

By-laws of  
Carlsbad Bible Church  
Last Revised: 8/5/2024

Adopted May, 14<sup>th</sup>, 2024

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## **ARTICLE I**

### **Location of Offices**

#### **Section 1. Location of Offices**

The name of this Corporation is Carlsbad Bible Church. It is a New Mexico nonprofit religious Corporation with its principal offices in Carlsbad, New Mexico.

## **ARTICLE II**

### **Purpose**

#### **Section 1. Purpose**

This Corporation is organized for exclusively religious purposes (including charitable and eleemosynary purposes common to a pastoral church ministry as defined by Scripture). Our purpose is to glorify God by making disciples who give Jesus Christ the first place in everything. Our commission is summarized as follows: “And Jesus came up and spoke to them, saying, ‘All authority has been given to Me in heaven and on earth. Go therefore and make disciples of all the nations, baptizing them in the name of the Father and the Son and the Holy Spirit, teaching them to observe all that I commanded you; and lo, I am with you always, even to the end of the age’” (Matthew 28:18-20).

## **ARTICLE III**

### **Statement of Faith**

#### **Section 1. Statement of Faith**

The statement of faith of this Corporation was adopted by the Board of Elders on May 14, 2024 and is filed in the office of this Corporation.

#### **Section 2. Amendment**

The statement of faith of this corporation may be amended, supplemented and/or clarified at the direction of the Board of Elders at any time.

## **ARTICLE IV**

### **Corporate Membership**

#### **Section 1. Corporate Members**

The Corporation shall have no members. Any action which would otherwise require approval by a majority of all members shall only require approval of the Board of Elders. All rights which would otherwise vest in the members shall vest in the Board of Elders.

#### **Section 2. Members of the Fellowship**

Nothing contained in Section 1 of this Article shall be construed to limit the right of the Corporation to refer to persons associated with the Corporation as ‘members’ even though such persons are not corporate members, and no such reference in or outside of these Bylaws shall constitute anyone being a member, within the meaning of Section 53 of article 8-11 of the New Mexico Nonprofit Corporation Law. The Corporation may confer by amendment of its Articles or of these Bylaws some or all of the rights of a member, as set forth in the New Mexico Nonprofit

Corporation Law, upon any person or persons who do not have the right to vote for the election of officers or on a disposition of substantially all of the assets of the Corporation or on a merger or on a dissolution or on changes to the Corporation's Articles or Bylaws, but no such person shall be a member within the meaning of said Section 53 of article 8-11.

## **ARTICLE V**

### **Church Membership**

#### **Section 1. Purpose of the Fellowship**

The congregation of Christian believers who have applied for membership and have been duly accepted shall constitute a spiritual body, united for the spiritual purposes set forth in the Article II of these Bylaws.

#### **Section 2. Active Membership**

Active membership in Carlsbad Bible Church of Carlsbad, New Mexico shall be open to all persons who confess Christ as their Lord and Savior and who have been baptized.

#### **Section 3. Voting Privileges**

Membership in this church shall not vest in any member any proprietary rights in the Corporation, but shall only entitle the member to vote at a meeting of the members on those matters that the Board of Elders chooses to submit to the church membership for affirmation. In such cases, voting privileges are restricted to members who are in good standing, who are not under any disciplinary action, and who have passed their sixteenth birthday. Membership shall not be assignable inter vivos by any member nor shall membership vest to any personal representative, heir, or devisee.

#### **Section 4. Applications for Membership**

All requests for membership shall be made to a Pastor or Elder. Upon making such a request, the person shall attend a six week class on membership and be given an application for membership, along with a copy of the Statement of Faith and a copy of the Bylaws. A Pastor or Elder shall meet with the applicant following receipt of the application. Each applicant shall assent to the Statement of Faith, subscribe to the Bylaws, and shall testify publicly before a duly appointed Committee of the Board, per Article VI, Section 17 of these Bylaws, at a regularly held meeting for prospective members.

#### **Section 5. Denial of Membership**

If, upon review of an application for membership or after meeting with a prospective member, the Board of Elders determines that the applicant does not confess Jesus Christ as his or her Lord and Savior, or that there is a lack of evidence of a godly lifestyle, membership shall be denied.

The decision made by the Board shall be final and there shall be no appeal to any court from that decision.

