

CONSTITUTION AND BY - LAWS

**FIRST BAPTIST CHURCH
HODGENVILLE, KY
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HODGENVILLE, KY 42748
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CONSTITUTION AND BY- LAWS

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**CONSTITUTION AND BY- LAWS
OF THE
FIRST BAPTIST CHURCH**
Hodgenville, Kentucky

(Adopted September 18, 1968)
(Revised April 10, 1974)
(Revised September 17, 1986)
(Revised April 1992)
(Revised, Spring 2001)
(Amended, Oct. 2003; May, 2005)
(Revised, Spring 2007)

PREAMBLE

We do declare and establish this constitution for the more certain preservation and security of the principles of our faith, and to the end that this body may be governed in an orderly manner consistent with the accepted tenets of the Southern Baptist Convention, and for the purpose of preserving the liberties inherent in each individual member of this church and the freedom of action of this body with respect to its relation to other churches of the same faith.

ARTICLE I

NAME, PURPOSE, INCORPORATION

SECTION 1. The name of this body shall be the First Baptist Church of Hodgenville, Kentucky. The official address being 730 Tonieville Rd., Hodgenville, Kentucky 42748, affiliated with the Severns Valley Baptist Association, the Kentucky Baptist Convention, and the Southern Baptist Convention.

SECTION 2. The purpose of this body shall be to maintain a continuing vital Christian relationship with God through Jesus Christ and to bring all persons into this relationship.

SECTION 3. This church shall be incorporated in accordance with the laws of the Commonwealth of Kentucky governing religious bodies, and the handling of property shall be in accordance with such laws.

CONSTITUTION

ARTICLE II

ARTICLES OF FAITH

FIRST - We believe that the Scriptures of the Old and New Testament were written by men who were divinely inspired and that the Scriptures are the only infallible rule of Faith and Practice.

SECOND - There is only one true and living God, revealed to us as the Father, Son and Holy Spirit, the same in essence and equal in every divine perfection.

THIRD - Man was created holy, innocent, and happy, but by the disobedience of one man, Sin and death by Sin entered into the world; so death shall be passed upon all men for all have sinned.

FOURTH – The only way of salvation is by grace through faith in the atonement and righteousness of Jesus Christ.

FIFTH – It is the duty of all men to repent and believe on the Lord Jesus Christ.

SIXTH – Nothing can separate true believers from the love of God for they will be kept by His power through faith unto salvation.

SEVENTH – Christian Baptism is administered only by the immersion of believers in water in the name of the Father, the Son and the Holy Spirit. All believers are entitled to partake of the Lord's Supper.

EIGHTH – 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 eternal life with God.

NINTH – In keeping with divine Scripture, it is the responsibility of every Christian to acknowledge God's ownership of all things by being faithful in giving the tithe and offerings.

TENTH – The Christian ministry is the divinely appointed means for the spread of the gospel throughout the world, and it is the duty of all Christians, according to ability, to contribute to the support of the Christian ministry.

CONSTITUTION

ARTICLE III

CHURCH COVENANT

The covenant that binds this church in fellowship shall be the covenant adopted by the body at the time of its constitution, recorded herewith:

Having been led, as we believe, by the Spirit of God, to receive the Lord Jesus Christ as our Savior, and on the profession of our faith having been baptized in the name of the Father, and of the Son, and of the Holy Spirit, 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 covenant, therefore, by the aid of the Holy Spirit, to walk together in Christian love, to strive for the advancement of His church, in knowledge, holiness and comfort; to promote its prosperity and spirituality through worship and ministry; and to sustain its worship, ordinances, discipline, and doctrines.

We further covenant 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 further covenant to maintain a personal walk with God, to guide our children to do likewise, and to seek the salvation of our family, friends, neighbors, co-workers and all others whom God allows us to relate to and/or influence.

We further covenant to walk circumspectly in the world; to be just in our dealings, faithful in our engagements and exemplary in our deportment.

We further covenant 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 Savior, to secure it without delay.

Finally, we covenant 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.

