



*Utah-Idaho  
Southern Baptist  
Convention*

**BYLAWS**

Effective October 2022

**BY-LAWS**  
**UTAH-IDAHO SOUTHERN BAPTIST CONVENTION**

**ARTICLE I – RULES**

Section 1. The rules of order for the Convention shall be those given in *Robert's Rules of Order, Newly Revised, 12<sup>th</sup> Edition* or its most recent succeeding edition.

Section 2. Visitors attending the Convention, who are members of cooperating churches, may be allowed all privileges of the Meeting except to make motion and to vote.

Section 3. One third (1/3) of the seated messengers shall constitute a quorum.

Section 4. Members of the Executive Board shall attend at least one out of two meetings unless providentially hindered and, in such cases, notice shall be given to the Board. Two successive absences without notification shall give the Board the right to appoint a new member to replace the absent one to serve until the next Annual Meeting of the Convention.

Section 5. In extreme circumstances, and at the discretion of the Executive Board, alternative means of voting and participation may be used to overcome logistical, natural, or catastrophic hindrances to member churches in order to allow their approved messengers to participate in the Annual Meeting. If alternative means are approved by the Executive Board, clear instructions for their use by church messengers shall be provided to all member churches no fewer than 30 days before the Annual Meeting.

**Revised 10/2020**

**ARTICLE II – COMMITTEES**

Section 1. The newly-elected president and the first and second vice-presidents shall serve as a committee on committees and shall annually appoint the following committees in time to have the names of each committee's members included in the Convention Annual.

- (a) A committee on nominations, of not less than five members, exclusive of current Executive Board members, charged with the responsibility of selecting nominees for the Executive Board.
- (b) A committee on order of business.
- (c) A committee on time, place, and preacher.
- (d) A committee on resolutions.
- (e) A committee on credentials composed of five (5) members shall examine messengers of new churches applying for Convention affiliation and recommend Convention action toward them. When necessary, this committee may be authorized to examine messengers from affiliated churches whose seats are contested and recommend Convention action. Churches desiring affiliation with this Convention shall submit their Petitionary Letter no later than ninety (90) days prior to the Annual Meeting of the Convention.
- (f) A committee on constitution composed of five (5) members who shall study the Convention's Articles of Incorporation, Constitution and By-Laws, and shall receive and review proposed amendments committed to the committee and shall formulate whatever proposed amendments it may consider proper and shall report them to the Convention in the manner prescribed in the Articles of Incorporation, Constitution and By-Laws.
- (g) A teller's committee

Section 2. The Convention, at an Annual Meeting, may approve or modify a statement of guidelines and duties for each of the foregoing committees. Those statements of guidelines and duties shall be deemed to be part of these By-Laws.

The following state the guidelines and duties of the above committees:

## COMMITTEE ON NOMINATIONS

### Responsibilities:

The Committee on Nominations shall consist of at least five members not currently serving on the UISBC Executive Board. They shall select nominees for the Utah-Idaho State Convention Executive Board and nominees for the Utah-Idaho Southern Baptist Foundation and present those nominees to the Convention at the Annual Meeting.

### Guidelines:

All nominees must have resided in the state convention, for at least one (1) year, immediately prior to their nomination.

Those selected for nomination must be active members in their local church, and if possible, their association.

Nominees that are selected should demonstrate some qualities of leadership in their vocational and/or church setting.

Those considered for nomination may be pastors, church staff members, or laity. (See the Constitution Article VI Section 2.) "The Executive Board shall consist of twenty-two (22) members, including the Convention officers. The Convention shall elect eighteen (18) members representing the constituency of the Convention. One-third (1/3) of these members shall be elected at the annual convention for a three (3) year term. After a member shall have served a three (3) year term, the member is eligible to be elected to a second three (3) year term. After the second three (3) year term, one three (3) year term shall elapse before he or she is eligible for re-election. The Convention shall annually elect members to fill all unexpired terms on the Board. (Not more than one (1) person from any given church shall serve on the Board, except that an elected officer of the Convention and serve on the Board concurrently. No person shall be nominated to serve on the Executive Board unless he or she is a member in good standing of a church which is affiliated with the Utah-Idaho Southern Baptist Convention and is giving to world missions through the Cooperative Program). No member of the Board shall hold any remunerative office under the (Southern Baptist) Convention or any of its agencies (with the exception to those receiving Church Growth Assistance and Language Pastoral Assistance).

