

**By-Laws**  
**Third Church of Christ, Scientist -Austin, Texas**  
**Adopted May 7, 2011**

**Article I - Name and Relationship**

This church is Third Church of Christ, Scientist. Our address is 3575 Ranch Road 620 South, Austin, Texas, 78738, and we are organized as a branch of The Mother Church in accordance with the Manual of The Mother Church, The First Church of Christ, Scientist, in Boston, MA (Manual). The Clerk is the authorized agent.

**Article II – Mission, Pastor and Tenets**

Our mission is to promote spiritual growth, healing, and unconditional love based on the teachings of the Bible and the writings of Mary Baker Eddy and to share this healing truth with our community and world.

Our pastor is the Bible and *Science and Health with Key to the Scriptures* by Mary Baker Eddy (*Science and Health*).

Our Tenets are those adopted by The Mother Church as found in *Science and Health* (497:3-27).

**Article III – Activities**

The activities of this church are a means of sharing Christian Science with our community. Church services are conducted on Sunday mornings and Wednesday evenings. We maintain a website and a Reading Room that is open to the public. In accordance with the Manual, we sponsor public lectures. We support Christian Science-based activities in our area.

**Article IV - Membership**

*Qualifications* - An applicant for membership shall (a) be a student of the Bible, *Science and Health with Key to the Scriptures* and other writings by Mary Baker Eddy, (b) abide by the Tenets of The Mother Church and the By-Laws of this Church, (c) be free from the use of drugs, tobacco, and intoxicating drinks, (d) not hold membership in any other church or religious organization except The First Church of Christ, Scientist, in Boston, Massachusetts, (e) have attained the age of twelve (12) years, (f) have attended the services or Sunday School of this Church for at least six months immediately prior to applying for membership. An applicant, if coming from another branch Church of Christ, Scientist, may present a current letter of withdrawal and the attendance requirement will automatically be waived.

*Application and Acceptance Procedures* - All persons desiring to unite with this Church shall complete the application form obtained from the Clerk. The application endorsement shall be by two (2) Members of this Church who are not related by blood or marriage to the applicant. The completed application form shall be returned to the Clerk. Each applicant shall be given a *copy* of the By-Laws of this Church. The Executive Board may elect to interview any applicant directly or the Executive Board may authorize the Membership Committee (convening with no less than three committee members) to interview applicants and make a prompt report back to the Executive Board with its findings. If the Executive Board is satisfied that the applicant meets the qualifications for membership, then the name of the applicant will be recommended for consideration by the Membership by written communication. Members objecting to an applicant must present written objections to the Clerk within two weeks from the date of the recommendation notice. The Clerk shall inform the Executive Board that an objection was submitted. If the Executive Board determines that any objection is valid or significant, the name of the applicant in question shall be removed from the list of recommended applicants. If the objection is found not valid or significant or if there was no objection, the Clerk will inform the

applicant by letter of his acceptance into membership. A new Member shall sign the Church Membership Roll within 30 days of acceptance.

*Duties* – Members shall be dedicated to spiritual growth, seek healing by spiritual means, strive to love unconditionally, actively participate in the activities of this church, provide financial support, abide by these By-Laws, and give non-judgmental and non-critical support to other members.

*Withdrawal* – Members wishing to withdraw their membership shall notify the Clerk in writing. Members who are inactive may be contacted by the Board to determine if help is needed and to confirm their desire to maintain their membership.

#### **Article V – Administration**

*Officers* - Officers are the Readers and members of the Board. No officer shall hold more than one elected position at one time, except as a substitute.

*Readers* – First and Second Readers shall be members of The Mother Church, shall preferably have received primary class instruction, and shall have been a member of a branch church for at least one year. Readers shall be elected to one-year terms at the January business meeting and may serve for up to three years consecutively.

*Board* – The ultimate authority of this church is vested in the members. The members delegate to the Board the authority and responsibility for the administration of the church and for upholding these By-Laws. The Board's actions are subject to review by the members at any business meeting. The Board shall have five members who shall be elected at the annual meeting held in May and serve one-year terms. Board members may be re-elected and serve up to three years consecutively. A quorum of three shall be required to conduct business. No members of the Board shall be of consanguineous or spousal relation.

*Election Procedures* – Procedures for elections of Readers and the Board shall be adopted by the membership as standing rules. Readers and Board members shall advise the Clerk at least 30 days prior to a business meeting when elections are to be held that they are willing to be re-elected for another one-year term (provided such re-election is within the term limits for such office). If so notified, the member's name shall be placed on the ballot as a nominee.

#### **Article VI – Appointments and Spending Limits**

*Appointments* - The Board shall annually appoint a Clerk and a Treasurer (which positions may be combined), Sunday School Superintendent, Assistant Committee on Publications, and chairmen of committees which may be formed from time to time as needed. Sunday School teachers shall be members of The Mother Church and shall have been a member of a branch church for at least one year.

*Spending Limits* - Up to \$1,000 may be expended by the Board for any single purpose or transaction without prior authorization from the membership unless such expenditure is urgently required to protect property whereupon the expenditure shall be ratified by the membership at the next business meeting.

#### **Article VII - Meetings**

*Business meetings* – Meetings are held in January, May, and September on dates determined by the Board. The May meeting is the Annual Meeting. One-fourth of the membership constitutes a quorum. The order of business not covered by these by-laws shall be governed by Robert's Rules of Order-Revised.

*Board* - Meets monthly.

*Special meetings* - May be called at any time by the Board or by 6 members.

*Notices* – The Clerk shall send out written or email notice of business meetings or special meetings at least one week in advance.

*Voting* – A majority vote constitutes approval except pursuant to Article IX.

**Article VIII – Procedures**

Members may adopt procedures including standing rules to facilitate the administration and operations of the church.

**Article IX – Amendment**

These By-Laws may be amended at any business meeting by a 2/3 vote provided that written notice, including the designation of the specific By-Law to be considered, is sent to each member two weeks prior to the meeting.

**Article X – Dissolution**

Upon dissolution of this Church, the final disposition of the Church's assets shall be directed by a vote of the membership at a meeting held for that purpose.