#### **Section 6. Admission of Applicants**

Applicants admitted to membership shall, if possible, present themselves at a worship service designated by the Pastor-Teacher and Board of Elders, at which service such applicants shall publicly affirm their membership commitment and be publicly acknowledged as members.

## **Section 7. Responsibilities of Members**

Members shall seek to exercise their spiritual gifts for the mutual benefit of all the church body and shall submit to the loving rule of the Elders.

## **Section 8. Church Discipline**

- a. The threefold purpose of church discipline is to glorify God by maintaining purity in the local church (1 Corinthians 5:6), to edify believers by deterring sin (1 Timothy 5:20), and to promote the spiritual welfare of the offending believer by calling him or her to return to a biblical standard of doctrine and conduct (Galatians 6:1).
- b. Members of this church and all other professing Christians who regularly attend or fellowship with this church who err in doctrine, or who engage in conduct that violates Scripture as determined by the Board of Elders, shall be subject to church discipline, including dismissal per Matthew 18:15-18. Before such dismissal, however, (1) it shall be the duty of any member of this church who has knowledge of the erring individual's heresy or misconduct to warn and correct such erring individual in private, seeking his or her repentance and restoration. If the erring individual does not heed this warning, then (2) the warning member shall again go to the erring individual, seeking his or her repentance, but accompanied by one or two individuals who shall confirm that the sin has occurred or is continuing to occur, and/or that the erring individual has been appropriately confronted and has refused to repent. If the erring individual still refuses to heed this warning, then (3) it shall be brought to the attention of the Board of Elders (or a duly appointed Committee of the Board, per Article VI, Section 17 of these Bylaws, at the sole discretion of the Board). If the Board of Elders (or a duly appointed Committee of the Board, per Article VI, Section 17 of these Bylaws, at the sole discretion of the Board) determines after thorough investigation in accord with the procedures prescribed by pertinent Scripture, including Matthew 18:15-18, 1 Timothy 5:19, and Titus 3:10 that there is corroborating evidence that the erring individual has sinned or is continuing to sin, that he or she has been appropriately confronted, and that he or she has refused to repent, then the Elders shall inform the church and the congregation thereof at a regularly scheduled worship service in order that the church may call the erring individual to repentance. If the erring individual demonstrates repentance, then notice to that effect may be given at a regularly scheduled worship service. If, however, the erring individual does not repent in response to the church in its collective call to repentance, then (4) he or she shall be publicly dismissed from the fellowship and/or membership of the church at a regularly scheduled worship service. If the erring individual, after such dismissal, heeds the warning, demonstrates repentance, and requests reinstatement before the Board of Elders (or a duly appointed Committee of the Board, per Article VI, Section 17 of these Bylaws, at the sole discretion of the Board), then he or she shall be publicly restored to all the rights, duties, privileges, and responsibilities of fellowship and/or membership.
- c. Notwithstanding the foregoing, the elders in the exercise of their discretion may proceed directly to the third stage of church discipline, (i.e. the informing of the church and the congregation thereof at a regularly scheduled worship service in order that the church may call the erring individual to repentance) and then to the fourth stage of church discipline, (i.e. the dismissal from the fellowship and/or membership of the church) when one or more of the following have occurred; (i) Where the transgression and the refusal to repent have been public, i.e. openly and to the offense of the whole Church (1 Cor.

5:1-5)1; (ii) Where the first and second stages of church discipline have effectively occurred simultaneously; (iii) Where the disciplined party has taught or otherwise disseminated doctrine deemed false or erroneous by the elders, then chosen to disregard the direction and reproof of the elders (Romans 16:17); or (iv) Where the disciplined party has been warned once by the elders, or a duly constituted committee thereof, to cease from factious and divisive conduct and has chosen to disregard that warning (Titus 3:10-11).

- d. The members of this church, and all other professing Christians who regularly attend or fellowship with this church, agree that there shall be no appeal to any court because of the dismissal or because of public statements to the congregation at the third or fourth stages of church discipline. Members who are under discipline by the church, as defined in the previous paragraph, forfeit and waive the right to resign from this church. Resignations from membership are possible only by members who are in good standing and who are not under any disciplinary action.
- e. Separate and apart from the process of church discipline, but subject to the discretion and approval of the elders (or a duly constituted subcommittee thereof), a member, non-member regular attendee, or other individual may be notified that he or she is not to be present upon church premises for such a period of time as is deemed necessary for the safety and well-being of others on church premises. Such required absence may, but need not, be concurrent with church discipline of that person.
- f. Separate and apart from the process of church discipline, but subject to the discretion and approval of the elders (or a duly constituted subcommittee thereof), the names of any members who have not attended a worship service at Carlsbad Bible Church for a period of six months or longer may be removed from the membership rolls.

