

**THE BROTHERHOOD
MINISTRY
CONSTITUTION AND BY-LAWS**

**ORCHARD KNOB MISSIONARY
BAPTIST CHURCH
BROTHERHOOD**

**“Having a Brotherhood is a blessing;
being a part of it makes it work.”**



*“Behold, how good and how pleasant it is for
brothers to dwell together in unity!”
Psalm 133:1*

**Orchard Knob Missionary Baptist Church
1734 East Third Street
Chattanooga, Tennessee 37404
(423) 629-6115**

{Revised Edition 2015}

Reverend Carlos D. Williams, Senior Pastor

ORDER OF BUSINESS

2015 Charter Officers & Committee Chairmen

1. Opening/Devotion
2. Reading of Minutes
3. Old Business
 - Financial Report
 - Committee Reports
4. New Business
5. Roll Call
 - Collect Dues/Assessments
 - Report Collections
6. Closing/Prayer

William Clemons.....President
Wendell Pete.....Vice President
Marquis Creech.....Recording Secretary
Dafiya Benibo.....Treasurer
Dennis Williams.....Chaplain
Ellis Jones.....Parliamentarian
Robert Rice.....Membership
Alonzo Arnold.....Benevolence
William Nelson.....Program
William Washington.....Nomination
Charles Patterson.....Sergeant-At-Arms

Rise Up, O Men of God

1. **Rise up, O men of God
Have done with lesser things;
Give heart and mind and soul
and strength
To serve the King of kings.**
2. **Rise up, O men of God!
His kingdom tarries long;
Bring in the day of brotherhood,
And end the night of wrong.**
3. **Rise up, O men of God!
The church for you doth wait,
Her strength unequal to her task,
Rise up, and make her great!**
4. **Lift high the cross of Christ!
Tread where His feet have trod;
As brothers of the Son of man
Rise up, O men of God! Amen.**

CONSTITUTION AND BY-LAWS OF ORCHARD KNOB MISSIONARY BAPTIST CHURCH BROTHERHOOD MINISTRY

ARTICLE I – NAME AND PURPOSE

- Section 1.** The organization shall be know as the Orchard Knob Missionary Baptist Church Brotherhood Ministry.
- Section 2.** The purpose of the Brotherhood Ministry shall be to provide Christian leadership and support for all members of the church. Specifically, it shall:
- A.** Provide a forum for the edification, spiritual enlightenment and leadership development of its members.
 - B.** Engage in missionary activities in support of the mission and objectives of the church.
 - C.** Support other church organizations and auxiliaries as requested or deemed appropriate.
 - D.** Provide guidance for the spiritual growth/ development of the community's youth, especially Orchard Knob's young men.

ARTICLE II – MEMBERSHIP

- Section 1. Orchard** **General – All male members of the Knob Missionary Baptist Church have membership in the Brotherhood Ministry.**
- Section 2.** **Associate – Members of other churches/ organizations may become associate members of the Brotherhood Ministry. associate members may not vote in Brotherhood business matters.**
- Section 3.** **Active – Active members are those who are in good standing in the church, attend scheduled meetings, and participate in the Brotherhood’s activities.**

ARTICLE III – ASSESSMENTS

- Section 1.** **A free will offering of not less than \$1.00 per month by active members will be encouraged.**
- Section 2.** **The Executive Committee determines the amount to assess each active member to cover expenses for unexpected or special events.**

Section 4. **The BENEVOLENCE committee shall ensure that the Brotherhood’s expression of concern and/or sympathy are conveyed through brotherly love, gifts and greeting cards to bereaved or sick and shut-in brothers.**

Section 5. **Every year in October, the Nominating Committee shall present a list of qualified persons to serve the Brotherhood as officials.**

ARTICLE IX – GIFTS

Section 1. **A gift of “Brotherly Love” not to exceed \$25.00 in value, will be given to each active member upon death of a member of his immediate family (wife, children, mother, father, sister, brother).**

Section 2. **An appropriate greeting card will be delivered by the chairman of the Benevolence Committee to each hospitalized or convalescing member.**

ARTICLE X – AMENDMENTS

Amendments to these by-laws may be recommended in writing by any active member of the Brotherhood Ministry. Such recommendations will be reviewed by the Executive Committee and approved by a majority of the active members present and voting at a scheduled or called meeting.

