
NOMINATING TEAM

Newington Baptist Church Nominating Policy and Procedures

Article 5 - Board of Directors Section 3-4: To establish governing principles, policies, and determining practices for the Church, including the creation and/or approval and maintenance of policies and procedure manuals, which will contain all controlling policies and procedures governing any and all aspects of the Church's affairs, including, but not limited to, committee task descriptions and policies regarding the handling of funds, use of facilities, and employment policies and practices;

Article 10 Section 1 Church Operation Manual: The Policies and Procedures Manual of Newington Baptist Church will provide more specific and detailed information on how NBC will operate beyond what is covered in the Constitution and Bylaws. The purpose of the Policies and Procedures Manual is to define orderly functional processes, and to protect the Church from financial, criminal, civil, and reputational risks. This Manual should include policies for all Ministries that require particular attention to detail in their processes to reduce risk or increase accountability. The manual will be maintained by the Church Administrative Assistant on the church website and other cloud storage.

Year:	B.O.D. Signature:	Date of Review:
2020	Heather King, Sharon Shelton	2/1/2020, 2/09/2020
2021	No Review due to COVID	
2022	Gerald German	3/29/2022
2023	Gerald German	3/11/2023
2024	Gerald German	1/25/2024
2025	Gerald German	4/25/2025

Policy and Procedures Established 2019
NEWINGTON BAPTIST CHURCH
6169 Main Street, Gloucester, Va. 23061

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The Nominating Committee will nominate people to fill vacancies for regular annual elections. For a regular election, they shall prepare a list of people who have agreed to serve and publish this list at least two (2) weeks prior to the election. Others may add names to the list and nominations shall be accepted from the floor. Any name submitted for nomination must be accepted if the nominated person is a voting member of the congregation. The Nominating Committee shall begin this process no later than September 1 of each year.

Other nominations may be made from the floor if a person has been previously contacted and has agreed to be nominated. The officers are elected by a majority vote of the church.

The Nominating Team is responsible to fill leadership positions that are vacated during the course of the church year. The Nominations will be presented at the next Quarterly Business Meeting for Congregational Approval.