

REEDS MILL CHURCH  
MADRID, MAINE

BYLAWS WRITTEN IN THE YEAR 2022

Following an exhaustive search no earlier bylaws can be located.

It is in the best interest of the church to have bylaws as they can protect the church from potential problems by clearly outlining rules around authority levels, rights, and expectations. A copy of these bylaws will be stored in the safe of the Madrid Historical Society with other church records and another copy kept with the Clerk. If earlier bylaws are ever uncovered, the governing body of Reeds Mill Church may combine both sets in any way deemed acceptable.

Reeds Mill Church, a currently active church, serves as a historical reminder of a congregation who, in 1833, left the Phillips, Maine church in order to start their own in Madrid, Maine. The then members of the church petitioned for the land the church sits on in 1892, receiving a deed for the land in April 1892 from Lewis Reed. The members pooled their resources to build the structure in order to open its doors for services on December 2 of that same year. At the time the deed was filed it was written the church would hold the deed on the land so long as it served as a church, implying the land would return to the owner of the land to the east of the church should it ever cease to serve as a church. This was a common practice in those days. In 2021 it was determined that, after 129 years of serving as a church, the claim in the deed was no longer valid (see *Mildram v. Wells*, 611 2d 84 (1992) – 82 years). An additional 50 feet of land was donated in 2017 by the Bunnell Family, owners of the abutting land, in order to place ownership of all the parking area and the place where the outhouse sits in the hands of the church. The deed for the additional 50 feet was filed in December, 2021.

**MISSION STATEMENT:** To maintain the structure currently known as Reeds Mill Church in order to provide a house of Christian worship in Madrid Township, Maine to all who seek or have chosen Jesus Christ as Lord and Savior.

Article I. NAME The name of the church was originally the Free Baptist Parish of Madrid Maine and is now familiarly known as Reeds Mill Church.

Article II. DENOMINATION At the time of the construction of the church building the denomination was Free Baptist. It is now a non-denominational Christian church.

Article III. MEMBERSHIP At the time of the writing of these bylaws, there is no “membership”. The church is open to all who wish to attend services. “Supporters” of the church are those who attend services and/or financially contribute to the church on a regular basis.

Article IV. ANNUAL MEETING The church shall hold an annual meeting the second Sunday in June, 2:00 in the afternoon at the church unless there is sufficient reason to hold the meeting at another time and/or location, i.e. worship services are held in June. The purpose of the meeting is to hear reports and to act on any business to properly come before said meeting. The Clerk shall provide notice of the annual meeting by posting a flyer on the church door and the Madrid Historical Society (in the kiosk so long as it stands). All interested parties are invited to attend.

Article V. VOTING The Clerk shall make every effort to contact all Trustees when situations of a financial nature arise. Trustees will make every effort to respond in a timely fashion. Financial matters shall be voted upon exclusively by the Trustees and are determined by a majority vote. Voting may take place in person, by telephone, mail, or email. In the event of a tie, the Trustees may ask the Clerk to cast a deciding vote. All non-financial matters brought up at the annual meeting shall be voted on by Supporters of the church in attendance (those who regularly attends services and/or contribute financially) and shall be determined by a majority vote. If an urgent matter arises between

annual meetings that does not require financial attention and sufficient time to call a meeting of the church supporters is deemed impossible, the Clerk may decide how to proceed unless the Clerk feels additional input would be warranted, in which case the Trustees may be called upon to offer input in the matter.

## Article VI. OFFICERS

Section 1: TRUSTEES Trustees are Supporters of the church (regularly attends services and/or contribute financially) who are responsible for deciding on the financial aspects of operating the church. A Supporter of the church will either be invited or can offer their services as a Trustee. Trustees are confirmed at the time of the annual meeting for a three (3) year term. There is no limit to the number of terms a Trustee may hold the office. The terms are staggered so as not to need more than a few new Trustees at one time. There shall be no more than seven (7) and no fewer than three (3) Trustees. The Trustees will signal their interest in continuing for another term in writing, either via email or on paper. A Trustee may resign at any time during their term. A trustee can be asked to resign if they are no longer considered a Supporter of the church. If a Trustee resigns, an interim Trustee may be appointed.