### **Section 9. Regular Meetings**

A regular annual meeting of the church members shall be held in February of each year. At such regular annual meeting, the members shall consider reports of the affairs of the Corporation, and transact such other business as the Elders determine shall be brought before the meeting, including but not limited to affirmation of the appointments made by the Elders of those who shall serve as Elders and the election of those qualified for the office of Deacons.

### **Section 10. Special Meetings**

Special meetings of the members may be called at any time by order of the Pastor-Teacher or by a quorum of the members of the Board of Elders.

### **Section 11. Notice of Meetings**

Notice of regular meetings shall be given from the pulpit by the Pastor for two successive Sundays prior to the meeting. In addition, thereto, notice shall be published in the regular church bulletin for two successive Sundays prior to such meeting. Notice of special meetings shall be given from the pulpit at least seven (7) days prior to the meeting.

### **Section 12. Quorum**

At all meetings of the members, whether regular, special or adjourned, the members present shall constitute a quorum for the transaction of business.

### **Section 13. Voting Rights**

Those admitted to church membership do not constitute a legislative body, nor do they constitute members of the Corporation, and they cannot vote, pass resolutions binding upon the Corporation, nor shall they have any equity in the real property of the Corporation, or rights to vote on its disposal. Said property of the Corporation is dedicated to religious and charitable purposes as outlined in the Articles of Incorporation.

## **ARTICLE VI** **Elders**

### **Section 1. Powers**

Subject to the limitations of the Articles and these Bylaws and of pertinent restrictions of the Nonprofit Corporation Code of the State of New Mexico, all the activities and affairs of the Corporation shall be exercised by or under the direction of the Board of Elders, who are responsible for shepherding and having oversight of the flock. Without prejudice to such general powers, but subject to these same limitations, it is hereby expressly declared that the Board shall have the following powers in addition to the other powers enumerated by these Bylaws:

- a. To select and remove all the officers, agents, pastors, staff, and employees of the Corporation; prescribe such duties for them consistent with the Scriptures, with law, with the Articles of Incorporation, or with these Bylaws; and fix the terms of their offices and their compensation.
- b. To make such disbursements from the funds and properties of the Corporation as are required to fulfill the purposes of this Corporation as are more fully set out in the Articles of Incorporation, thereof and generally to conduct, manage, and control the activities and affairs of the Corporation and to make such rules and regulations consistent with the Scriptures, with law, with the Articles of Incorporation, or with these Bylaws, as they may deem best.
- c. To adopt, make and use a corporate seal, and to alter the form of such seal from time to time as they may deem best.
- d. To establish policies and practices for the church consistent with the purposes of this Corporation.
- e. To assist the Pastor-Teacher in the administration of the ordinances of baptism and Communion.
- f. To borrow money and incur indebtedness for the purposes of the Corporation and to cause to be executed and delivered, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecations, or other evidences of debt and securities.
- g. To carry on a business and apply any such profit that results from the business activity in which it may legally engage.

### **Section 2. Number of Elders**

In accordance with the provisions of Section 53 of article 8-17 of the New Mexico Nonprofit Religious Corporation Law, the authorized number of directors of the Corporation shall not be less than three (3) until changed by an amendment to these Bylaws.

### **Section 3. Nomination, Selection, and Tenure of Office**

Recommendations to fill the office of Elder may be made by all church members at any time. The proposed nominees will then be reviewed by the Board of Elders for selection. An Elder shall remain in office for an indefinite period of time unless he is found to be physically or mentally incapacitated or spiritually unqualified (according to pertinent Scripture, including 1 Timothy 3:1-7 and Titus 1:5-9).