The Executive Board guidelines strongly support the policy that each geographical area of our convention should be represented on the Board. This does not mean that every association has to have representation. In the event that an association does not have anyone who is qualified to serve, in the opinion of the Committee on Nominations, they do not have an obligation to have a person from THAT association for THAT particular year. Because our churches and ministries serve in the large two-state area of Utah and Idaho, Executive Board membership distribution should be based on geographical considerations and not necessarily associational concerns.

The Committee On Nominations should work from the premise that Executive Board membership is a position of service and labor on behalf of the churches and membership of the UISBC, and not necessarily based on a position of honor. Some potential nominees may possess longevity in the convention, and the respect that goes with the longevity. Those qualities are to be commended in any person; but those qualities alone do not necessarily form a solid basis for selection and nomination. The Committee on Nominations should have at least TWO meetings in order to pray, consider the appropriate nominees, and prepare their report that will be presented to the Convention at the Annual meeting. The Chairman of the Committee On Nominations is charged with the responsibility to call and facilitate the two meetings.

## GUIDELINES FOR THE TIME/PLACE/PREACHER COMMITTEE

### TIME:

The committee shall determine the timing of the Annual Meeting, with historical preference being for a meeting scheduled in the last full week of October.

### PLACE:

Individual churches will request the Convention to use their building, and the committee determines the practicality of the request based on location of the building, auditorium size, and comfort facilities; the availability of adequate display space for a bookstore and materials; simultaneous meeting such as WMU, Women's Ministry, Pastors Conference, and Committee Meetings; and proximity to restaurants. (The convention has rotated between the three largest cities in the convention; namely, Salt Lake City, Idaho Falls, and Boise. This has been largely due to their access to airports and motel/restaurant facilities.)

### PREACHER:

A preacher is selected to preach the convention message. This is normally a pastor who has been in the convention for one year or more, who is a strong Baptist and who is in sympathy with the plans, dreams, and activities of the State Convention.

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## GUIDELINES FOR THE RESOLUTIONS COMMITTEE

Resolutions of courtesy should originate from the Resolutions Committee.

The Resolutions Committee shall consider the appropriateness of each resolution presenting all appropriate resolutions to the Convention at the designated time.

Other than resolutions of courtesy, the Resolutions Committee is under no obligation to present any resolution received from a messenger and/or representative or to initiate resolutions except as exercising their own prerogative as a messenger and representative of their church.

In order to facilitate thorough consideration and to expedite the Committee's work, all proposed resolutions shall:

1. Be submitted to the Committee on Resolutions for review and consideration at least 30 days before the scheduled annual meeting.
2. Be addressed to the Committee on Resolutions in care of the UISBC at its registered mailing or e-mail address (electronic copies are preferred),
3. Be concise, typewritten, titled, and dated,
4. Be accompanied by a letter from a church qualified to send a messenger to the annual meeting of the UISBC certifying that the person submitting the resolution is a member in good standing,
5. Include complete contact information for both the person submitting it, and his or her church.

A proposed resolution:

1. Should be pertinent and relevant to the mission and ministry of the UISBC and its churches and relate specifically to matters which can be addressed locally by the cooperating churches of the UISBC.
2. Should avoid repetition. If a proposed resolution is similar to a previously passed resolution, the new resolution must contain a clear statement on how the proposal is new or different than previous resolutions.
3. Will not be considered which is in any way an attack against any person or entity and the resolution will not contain personal references.
4. Should be positive in nature and seek to build up the cooperating churches of the UISBC.

The Committee on Resolutions shall prepare and submit to each annual meeting of the Convention only such resolutions the Committee recommends for adoption. Such resolutions may be based upon proposals received by the Committee or may originate with the Committee.

For resolution proposals rejected by the Committee, the Committee will contact the presenter and give their reasoning for declining the resolution proposal. Only resolutions recommended by the Committee may be considered by the Convention.

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#### GUIDELINES FOR THE CREDENTIALS COMMITTEE

The Credentials Committee shall examine each petitioning church and their documentation concerning their eligibility for recognition of the seating of its messengers to the Utah-Idaho Southern Baptist Convention.

The petitioning church shall be in agreement with the Constitution of the Utah-Idaho Southern Baptist Convention.

The doctrinal stance of the petitioning church shall be in agreement with the current Baptist Faith and Message.

The Credentials Committee will be responsible for publishing the names of petitioning churches at least thirty (30) days prior to the Annual Meeting.

The Credentials Committee will interview the Director of Missions, moderator of the association, and sponsoring church, if applicable, of the petitioning church.

If there is any proven accusation of doctrinal deviation, said church should not be recommended for recognition by this committee.

All accusations shall be presented to the chairman of this committee at least 45 days before the convening of this committee during the Annual Meeting.