Section 1 a: There shall be a Head Trustee, decided upon by the Trustees. The Head Trustee shall be notified by the Clerk when an expense, other than ordinary and customary (i.e. paper and printer ink for bulletins) needs to be voted on. The Head Trustee is responsible for informing the other trustees and gathering their votes and reporting to the Clerk. The Head Trustee shall supply a report in writing at the time of the annual meeting.

Section 2: CLERK The Clerk is a Supporter of the church and the keeper of all church records and minutes of business meetings. The Clerk is voted into office. There is no term limit. The Clerk may not be a Trustee unless no one else can be found who will fulfill the minimum number of trustees (3). The Clerk will report at the annual meeting the activities for the previous year. The report of these activities in the minutes of the annual meeting shall serve as an annual report from the clerk.

Section 3: TREASURER The Treasurer is a Supporter of the church and responsible for managing/overseeing the finances of the church. The Treasurer is voted in to office. There is no term limit. The Treasurer may not be a trustee unless no one else can be found who will fulfill the minimum number of trustees (3).

Section 4: ASSISTANT TREASURER The Assistant Treasurer is a Supporter of the church, voted into office, and is responsible for assuming the Treasurer's duties when the Treasurer is unable to execute the duties of the office. There is no term limit. The Assistant Treasurer may be a Trustee.

Section 5: WORSHIP COORDINATOR The Worship Coordinator is a Supporter of the church and organizes all aspects of the worship services. The Worship Coordinator may be a Trustee.

Section 6: SEXTON The Sexton is charged with the maintenance of the building including furnaces and the surrounding property including the outhouse. The Sexton may be a Trustee.

## Article VII: WORSHIP SERVICES

Section 1: Worship Services shall be held Sundays in July and August at 2:00 PM in the afternoon. There will also be a Hymn Sing the second Sunday in September at 7:00 PM, a 10:00 service on Thanksgiving morning, and a Candlelight Christmas Service the Sunday before Christmas at 3:00 PM (unless the Sunday before Christmas is Christmas Eve, in which case the service will be held the week prior). Additional worship services are permitted.

Section 1a: Worship Leaders and Organists are invited to lead services by the Worship Coordinator. Worship Leaders may be ordained ministers from any Christian denomination or lay people who profess Jesus Christ as their Lord and Savior. Remuneration for service leaders and organists will be decided upon at the annual meeting.

Section 1b: As additional worship services (i.e. adding services in other months of the year such as June, September, Easter, etc.) would incur expense for speakers/organists the decision to do so will be at the discretion of the Trustees.

Section 2: OTHER SERVICES Weddings, Baptisms, Memorial Services and other commemorative services are permitted. These must be arranged with and approved by the Clerk. The person/group wishing to use the church for other services must complete and return a Facility Use Agreement and provide a \$25 deposit which is returnable if not needed for clean up or repairs. The church will not charge a fee for the use of the building but will accept donations. Someone from the church needs to be present at any pre-event activities (i.e. rehearsal) and during the event (even if just outside the building).

Article VIII: CHURCH RECORDS All church records shall be stored in the safe at the Madrid Historical Society, 1 Schoolhouse Road, Madrid Twp., Maine with the exception of the current year's records which shall be held by the Clerk. The Clerk may wish to keep original deeds and IEN certificate with the current year's records for ease in locating when needed.

Article IX: FISCAL YEAR The Fiscal year begins January 1 and ends December 31. The Treasurer's report at the annual meeting will reflect that time frame from the previous year.

Article X: INSURANCE The church shall maintain adequate insurance coverage, both liability and property, at all times.

Article XI: DISSOLUTION OF THE CHURCH The officers shall determine by a majority vote if a time comes the church can no longer serve as a church. The officers will decide how to dispose of the real estate. They may decide to sell or repurpose within legal limits.

We, the undersigned Trustees of Reeds Mill Church, affirm to be true the adoption of these bylaws during a meeting at the church on June 26, 2022.

Pamela Searles  
Pamela Searles

Naomi Henderson  
Naomi Henderson

Stephen Mitchell  
Stephen Mitchell

Claudia Boucher  
Claudia Boucher

Witnessed by:

Virginia J. Robie  
Virginia Robie, State of Maine Notary  
Commission expires 9/12/25