### **Section 4. Qualifications**

Each member of the Board of Elders must be a member of the church, unless the number of Elders drops below the minimum as defined in Article VI, Section 2, in which case, an interim Elder from outside the membership having the qualifications of an Elder, Article VI, Section 4, may be appointed by the Board for a period of not more than three (3) years or until an Elder from within the church membership is installed, whichever is shorter. Furthermore, each Elder must be ordained and meet the qualifications described in 1 Timothy 3:1-7 and Titus 1:6-9. He shall be:

- a. Blameless as a steward of God; above reproach (1 Timothy 3:2; Titus 1:6-7).
- b. Husband of one wife; a one-woman man (1 Timothy 3:2; Titus 1:6).
- c. Temperate, sober, vigilant (1 Timothy 3:2).
- d. Sober-minded, prudent (1 Timothy 3:2; Titus 1:8).
- e. Of good behavior; orderly, respectable (1 Timothy 3:2).
- f. Given to hospitality (1 Timothy 3:2; Titus 1:8).
- g. Apt to teach; able to teach; he can exhort believers and refute false teaching (1 Timothy 3:2; Titus 1:9).
- h. Not given to wine (1 Timothy 3:3; Titus 1:7).
- i. Not violent; not pugnacious (1 Timothy 3:3, Titus 1:7).
- j. Patient, moderate, forbearing, gentle (1 Timothy 3:3).
- k. Not a brawler; uncontentious; not soon angry or quick-tempered (1 Timothy 3:3; Titus 1:7).
- l. Not covetous; not a lover of money; not greedy of base gain (1 Timothy 3:3, Titus 1:7).
- m. Rules well his own house; his children are faithful, not accused of rebellion to God (1 Timothy 3:4; Titus 1:7).
- n. Not a novice; not a new convert (1 Timothy 3:6).
- o. Has a good report or reputation with outsiders (1 Timothy 3:7).
- p. Not self-willed (Titus 1:7).
- q. A lover of good men and things (Titus 1:8).
- r. Just, fair (Titus 1:8).
- s. Holy, devout (Titus 1:8).
- t. Self-controlled (Titus 1:8).

### **Section 5. Vacancies**

Subject to the provision of Section 53 of article 8-19 of the New Mexico Nonprofit Corporation Law, any Elder may resign effective upon giving written notice to the Chairman of the Board or the Secretary of the Board, unless the notice specifies a later time for the effectiveness of such resignation. If the resignation is to take effect at some future time, a successor may be selected before that time. A vacancy or vacancies in the Board shall be deemed to exist in case of the death, resignation, or removal of any Elder, or if a need exists and the specified limit is not



exceeded. No reduction of the authorized number of Elders shall have the effect of removing any Elder prior to the expiration of the Elder's term of office.

### **Section 6. Removal of Elders**

Any Elder may be removed from office at any regular or special meeting of the Board if he is found to be physically or mentally incapacitated or spiritually unqualified (according to pertinent Scripture, including 1 Timothy 3:1-7 and Titus 1:5-9), after thorough corroborating investigation by the Elders (or a duly appointed Committee of the Board, per Article VI, Section 17 of these Bylaws, at the sole discretion of the Board), in accord with the procedures prescribed by pertinent Scripture, including Matthew 18:15-18 and 1 Timothy 5:19. When an Elder is removed because of sin that is deemed sufficient to disqualify him from shepherding, and if he refuses to repent from that sin, the removal shall be accompanied by a public rebuke, and notice shall be made before the church and the congregation thereof at a regularly-scheduled worship service as prescribed in 1 Timothy 5:20.

### **Section 7. Place of Meetings**

Notwithstanding anything to the contrary provided in these Bylaws, any meeting (whether regular, special, or adjourned) of the Board of Elders of the Corporation may be held at any place within or without the State of New Mexico.

### **Section 8. Regular Meetings**

Regular meetings of the Board shall be held without call or notice on the second Tuesday of each month, unless otherwise modified by the Board.

### **Section 9. Special Meetings**

Special meetings of the Board of Elders may be called at any time by order of the Chairman or the Secretary of the Board of Elders or by a quorum of the members of the Board of Elders.

### **Section 10. Notice of Special Meetings**

In accordance with the provisions of Section 53 of article 8-34 of the New Mexico Nonprofit Religious Corporation Law, special meetings of the Board shall be held upon four day notice by first-class mail or a forty-eight-hour notice given personally or by telephone or other similar means of communication. Any such notice shall be addressed or delivered to each Elder or at such Elder's address as it is shown upon the records of the Corporation or as may have been given to the Corporation by the Elder for such purpose of notice.

