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## TRANSMITTAL LETTER

Department of State  
Division of Corporations  
P. O. Box 6327  
Tallahassee, FL 32314

SUBJECT: Mount Moriah Missionary Baptist Church, INC.  
(PROPOSED CORPORATE NAME - MUST INCLUDE SUFFIX)

Enclosed is an original and one(1) copy of the Articles of Incorporation and a check for :

☐ \$70.00  
Filing Fee

☒ \$78.75  
Filing Fee &  
Certificate of  
Status

☐ \$78.75  
Filing Fee  
& Certified Copy

☐ \$87.50  
Filing Fee,  
Certified Copy  
& Certificate

**ADDITIONAL COPY REQUIRED**

FROM: Gregory L. James  
Name (Printed or typed)

70 Martin Luther King Ave.  
Address

St. Augustine, FL 32084  
City, State & Zip

(904) 669-7480  
Daytime Telephone number

FILED  
STATE ARCHIVE  
JAN 10 2008  
05 JAN -2 PM '08

**NOTE: Please provide the original and one copy of the articles.**

## **Articles of Incorporation**

### **ARTICLE I**

#### **Name**

The name of this assembly shall be **MOUNT MORIAH MISSIONARY BAPTIST CHURCH of HASTINGS INC.**

### **ARTICLE II**

#### **Purpose**

The purpose for which this assembly is formed is; to provide a place of worship for its members and others in attendance, to conduct the same according to the rules, regulations, customs and practices of the Missionary Baptist church; to promote the cause of the Christian religion and the interest of the church at home and abroad; to seek to win lost souls to Christ through preaching, teaching and witnessing of the gospel of Jesus Christ; to receive, manage, hold and dispose of property, real estate and personal of the church as directed by the congregation; to receive, hold and disburse gifts, bequests and funds arising from other sources and the further doing of any and all things necessary or incident to any thereof.

### **ARTICLE III**

#### **Church Policy**

This church shall be identified as having a democratic or congregational form of government, independent of all religious bodies, with the sovereign power and authority invested solely in the membership of this congregation.

### **ARTICLE IV**

#### **Doctrine**

We accept the Bible as God's Word to man and that it is the only sufficient authority as the rule of doctrine and practice. It is further expressed in the ARTICLES of FAITH and the CHURCH COVENANT.

### **ARTICLE V**

#### **Ordinances**

The two ordinances of this church are (1) Baptism by immersion of one confessing Jesus Christ as their Personal Savior and (2) the Lord's Supper, and shall be observed in that order.

## **ARTICLE VI**

### **Membership**

#### **Section 1.**

The membership of this church shall consist of Active and Inactive members.

#### **Section 2.**

Active members – are considered those who attend and contribute on a regular basis within a three (3) month or 90 day period and who are known to abide by the By-Laws, Rules and Regulations of this church.

#### **Section 3.**

Inactive members – are those who fail to attend and give any contribution to the church within a three (3) month or 90 day period. They shall not have the right to hold office or the right to vote. They shall be placed on an inactive list and are subject to be disciplined and taken off the church roll by a motion and second and approval by the congregation.

#### **Section 4.**

The Pastor and Deacons shall constitute the membership committee and shall recommend to the church the receiving of members, the discipline of members and the dismissal of members.

#### **Section 5.**

If any member desires to prefer charges against another member, including violation of covenant obligations or of immoral, improper or unchristian conduct; such charges must be submitted to the Pastor and Deacons in writing; and must be duly signed by the accuser.

#### **Section 6.**

In the event of differences between members, it is recommended that they be settled personally in accordance with Matthew 18:15, 16.

## **ARTICLE VII**

### **Reception of Members**

Persons may be received into membership of this church in the following manner:

1. By Baptism - Any person who confesses Jesus Christ as Savior and Lord and who is in essential agreement with the doctrine and practice of this church may be received into the fellowship of the congregation following baptism by immersion.
2. By Letter - A person who is in substantial accord with the doctrine and practice of this Church may be received by letter of commendation from any other Baptist Church.
3. By Christian Experience - A person who has formerly been a member of a Baptist Church, and who for some reason cannot receive a letter from his or her former church, but who is in accord with the doctrine and practice of this church may be received upon statement of his or her Christian Experience.
4. By Restoration - Any person who was a member of this church and lost his or her membership for any reason may be restored to membership upon recommendation of the Pastor and Deacons and approval of the church.