CONSTITUTION

ARTICLE IV

POLICY AND COOPERATION

SECTION 1. The government of this church shall be the responsibility of the members of the church. It is not to be controlled by any other religious organization but recognizes the need to cooperate and communicate with other Southern Baptist Churches.

SECTION 2. Insofar as is practical, we agree to cooperate with the work of the Severns Valley Baptist Association, the Kentucky Baptist Convention, and the Southern Baptist Convention. Further, we agree to contribute financially and otherwise to the work of Severns Valley Baptist Association, and to support the work of the Kentucky Baptist Convention and the Southern Baptist Convention with regular contributions to the Cooperative Program.

SECTION 3. The church shall indemnify any and all persons who may serve or have served at any time as directors or officers, against any and all expenses, including amounts paid upon judgments, counsel fees, and amounts paid in settlement (before or after suit is commenced) actually and necessarily incurred by such persons in connection with the defense or settlement of any claim, action, suit, or proceeding in which they, or any of them, are made parties, or a party, or which may be asserted against any of them, by reason of being or having been directors or officers or a director or officer of the corporation, except in relation to matters as to which any such director or officer or former director or officer shall be adjudged in any action, suit, or proceeding to be liable for his own negligence or misconduct in the performance of his duties. Such indemnification shall be in addition to any other rights to which those indemnified may be entitled under any law, by law, agreement, or otherwise.

BY-LAWS

ARTICLE I

MEMBERSHIP, TERMINATION, DUTIES

SECTION 1. Any person may come forth as a candidate for membership in this church at any regular or special worship service. Upon affirmation of the members, all such candidates shall be presented for membership at a regular or special business meeting, after baptism or receipt of a letter from a church of similar faith and order.

Members are received in the following ways:

- A.** By a public profession of their faith in Christ and New Testament baptism.
- B.** By promise of a letter from another Baptist Church.
- C.** By statement of a previous baptism and membership in a Baptist church.
- D.** Persons coming from another denomination shall be considered individually with reference to their Christian experience and baptism. It is understood that baptism is by immersion in the name of the Father, Son, and Holy Spirit because the candidate has experienced saving grace.

SECTION 2. This Church shall dismiss a member after presentation at a regular or special business meeting. Removal from the roll for any reason will be done in such a manner that the person's name and other important information will remain a legible part of the permanent record of the church.

Members are dismissed in the following ways:

- A.** By letter of dismissal to another church after a request is made by that church.
- B.** Upon the death of the member.
- C.** By request of a member in writing, to be released from the covenant obligations to this church.
- D.** The church may also terminate a member should there be an offense to the church and to its good name by reason of immoral or unchristian conduct or by persistent breach of his covenant vows. After faithful scriptural efforts have been made to bring such a member to repentance and amendment, and the member thus refused those efforts, due notice of the action to be taken will proceed at the next regular or special business meeting. Termination of membership will require a three-fourths vote of those members attending the meeting.

SECTION 3. The duties and responsibilities of members shall be those as stated in the Church Covenant, which is a part of this Constitution.

BY-LAWS

ARTICLE II

CHURCH OFFICERS, DUTIES AND ELECTIONS COMMITTEES, DUTIES AND ELECTIONS

SECTION 1. CHURCH OFFICERS

The primary officers of the church shall be the Pastors, Deacons, and Trustees. Other officers are Moderator, Clerk, Treasurer/Co-Treasurers, Sunday School Director(s), Adult Discipleship Training Director, Director of Children's Ministries, Women's Missionary Union Director(s), and Brotherhood Director(s). The duties of these officers shall be those common to the office and according to the instruction of the church.

The church shall have such other officers as wisdom and the Holy Spirit may direct as necessary for carrying on the work of the church. The duties of such officers shall be those connected with the offices they fill and according to the instructions of the church.

I. PASTOR

- A.** A pastor shall be chosen and called, upon the recommendation of a Pastor Search Committee, whenever a vacancy occurs.