### **Section 11. Quorum**

Except as otherwise provided herein, a majority of the Elders currently serving shall constitute a quorum except when a vacancy or vacancies prevents such majority, whereupon a majority of the Elders in office shall constitute a quorum, provided such majority shall constitute either one-third of the authorized number of Elders or at least two Elders, whichever is larger, or unless the authorized number of Elders is only one. A majority of the Elders present, whether or not a quorum is present, may adjourn any meeting to another time and place. Whenever the matter to be considered concerns calling or dismissing a pastor, or buying or selling real estate, a quorum shall consist of not less than two-thirds of the members of the Board.

### **Section 12. Participation in Meetings by Conference Telephone**

Members of the Board may participate in a meeting through use of conference telephone or similar communications equipment, so long as all members participating in such meeting can hear one another.

### **Section 13. Adjournment**

A majority of the Elders present, whether or not a quorum is present, may adjourn any Elders' meeting to another time and place. Notice of the time and place of holding an adjourned meeting need not be given to absent Elders if the time and place be fixed at the meeting adjourned, except as provided in the next sentence. If the meeting is adjourned for more than forty-eight (48) hours, notice of any adjournment to another time or place shall be given prior to the time of the adjourned meeting to the Elders who were not present at the time of the adjournment.

### **Section 14. Action Without Meeting**

Any action required or permitted to be taken by the Board may be taken without a meeting if all members of the Board shall individually or collectively consent in writing to a duly prepared resolution to such action. Such consent or consents shall have the same effect as a unanimous vote of the Board and shall be documented by attaching the signed resolution with the minutes of proceedings of the Board.

### **Section 15. Rights of Inspection**

In accordance with the provisions of Section 53 of article 8-12 of the New Mexico Nonprofit Religious Corporation Law, every Elder shall have the absolute right at any reasonable time to inspect and copy all books, records, and documents of every kind and to inspect the physical properties of the Corporation of which such person is an Elder, for a purpose reasonably related to such person's interest as an Elder.

### **Section 16. Decisions of the Board of Elders**

Decisions shall be reached after prayerful consideration by unanimous vote in a spirit of humility, with each Elder regarding one another before himself.

### **Section 17. Committees**

Committees of the Board may be appointed by resolution passed by a majority of the whole Board. Committees shall be composed of two or more members of the Board and shall have such powers of the Board as may be expressly delegated to it by resolution of the Board of Elders, except with respect to:

- a. The approval of any action for which the New Mexico Nonprofit Corporation Law also requires member's approval (must be approved by the Board as a whole).
- b. The filling of vacancies on the Board or on any committee.
- c. The amendment or repeal of Bylaws or the adoption of new Bylaws.
- d. The amendment or repeal of any resolution of the Board which by its express terms is not so amendable or repeal able.
- e. The appointment of other committees of the Board or the members thereof.
- f. The approval of any self-dealing transaction, as such transactions are defined in section 53 of article 8 of the New Mexico Nonprofit Corporation Law. The Board shall have the power to prescribe the manner in which proceedings of any such committee shall be

conducted. In the absence of any such prescription, such committee shall have the power to prescribe the manner in which its proceedings shall be conducted. Unless the Board or such committee shall otherwise provide, the regular and special meetings and other actions of any such committee shall be governed by the provision of this Article applicable to meetings and actions of the Board. Minutes shall be kept of each meeting of each committee.

### **Section 18. Fees and Compensation**

Elders (as such) shall not receive any stated or fixed salary for their services, however, nothing herein contained shall be construed to preclude any Elders from serving the Corporation in any other capacity and receiving compensation. Any person receiving compensation directly or indirectly from Carlsbad Bible Church shall not be in a position to determine the nature or amount of said compensation.

## **ARTICLE VII**

### **Other Councils and Committees**

#### **Section 1. Councils and Committees**

To promote efficient handling of Board matters, the Board may appoint various councils and committees from within its membership, the staff, and from the church at large. These councils and committees shall perform tasks solely in accordance with the duties and with powers specifically delegated by the Board. The general functions of councils and committees are:

- a. To bring considered recommendations to the Board concerning ministries.
- b. To provide a wider base of counsel to the Elders having the oversight of specific ministries.