## **ARTICLE VIII**

### **Dismissal of Members**

Persons may be dismissed from membership by any of the following methods:

1. By Death
2. By Letter
3. By Exclusion – Suspension.

## **ARTICLE IX**

### **Officers**

Officers of this church shall consist of the following:

1. General Officers: Pastor, Deacons, Deaconesses, Clerk, General Treasurer, Mission, Treasurer, and Superintendent of the Sunday School.
2. Auxiliary Officers: Officers shall consist of presidents of all auxiliaries.

### Section 1

All officers shall be of good, moral, Christian character, dedicated and devoted to the spiritual and material welfare of this church. They shall be faithful in attendance, in giving, and participation both in regular services, and business meetings of the church. In the light of I Timothy 3, the home and family relationship must be considered, as well as individual qualifications.

### Section 2

Officers shall assume office or carry out their duties beginning **January 1<sup>st</sup>** and shall hold office until newly elected officers are installed.

### Section 3

A candidate for the pastorate shall be carefully examined by the Pulpit Committee as to his salvation, Doctrine, Christian Conduct, and call to the ministry. If he has served in the other churches, his ministry there should be explored. He shall be required to state his acceptance of and adherence to the Articles of Faith, Constitution or By-Laws and Covenant of this church.

If he has any differences concerning these documents, he should so state it in writing to the Pulpit Committee.

The Pulpit Committee shall present only one candidate at a time for consideration and vote of the church.

A call to a Pastor shall be extended for an indefinite period and announced from the pulpit for two (2) consecutive Sundays immediately preceding the date of the meeting. A **majority** vote of those present and voting shall be necessary for a call. Voting shall be by standing. A written call and agreement shall be presented to the prospective Pastor, giving of church-pastoral relationship, including salary, housing and car allowance, insurance, vacations, hospitalization, retirement and any other matters agreed upon by both parties.

The pastor shall continue in office until he resigns or is dismissed by a **majority** vote of those present and voting at a regular and special meeting called for that purpose. Such a meeting shall be announced from the pulpit for two (2) Sundays immediately preceding the date of such a meeting.

The pastor shall give the church not less than thirty days nor more than 90 days notice of his intention to discontinue as pastor. The church shall give the pastor no less than 30 days nor more than 90 days notice of his dismissal. If the church wishes the pastor to leave immediately, the church shall pay the pastor 90 days or three (3) months salary, and all other benefits during that period. If the pastor resigns and wishes to leave immediately, the church shall not be under any obligations to pay. Whatever arrangement has to be made in matters of this nature, it should be consent of both parties.

The Pastor shall have charge of the spiritual and general welfare of the church, he shall preach the gospel, teach the word of God, have charge of worship services, and shall administer the two (2) ordinances of the church, Baptism and the Lord's supper.

The Pastor shall moderate all business meetings of the church. He may designate the chairman of the Deacon Board or any office of the church to moderate the meeting in his absence if he so desires. He shall be ex-officio member of all boards and committees. He shall also be a member of this church if he is to have the right to vote.

Before a pastor can be dismissed, charges in writing should be presented to him by the Deacon Board and he be allowed to answer all charges. The pulpit may be declared vacant by death, resignation, by failing to give satisfactory service, and unchristian conduct. However, any charges of the above must be proven and submitted in writing and signed by the accuser or accusers.

In case of death of a pastor, the church shall, (if the pastor is married) pay his widow his three (3) months salary. If a parsonage is provided, after death of a pastor his wife and family should be permitted to occupy the same for at least three (3) months without rent.

#### **Section 4**      **Deacons**

1. The number of deacons shall be as many as deemed necessary to handle the affairs of the church efficiently.
2. They shall be ordained before fulfilling this office.
3. It shall be the duty of the deacons to assist the pastor in promoting the spiritual welfare of the church; to exercise prudent watchcare over the church membership; to assist at baptisms and to supervise the preparation and the distribution of the Lord's Supper.
4. They shall be in charge of the conduct of all auxiliaries.
5. The chairman shall be elected by the church.
6. The deacons shall elect from their members, other officers, as they deem necessary.