After the preaching of a trial sermon, election of a pastor shall be by written ballot at a special business meeting held at the beginning of a Sunday morning worship service. Notification of the meeting date and information about the prospective pastor will be mailed to each church member at least one week prior to the meeting date. Using a written ballot, an affirmative vote of 90% or greater of the church members present and voting will be necessary to call. No two ministers will be considered at the same business meeting. The prospective pastor will be notified immediately of the ballot results for his consideration.

As an integral part of the pastor's job description the tasks of the pastor shall include:

1. Leading the church to function as a New Testament church.
2. Performing pastoral responsibilities in worship and church functions.
3. Being responsible for the overall welfare of the church.
4. Stimulating church growth through a strong visitation and outreach program.
5. Promoting church participation in the Severns Valley Association, Kentucky Baptist Convention activities, and the Southern Baptist Convention.

The Personnel Committee shall be responsible for an annual review and, in collaboration with the Stewardship Committee, recommend matters concerning salary, benefits, vacation, and other areas of pastoral service, such as revivals, conferences, and conventions with consideration given to church approved Personnel Policies.

- B.** The pastor shall serve until the relationship is terminated by his request or the church's request.

At least a 30-day written notice shall be given if and when the termination of the relationship is desired by either party. The church may dismiss the pastor from all duties provided he is found guilty of conduct unbecoming a minister of the Gospel of Jesus Christ, or for heresy in his preaching, which the church shall consider detrimental to its well being and progress; or for any other reason which shall hinder or impede the progress of the church or dishonor its good name and bring the name of Christ into disrepute. If such an action is found necessary by the church, after recommendation by the deacons, notice in writing announcing a date, shall be received by each church member at least 7 days prior to a vote at a special business meeting on a Sunday morning. With 25% of the total church membership present as a quorum, a simple majority vote (51%) of the church members present and voting by written ballot shall be required to terminate the relationship.

Upon retirement, the pastor will receive a gift of 5% of his salary if his years of service with this church are five (5) years and up with a maximum of \$5,000. The gift applies only to retirement, not an involuntary termination of employment. It does not apply to a voluntary termination of employment to pursue another position (pastoral or otherwise in a full- or part-time capacity).

- C.** Upon the declaration of the vacancy of the office of pastor, a Pastor Search Committee will be elected.

The Pastor Search Committee will be nominated and presented to the church at a special business meeting on a Sunday morning. One week's notice must be given before that meeting may take place. The Pastor Search Committee will include chairpersons from the Deacon Body (or his designee from the Deacon Body). The Pastor Search Committee will also include chairpersons (or a committee representative) from the Personnel and Stewardship committees. A vote will not be required for these chairpersons. At the special business meeting on a Sunday morning, the Committee on Committees will nominate members to serve on the Pastor Search Committee after accepting suggestions, giving the membership adequate time to submit names for consideration within an announced and published time frame. It will be the responsibility of the Committee on Committees to contact those persons whose names have been submitted before placing names on a ballot. The ballot will consist of all those persons who would be willing to serve. These names will be published in the Link at least one week in advance of the vote. These names shall also be listed in the bulletin that is prepared for the Sunday morning of the vote. Church members who are present will vote for six (6) names, giving special consideration to a broad representation of the church membership. The six names receiving the most votes will become members of the Pastor Search Committee along with the above mentioned deacon chairperson(s) and committee chairpersons (or the representatives from the respective committees). The deacon chairperson(s) will serve as Pastor Search Committee chairperson until a member of the

committee is elected.

No individual may serve on two search committees at the same time.

The Pastor Search Committee, in collaboration with the Deacon Body, Personnel Committee, and Stewardship Committee, will have the responsibility and authority to negotiate a salary package, including benefits and incidentals, with prospective Pastoral candidates. However, all such negotiations are subject to the church's approval and/or amendment at the time of voting to extend a call to that candidate.

The Deacon Body will be responsible for seeking persons to fill the pulpit on a weekly or interim pastor basis to allow the Pastor Search Committee the opportunity to devote time to the responsibility of obtaining a full time pastor.