All councils and committees shall exist for the period specified by the Board.

#### **Section 2. Deacons**

The Deacons shall consist of members possessing the qualifications described in 1 Timothy 3:8-13 and shall be nominated by members of the church. The Board of Elders will compile and confirm the nominations and submit the names to the members for affirmation at the annual meeting. The Deacons shall serve for a term of two (2) years. The Deacons shall assist the Elders in the shepherding of the saints, assist the Pastor at Communion and baptismal services, aid in the general spiritual care of the church, and perform other duties as assigned by the Board of Elders. A Deacon shall be a man of dignity, not double-tongued, not addicted to much wine, not fond of sordid gain, holding to the mystery of the faith with a clear conscience, first tested and found above reproach.

#### **Section 3. Nomination and Selection**

The nomination and selection of Deacons shall be done in the same manner as for Elders, as set forth in Article VI, section 3 of these Bylaws, except they shall be affirmed at the annual meeting by the members of the church.

#### **Section 4. Vacancies**

In the event any of the above-mentioned office becomes vacant during the period between annual elections, the Board of Elders may fill such vacancy for the unexpired term.

## **ARTICLE VIII**

### **Ordination, Licensing, and Commissioning**

#### **Section 1. Ordination**

Ordination refers to the unanimous recognition by the Board of Elders of a man's call to the ministry, preparation as a shepherd, and qualification to serve. Ordination shall be conferred for life, so long as the man continues to manifest the qualifications of the office.

#### **Section 2. Licensing**

The license is issued by the Board of Elders and is given in recognition of a man's call to that ministry. Its aim is to allow a man to perform the ecclesiastical duties and functions of the church. Licenses will be evaluated and issued on a yearly basis.

#### **Section 3. Commissioning**

When local-church certification is required for ministry where ordination would be unnecessary or inappropriate, a person is commissioned by the Board of Elders to minister. This authorization continues as long as the opportunity to minister remains in effect and as long as the person maintains the qualifications for ministry.

## **ARTICLE IX**

### **The Pastor-Teacher**

#### **Section 1. Election**

The Pastor-Teacher shall be selected by the Board and confirmed by the members of the church at its annual meeting or at a special business meeting, and such confirmation shall be a three-fourths (3/4) majority of all the votes cast. He shall remain in office an indefinite period of time subject to the following reservations: The Elders reserve the right to dismiss the Pastor-Teacher upon giving him one month's written notice of its intention to dismiss. The Pastor-Teacher must give one month's notice if he intends to resign. The time limit of a Pastor-Teacher resignation or dismissal is subject to a lesser time if both the Pastor-Teacher and the church by mutual agreement provide otherwise.

#### **Section 2. Duties**

The Pastor-Teacher shall be an ex officio member of all councils and committees, and he shall be responsible to the Board of Elders. The Pastor-Teacher shall arrange for and conduct all public and regular services of the church and shall be responsible for general oversight of the spiritual welfare of the church. In the absence of the Pastor-Teacher, the Board of Elders (or a duly appointed Committee of the Board, per Article VI, Section 17 of these Bylaws, at the sole discretion of the Board), shall be responsible to arrange for the public and regular services of the church.

## **ARTICLE X**

### **Settlement of Disputes**

#### **Section 1. General**

In any dispute arising between church members, pastors, or staff pertaining to any

matter of spiritual teaching or practices, church finances, or title to property purchased with church contributions, the dispute shall be resolved by the Board of Elders of the church (or a duly appointed Committee of the Board, per Article VI, Section 17 of these Bylaws, at the sole discretion of the Board). A decision shall be reached after prayerful consideration, in a spirit of humility, with each Elder regarding one another before himself and striving to preserve the unity of the Spirit in the bond of peace (Ephesians 4:1-3).