#### **Section 5**      **Deaconesses**

##### **A. Duties**

1. To visit the sick and shut-in members.
2. To visit and encourage newcomers in the community.
3. To assist female candidates at the time of Baptism and to assist in the preparation of the Lord's Supper.
4. They shall be elected annually.
5. The chairman shall be elected by the church.
6. The deaconess shall elect from their number, other officers, as they deem necessary.

## **Section 6**

### **Trustees**

1. Trustees shall be elected annually by the church, and their number shall be, as the church deem necessary.
2. They shall be in charge of the church legal papers in the name of the church when a purchase, transfer or sale has been ordered by the authority of the church.
3. They shall be the custodians of the church papers and titles, but can only exercise the power vested in them by vote of the church.
4. They shall be responsible for the care and upkeep of the physical properties of the church, including the hiring and supervision of a custodian.
5. They shall not have authority to sell, lease, give away or dispose of any church property in any manner that exceeds \$200.00 in value, nor mortgage or encumber the same with debt to exceed the amount of \$200.00, except as the church shall approve.

## **Section 7**

### **Church Clerk**

#### **A. Qualifications**

1. The clerk should be orderly and responsible and shall be able to write legibly and record accurately.

#### **B. Duties**

1. The clerk shall keep a record of the membership of admissions, dismissals, and shall also keep record of membership contributions.
2. The clerk shall keep records of all regular, special, and annual meetings.
3. The clerk shall see to it that every family of the church has a copy of the church By-Laws.
4. The clerk shall be responsible for making all church announcements.
5. The clerk is to work in close cooperation with the Pastor in any other assignment.
6. The clerk shall be elected annually.



## **Section 8**

### **Financial Secretary**

#### **A.    The Qualifications**

1.    The Financial Secretary should be orderly and responsible for maintaining the church financial records and for preparing periodic financial reports.

#### **B.    Duties**

1.    The Financial Secretary shall receive, supervise counting and depositing all church offerings according to church policy.
2.    The Financial Secretary shall post receipts and disbursements of all accounts according to the church financial policy.
3.    The Financial Secretary shall post weekly offering to individual accounts; file envelopes.
4.    The Financial Secretary shall prepare financial reports for the church business meetings.
5.    The Financial Secretary shall check and total all invoices when approved; inform responsible persons of their budget expenditures.
6.    The Financial Secretary shall receive and answer queries concerning financial matters; maintain file of invoices, correspondence, and reports.
7.    The Financial Secretary shall prepare and issue checks in accordance to church policy.
8.    The Financial Secretary shall perform other duties as assigned.
9.    The Financial Secretary shall be elected annually.

## **Section 9**

### **Superintendent of Sunday School**

- A.    The superintendent shall have general supervision over the Sunday School, teachers and its officers.
- B.    He or she shall carry out the program established by the church, and shall work closely with the pastor. He or she, along with the pastor, shall appoint all teachers and officers for the Sunday school.

## **ARTICLE X**

### **Meetings**

- A. Public worship services will be held regularly every Sunday.
- B. It shall be the practice of this church to observe the Lord's Supper at least once a month, at which time, the Covenant shall be read.
- C. Regular Meetings
  - 1. Regular meetings of the congregation shall be held quarterly. (At the end of three (3) months).
  - 2. Executive Board or Official Board meetings shall be held monthly. (Five (5) officers shall constitute a quorum).
  - 3. Special meetings of the church may be called at any time by the Pastor. (If the church has no pastor – by the Deacon (official board), providing public announcement is given to the same on the previous Sunday.

- D. Quorum

Nine (9) members present at any regular, special or annual meeting shall constitute a quorum. No action at any meeting should be taken without a quorum.

