393 Audiovisual/Equipment Committee Audit Committee
394 Child Abuse Prevention Committee Children’s Ministry
395 Church History Committee Constitution Committee
396 Decorating Committee Early Childhood
397 Food Pantry Ministry Funeral Committee
398 Hostess Committee Library Committee
399 Men’s Ministry Mission & Ministry Equippers
400 Music Ministry Prayer Ministry
401 Remembrance Committee Senior Adult
402 Special Events Sunday School/Family Groups
403 Usher Committee Women’s Ministry
404 Youth Ministry

405
406
407 Ad-Hoc Committees may be formed as needed to complete a task by the church or a committee.
408 This committee will remain in force until its designated task has been accomplished.

409
410 **ARTICLE III—CHURCH ORDINANCES**

411 Section 1—Baptism

412 This church shall receive for baptism any person who has received Jesus Christ as Savior by
413 personal faith, who professes Him publicly at any worship service, and who indicates a commitment
414 to follow Christ as Lord.

- 415 1. Baptism shall be by immersion in water.
416 2. The pastor, or whomever the church shall authorize, shall administer baptism. The deacons
417 shall assist in the preparation for, and the observance of, baptism.
418 3. Baptism shall be administered as an act of worship during any worship service of the
419 church.
420 4. A person who professes Christ and is not baptized after a reasonable length of time shall
421 be counseled by the pastor and/or staff or deacons. If negative interest is ascertained on the
422 part of the candidate, he or she shall be deleted from those awaiting baptism.

423 Section 2—The Lord’s Supper

424 The church shall regularly observe, as scheduled by the pastor(s) and deacons, the Lord’s
425 Supper during worship services. The pastor(s) and deacons shall administer the Lord’s Supper, the
426 deacons being responsible for the physical preparations.

427
428 **ARTICLE IV—CHURCH COUNCIL**

429 Membership—The Church Council shall consist of department heads, committee chairpersons,
430 and other ministry leaders. Participation of all members shall be encouraged. The pastor, or a member
431 designated by the pastor, shall preside at all meetings of the council.

432 Function—The council shall recommend to the church objectives and goals; review and
433 coordinate ministry plans recommended by church leaders and committees, recommend to the church
434 calendaring of ministries and use of leadership and resources according to ministry priorities; and
435 review and evaluate ministry achievements in terms of church goals and objectives.

436 Church Approval—All matters agreed upon by the council calling for action not already
437 provided for by action of the church shall be referred to the church for approval or disapproval.

438
439 **ARTICLE V—MEETINGS**

440 Section 1—The church shall have regular bi-monthly business meetings every odd-numbered
441 month and one meeting in the month of June. By default, these meetings will take place on the second
442 Sunday after the evening worship service, except for the month of May, when the meeting will take
443 place on the third Sunday evening. However, upon agreement by the pastor(s) and a majority of either
444 the deacons or the church council, the regular bi-monthly business meeting may be moved to another
445 day of the month or canceled for special circumstances.

446 Section 2—Special called business meetings may be called by the pastor, the chairman of
447 deacons, or the written request of ten (10) active members of the church delivered to the church clerk.
448 Notice of any special called business meeting with the purpose for the meeting stated in the notice shall
449 be announced during the Sunday morning worship service at least seven (7) days prior to such meeting.

450 Section 3—The annual budget and ministry leaders for the new church year shall be approved
451 by church vote at the June business meeting.

452 Section 4—A quorum for a regular or special business meeting shall consist of twenty-five
453 (25%) percent of the average monthly Sunday School/Family Groups attendance for the previous
454 month.

455
456 **ARTICLE VI—BOARD OF DIRECTORS**

457 The church corporation shall have five (5) directors. The deacons and trustees shall annually
458 elect from among their members two (2) deacons and two (2) trustees to serve along with the moderator
459 as directors of the church’s corporation.

460 The Board of Directors shall have general supervision of the affairs of the church between its
461 business meetings, shall be subject to the orders of the church, and shall report all actions taken by the
462 Board to the church for ratification. None of its acts shall conflict with the provisions in the
463 *Constitution and Bylaws of the Richland Baptist Church* or any action taken by the church.

464 The Board of Directors shall meet at such time as agreed upon or by call of the president or
465 upon written request of (3) three board members.

466
467 **ARTICLE VII—POLICY MANUAL**

468 The pastor(s) and deacons shall create and maintain a policy manual for policies pertaining to
469 staff, personnel, building usage, property and procedures. The policies in the policy manual shall not
470 be inconsistent with or contradict the church constitution or bylaws.

471
472 **ARTICLE VIII—AMENDMENT TO THE BYLAWS**

473 These bylaws can be amended by a majority vote of active members at a regular business
474 meeting, provided the proposed amendment has been moved and seconded at a prior business meeting.
475 Such changes shall be directed through the Constitution Committee.