## **ARTICLE XI**

### **Other Provisions**

#### **Section 1. Endorsement of Documents, Contracts**

The Board of Elders, except as in the Bylaws otherwise provided, may authorize any officer or officers, agent or agents, to enter into any contract or execute any instrument in the name of and on behalf of the Corporation. Such authority may be general or confined to specific instances. Unless so authorized by the Board of Elders, no officer, agent or employee shall have any power or authority to bind the Corporation by any contract or agreement, or to pledge its credit, or to render it liable for any purpose or to any amount. Subject to the provisions of applicable law, any note, mortgage, evidence of indebtedness, contract, conveyance, or other instrument in writing and any assignment or endorsement thereof executed or entered into between this Corporation and any other person, when signed jointly by the Chairman, and the Secretary and the Treasurer of this Corporation shall be valid and binding on this Corporation in the absence of actual knowledge on the part of the other person that the signing officers had no authority to execute the same.

#### **Section 2. Representation of Shares of Other Corporations**

The Chairman or any other officer or officers authorized by the Board are each authorized to vote, represent, and exercise on behalf of the Corporation all rights incident to any and all shares of any other corporation or corporations standing in the name of the Corporation. The authority herein granted may be exercised either by any such officer in person or by any other person authorized to do so in proxy or power of attorney duly executed by said officer.

#### **Section 3. Construction and Definitions**

Unless the context otherwise requires, the general provisions, rules of construction and definitions contained in the general provisions of the New Mexico Nonprofit Corporation Law and in the New Mexico Nonprofit Religious Corporation Law shall govern the construction of these Bylaws.

#### **Section 4. Amendments**

These Bylaws may be amended and new and additional Bylaws may be made from time to time at any time by the Board of Elders in the exercise of the power granted to said Board of Elders in these Bylaws.

#### **Section 5. Record of Amendments**

Whenever an amendment or new Bylaw is adopted, it shall be copied in the book of

minutes with the original Bylaws, in the appropriate place. If any Bylaw is repealed, the fact of repeal with the date of the meeting at which the repeal was enacted or written assent was filed shall be stated in said book.

## **ARTICLE XII**

### **Receipt, Investment, and, Disbursement of Funds**

#### **Section 1.**

The Corporation shall receive all monies or other properties transferred to it for the purposes for which the Corporation was formed (as shown by the Articles of Incorporation).

However, nothing contained herein shall require the Board of Elders to accept or receive any money or property of any kind if it shall determine in its discretion that receipt of such money or property is contrary to the expressed purposes of the Corporation as shown by said Articles.

#### **Section 2.**

The Corporation shall hold, manage, and disburse any funds or properties received by it from any source in a manner that is consistent with the expressed purposes of this Corporation.

## **ARTICLE XIII**

### **Corporate Records and Reports**

#### **Section 1. Records**

The Corporation shall maintain adequate and correct accounts, books, and records of its business and properties. All such books, records, and accounts shall be kept at its principal place of business in the State of New Mexico, as fixed by the Board of Elders from time to time.

#### **Section 2. Inspection of Books and Records**

Every Elder shall have the absolute right at any reasonable time to inspect all books, records, documents of every kind, and the physical properties of the Corporation, and also of its subsidiary organizations, if any.

#### **Section 3. Fiscal Year of the Corporation**

The fiscal year of the Corporation shall begin on the first day of January and end on the last day of December in each year.

## **ARTICLE XIV**

### **Dissolution**

#### **Section 1. Dissolution**

Upon dissolution of this Corporation, the Board of Elders shall cause the assets herein to be distributed to another Corporation with purposes similar to that identified in Article II of these Bylaws.

**ARTICLE XV**  
**Miscellaneous Provisions**

**Section 1. Instruments in Writing**

All checks, drafts, demands for money and notes of the Corporation and all written contracts of the Corporation shall be signed by such officer or officers, agent or agents, as the Board of Elders may from time to time by resolution designate.

**ARTICLE XVI**  
**Pension**

**Section 1. Pension**

The Board of Elders shall appoint, as deemed necessary by the Board, a pension and retirement review committee consisting of three or more members, and their findings shall be presented, whenever requested, to the Board of Elders.

**CERTIFICATE**

I, the undersigned, being the Secretary of Carlsbad Bible Church, do hereby certify that the above Bylaws were adopted/revised as the Bylaws hereof on the 14th day of May, 2024, by the Board of Elders of said Corporation in a regularly called meeting on the same date, to wit, the 14th of May, 2024. Said Bylaws are, as of the date of the certification, the duly adopted and existing Bylaws of this Corporation.

In witness whereof, I have hereunto set my hand this 14th day of May 14th, 2024.

Barry Caswell, Secretary