ARTICLE VI – DUTIES OF OFFICERS

- Section 1. President – It shall be the duty of the President to preside at all meetings, ensure that activities do not conflict with activities and objectives of the Orchard Knob Missionary Baptist Church; appoint committee chairmen; and serve as an ex-officio member of all committees, except the Nominating Committee.**
- Section 2. Vice President – It shall be the duty of the Vice President to preside over all meetings in the absence of the President. The Vice President shall also perform all other duties as assigned by the President.**
- Section 3. Recording Secretary – It shall be the duty of the Recording Secretary to compile and keep an accurate record and to present the same at the scheduled monthly meeting. He shall call the roll at each scheduled meeting of the Brotherhood Ministry.**
- Section 4. Financial Secretary-Treasurer – It shall be the duty of the Financial Secretary-Treasurer to call the roll at each scheduled meeting, to receive and submit to the church Treasurer all funds collected and to keep an accurate record of all finances administered. The Financial Secretary-Treasurer shall also keep and present an up-to-date financial report.**

- Section 5. Chaplain – It shall be the duty of the Chaplain to conduct the devotional service prior to the opening of each scheduled meeting. (Devotion shall consist of a song of praise, an appropriate scriptural reading, and a prayer.)**
- Section 6. Parliamentarian – It shall be the duty of the Parliamentarian to ensure that all scheduled meetings are conducted in accordance with Robert’s Rules of Order.**
- Section 7. The Sergeant-At-Arms shall ensure that order is maintained and invited guests are attended to at all meetings and activities.**

ARTICLE VII – EXECUTIVE COMMITTEE

- Section 1. The Executive Committee shall be composed of the President, Vice President, Recording Secretary, Financial Secretary, and Program Committee Chairman. The President will chair Executive Committee Meetings.**
- Section 2. It shall be the duty of the Executive Committee To plan activities that will accomplish the purpose and objectives stated in Article I, Section 2.**
NOTE: The Brotherhood membership must approve the expenditure of funds and all major activities.

Section 3: Immediately following the election of officers, the incoming Executive Committee shall prepare a calendar of events, and a proposed budget for the forthcoming year.

Section 4. The Executive Committee shall present its recommendations at a scheduled or a called meeting, for adoption by a majority of the members present.

ARTICLE VIII – STANDING COMMITTEES

Section 1. In addition to the Executive Committee, there shall be four other standing committees of at least four members each: Program, Nomination, Membership, and Benevolence. The President shall appoint a chairman for these committees immediately after his installation.

Section 2. The PROGRAM committee shall ensure that the Brotherhood’s scheduled activities are effectively planned and carried out.

Section 3. The MEMBERSHIP committee shall encourage the male members of Orchard Knob to become active members/ participants in the Brotherhood Ministry.

ARTICLE IV – MEETINGS

Section 1. The Brotherhood will hold its scheduled business Meeting on the first Saturday of each month at 9:00 – 10:30 a.m.

Section 2. Special meetings will be called by the President for the purpose of transacting business of an emergency nature only. An attempt will be made to notify all active members of the date, time, and place that such meetings will be held.

ARTICLE V – OFFICERS, ELECTION, TERMS OF OFFICE

Section 1. The officers of the Brotherhood Ministry shall consist of a President, a Vice President, a Recording Secretary, a Financial Secretary, a Chaplain, a Parliamentarian, and Sergeant of Arms.

Section 2. All officers shall be elected by a majority of the active members present on the first Saturday in September. Officers shall be installed at the yearly church installation in January.

Section 3. The terms of office for all officers shall be for one (1) year (January through December). An officer may be elected to serve in the same position for a maximum of two (2) consecutive years.