## **ARTICLE XI**

### **Elections**

- 1. Election of all officers shall be before the first of January.
- 2. The fiscal year of the church shall begin January 1<sup>st</sup>, and shall end December 31<sup>st</sup>.
- 3. Any officer of the church or an auxiliary of the church who neglects, fails, refuses to perform his or her duties, or obstructs or prevents other from performing their duty, (if proven) shall be removed from that office upon recommendation by the Pastor to the church. In absence of the Pastor, they shall be removed upon recommendation by church official board.
- 4. Any elected or appointed officer, who is unable to fulfill his or her duties, shall submit in writing his or her resignation to the church.
- 5. Any vacancy may be filled at once by appointment of the Pastor. (In absence of the Pastor by the deacon board). Person appointed shall hold such office until the next election.

## **ARTICLE XII**

### **Amendments**

These By-Laws of the church may be amended, or revised and new By-laws may be adopted, by 2/3 vote of the member present (quorum – 9 members), at any regular or special meeting called for that purpose, provided that the proposed amendment or revision has been discussed at the previous meeting and publicly stated for two (2) consecutive Sunday's prior to the time of action.

### **Attachment**

The New Church Directory – by "Hiscox" – shall govern matters not covered in the By-Laws of the church; and Robert Rules of Order shall settle all questions of procedures not covered in our rules and regulations. It shall be our Parliamentary Authority.

## **BUSINESS MEETING AGENDA**

- I      Open with Devotion:
  - 1.      Song
  - 2.      Scripture
  - 3.      Prayer
  - 4.      Song
  
- II     Order of Business (Call to order by Pastor or Appointee)
  - 1.      Reading and approval of minutes of previous meeting.
  - 2.      Clerk's report
  - 3.      Treasurer's report
  - 4.      Mission's treasurer's report
  - 5.      Deacon's report
  - 6.      Deaconess' report
  - 7.      Trustee's report
  - 8.      Superintendent of Sunday School report
  - 9.      Youth Department report
  - 10.     Auxiliary reports (Choirs, Usher Board, Home Mission, Missionary Society etc.)
  - 11.     Any Standing or Special Committee reports. (If any)
  - 12.     Unfinished business
  - 13.     Adjournment

**NOTE:**      Any new business should be submitted to the Pastor in writing or personal appearance, before the regular business meeting.

## **THE CHURCH COVENANT**

Having been led, as we believe by the Spirit of God to receive the Lord Jesus Christ as our Saviour, and on the profession of our faith, having been baptized in the name of the Father, and of the Son, and of the Holy Ghost, we do now in the presence of God, angels, and this assembly, most solemnly and joyfully enter into covenant with one another, as one body in Christ.

We engage, therefore, by the aid of the Holy Spirit, to walk together in Christian love; to strive for the advancement of this church in knowledge, holiness, and comfort; to promote its prosperity and spirituality; to sustain its worship, ordinances, discipline, and doctrine; to contribute cheerfully and regularly to the support of the ministry, the expenses of the church, the relief of the poor, and the spread of the gospel through all nations.

We also engage to maintain family and secret devotion; to religiously educate our children; to seek the salvation of our kindred and acquaintances; to walk circumspectly in the world; to be just in our dealings, faithful in our engagements and exemplary in our deportment; to avoid all tattling, backbiting, and excessive anger; to abstain from the sale and use of intoxicating drink as a beverage, and to be zealous in the efforts to advance the kingdom of our Saviour.

We further engage to watch over one another in brotherly love; to remember each other in prayer; to aid each other in sickness and distress; to cultivate Christian sympathy in feeling and courtesy in speech; to be slow to take offense, but always ready for reconciliation and mindful of the rules of our Saviour, to secure it without delay.

We moreover engage, that when we remove from this place, we will as soon as possible unite with some other church, where we can carry out the spirit of this covenant and the principles of God's word. And now unto Him, who brought again from the dead, our Lord Jesus, be power and glory forever, Amen.

## CHARTER

**An Act to Incorporate The Mount Moriah Missionary Baptist Church of Hastings INC.  
301 Lodge St., Hastings, Fl 32145**

**March 28, 2005**

**Section 1.** BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF FLORIDA. That Thomas Mitchell Jr., Emanuel Parler Sr., Terrance Smith Sr. and Cynthia Williams, Trustees of the Mount Moriah Missionary Baptist Church of Hastings Inc., and their successors as such, he and they are hereby created a body of politic and corporate, by the name and style of the Trustees of the Mount Moriah Missionary Baptist Church of Hastings Inc., and by that name shall have perpetual succession and a common seal, or may use their individual seals and scrolls, and may sue or be sued, plead or be impleaded in any court of law or equity in the State.