The church shall submit a petitionary letter to the Utah-Idaho Southern Baptist Convention 90 days before the Annual Meeting.

Evidence of mission contributions, with approved church budget and documentation such as church constitution and by-laws, and articles of incorporation shall be in the hands of this committee 45 days before the Annual Meeting.

Application Guidelines for  
Utah-Idaho Southern Baptist Convention  
Membership

Submit a petitionary letter to the Utah-Idaho Southern Baptist Convention.

In addition, the following information shall be in the hands of the credentials committee 45 days before the Annual Meeting.

Evidence of mission contributions

Approved church budget

Church constitution and bylaws

Copy of articles of incorporation

Recommendation letter from the association

This information can be sent to the convention office, P.O. Box 1347, Draper, Utah 84020, and we will in turn send it to the credentials committee.

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## GUIDELINES FOR THE CONSTITUTION COMMITTEE

The Constitution Committee shall:

Review the Convention's existing Articles of Incorporation, Constitution and By-Laws;

Draft and propose amendments to any of the above documents, based on needs revealed by the committee's own review and/or suggestions for amendments from non-committee members which the committee feels are valid and necessary;

Receive and review any proposed amendments and make recommendations to the Convention concerning any proposed amendments. The Committee shall ensure that required notice of any proposed amendments has been given. The committee may not prevent discussion of any amendment which is properly before the Convention, but the committee shall be expected to make a recommendation to the Convention of the necessity for, and the anticipated impact of, any proposed amendment, whether the proposed amendment originated with the committee or not.

Amendment Procedures:

Articles of Incorporation: The Convention is a Utah non-profit corporation; therefore, amendments to the Articles of Incorporation must comply with the amendment procedure in the Articles of Incorporation and also with Utah law governing the amendment of Articles of Incorporation, Utah Code Annotated 1953 #16-6-50, as amended. Current Utah law requires that amendments must, at minimum, be approved by the Executive Board and then presented to the Convention for vote at a regular or special meeting for which messengers are seated. At least ten (10) days' notice must be given of any Convention meeting before the Articles of Incorporation may be amended, and the amendment(s) must be approved by at least two-thirds of the members present and voting.

Constitution: The Convention Constitution, by its own terms, may only be amended at an Annual Meeting of the Convention. Notice of the proposed amendment must be published at least thirty (30)

days prior to the Annual Meeting. Any amendment requires the approval of two-thirds of the seated messengers.

By-Laws: The Convention By-Laws may only be amended at the Annual Meeting of the Convention. Notice of the proposed amendment must be published at least thirty (30) days prior to the Annual Meeting. Any amendment requires the approval of two-thirds of the seated messengers.

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## GUIDELINES FOR THE COMMITTEE ON ORDER OF BUSINESS

This committee functions as the Program Committee to set the order of business for the annual meetings of the Utah-Idaho Southern Baptist Convention. It consists of the convention officers: President, First Vice President, Second Vice President, and Recording Secretary. And, the officers of the Executive Board: Chairman, Vice Chairman, Recording Secretary and the Executive Director/Treasurer of Utah-Idaho Southern Baptist Convention.

## GUIDELINES FOR THE TELLER COMMITTEE

### Responsibilities:

The Teller committee shall be composed of at least four (4) members. They will meet prior to the Annual Meeting to receive instructions, assign tasks, and select a chairperson. The committee will remain active throughout the duration of the meeting. A Chairman shall be selected by the committee members or may be appointed by the Convention President. The committee shall be charged with the following:

Being present during all business sessions.

Counting all votes (ballot, rising, voice, etc.) when the voting is too close for the moderator to declare an obvious result.

Prepare a Teller Sheet and Report for all counted votes.

Assist in the registration and validation of Convention Messengers.

Monitor and provide for the distribution of ballots, program, Book of Reports, Annual, and any other Convention materials that need to be provided to the Messengers.

Other duties as set forth by the presiding officer or the convention messengers.

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## ARTICLE III - AMENDMENTS

Section 1. Amendments to the Articles of Incorporation, after approval by the Executive Board, will be presented to the Convention for approval, as specified in the said Articles of Incorporation. When a special meeting is required for this approval, no less than ten (10) days' notice will be given to the churches of the Convention either in writing, or by whatever means the Executive Board deems reasonable. The notice shall set forth the specific amendments being proposed. Messengers must be seated for this meeting.

Section 2. These By-Laws may be changed or amended at an Annual Meeting of the Convention. Notice of the proposed amendment must be published at least thirty (30) days prior to the Annual Meeting. An amendment requires the approval of two-thirds (2/3) of the seated messengers.

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