**Section 2.** That when any vacancy in said Board may occur by death, resignation, or otherwise, or other disqualification to act, to be judged of by the Church at a regular business meeting, it shall be competent for the members of said Church to fill such a vacancy or vacancies at any regular business meeting. Said Church shall, also, have power to remove from office any one or more of said Trustees, a majority of all the members present at a regular business meeting concurred therein, and may proceed to fill such vacancy in the manner provided above for filling vacancies: PROVIDED, that no removal or appointment of a Trustee shall take place until notice of such intention has been given at a previous regular business meeting of the Church.

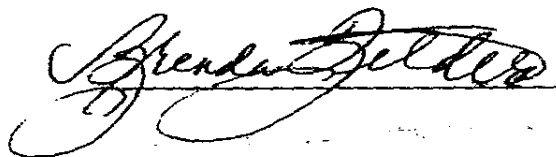
**Section 3.** That the above named Trustee, and their successors, are hereby invested with full power to receive a conveyance of a lot of ground, to be selected by the church in Hastings, Fl, upon which to erect a church edifice, also to purchase and receive title to other ground for the church for a burial ground or other church purposes: but the said lots or parcel of ground shall be held by said Trustees, or their successors for the entire and exclusive use and benefit of the Mount Moriah Missionary Baptist Church of Hastings Inc. or such portion therefore, (should there ever be a schism) as adhere, to the articles of faith as now held by the Church, forever.

**Section 4.** That said Trustees, or their successors, shall have and they are hereby vested with power to sell and convey the title which they hold, or may hereafter hold, in trust for said Church, in any lot or piece of ground whenever and whom the said Church shall direct, at a regular business meeting; or may make such other disposition of the same as said Church may order, notice having been given at a previous meeting of such intended sale or disposition, and not otherwise, and to do and perform all acts common to limited corporations not to conflict with the laws of this State.

## ARTICLE OF FAITH

March 28, 2005

- First.** We believe that the Scriptures of the Old and New Testament were written by men divinely inspired and that they are the only infallible rule of Faith and Practice.
- Second.** That there is only one true and living God, revealed to us as the Father. Son and the Holy Spirit, the same in essence and equal in every divine perfection.
- Third.** That man was created holy, innocent, and happy, but by the disobedience of one man sin entered into the world, and death by sin, so death passed upon all men for that all have sinned.
- Fourth.** That the only way of salvation is by grace through faith in the atonement and righteousness of Jesus Christ.
- Fifth.** That it is the duty of all men to repent and believe on the Lord Jesus Christ.
- Sixth.** That nothing can separate true believers from the love of God, but that they will be kept by His power through faith unto salvation.
- Seventh.** That Christian Baptism is administered only by the immersion of believers in water in the name of the father, the son and the Holy Spirit, and that immersed believers only are entitled to partake of the Lord's Supper.
- Eighth.** That there will be a general resurrection of the dead, and a general judgment when all mankind will be judged according to their deeds, that the wicked shall go away into everlasting punishment, but the righteous into life eternal.
- Ninth.** That the Christian ministry is a divinely appointed means for the spread of the Gospel throughout the world, and that it is the duty of all Christians according to ability to contribute to its support.

 Clerk

Articles of Incorporation  
In Compliance with Chapter 617, F.S., (Not for Profit)

.....  
*Having been named as registered agent to accept service of process for the above stated corporation at the place designated in this certificate, I am familiar with and accept the appointment as registered agent and agree to act in this capacity.*

Gregory L. James  
70 Martin Luther King Ave.  
St. Augustine, FL 32084

Gregory L. James  
Signature/Registered Agent

August 1, 2005  
Date

Emanuel Parler Sr.  
301 Lodge St.  
Hastings, FL 32145

Emanuel Parler  
Signature/Incorporator

August 1, 2005  
Date

FILED  
SECRETARY OF STATE  
DIVISION OF CORPORATIONS  
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