II. CHURCH STAFF

This church shall call or employ such ministerial staff and other staff personnel as the church may require. The Personnel Policy and job descriptions for any such position shall be reviewed annually by the Personnel Committee and approved by the church at the November business meeting. Any additional changes must be approved by the church at a regular or special called business meeting. The Personnel Policy as approved by the church for any and all positions, shall be kept as a permanent record of the church in the church office under administrative policies. Each job description states with specificity, the person(s) and/or committee(s) to whom the employee shall be directly accountable.

A. Ministerial staff

1. Ministerial staff shall be approved for employment at a special business meeting held at the beginning of a Sunday worship service. Notification of the meeting date and information about the prospective ministerial staff member will be mailed to each church member at least one week prior to the meeting date. Using written ballots, an affirmative vote of 90% or greater of the church members present and voting will be necessary to extend the call. No two ministerial staff candidates will be considered at the same business meeting. The prospective ministerial staff member will be notified immediately of the ballot results for his consideration.
2. The Personnel Committee shall be responsible for an annual review and, in collaboration with the Stewardship Committee, recommend matters concerning salary, benefits, vacation, and other areas of pastoral service, such as revivals, conferences, conventions, etc.
3. Termination of Ministerial staff at the request of the church or ministerial staff person shall require no less than two weeks' written notice.

The church may dismiss a minister from all duties when found guilty of conduct unbecoming a minister of the Gospel of Christ, heresy in teaching so as to be detrimental to well-being and progress, or for any other reason determined by the Church to hinder or impede the progress of the Church, dishonor the Church's good name or bring the name of Christ into disrepute. Should the deacons or pastor determine such action to be necessary, they shall cause notice in writing to be sent to

each church member at least seven (7) days prior to the scheduled vote. The notice shall include the date and time of the vote at a special business meeting on a Sunday morning. With 25% of the total church membership present as a quorum, a simple majority vote (51%) of the church members present and voting by written ballot shall be required to approve the termination.

4. The Search Committees for part- or full-time Music, Youth, and Children's Ministers will be nominated and presented to the church at a special business meeting on a Sunday morning. One week's notice must be given before that meeting may take place. These Search Committees will include the chairperson(s) from the Deacon Body (or his designee from the Deacon Body). These Search Committees will also include chairpersons (or a representative from the respective committee) from the Personnel and Stewardship committees, as well as committee chairpersons (or a representative) from the appropriate committee (music, youth, or children). A vote will not be required for these chairpersons (or representatives). At a special called business meeting on a Sunday morning, the Committee on Committees will nominate members to serve on these Search Committees after accepting suggestions, giving the membership adequate time to submit names for consideration within an announced and published time frame. It will be the responsibility of the Committee on Committees to contact those persons whose names have been submitted before placing names on a ballot. The ballot will consist of all those persons who would be willing to serve. These names will be published in the Link at least one week in advance of the vote. These names shall also be listed in the bulletin that is prepared for the Sunday morning vote. Church members who are present will vote as follows:
 - a. Five (5) names for Music Search Committee
 - b. Four (4) names for Youth Search Committee
 - i. NOTE: One (1) youth member will be designated by the Youth Committee to be a member of the Youth Search Committee and will not require an election by the church at large
 - c. Five (5) names for Children's Search Committee

Church members should give special consideration to a broad representation of the church membership. The names receiving the most votes will become members of the particular Search Committee needed at the time, along with the above mentioned members not requiring a vote. The Deacon Chairperson(s) (or his designee from the Deacon Body) will serve as chairperson for these Search Committees until a member of the committee is elected.

These Search Committees, in collaboration with the Deacon Body, Personnel, and Stewardship Committees, will have the responsibility and authority to negotiate a salary package, including benefits and incidentals, with prospective candidates. However, all such negotiations are subject to the church's approval and/or amendment at the time of voting to extend a call to that candidate.

The Music, Youth, and Children's Committees (not the Search Committee) will be responsible for seeking persons to fill the respective positions on an interim basis while the respective search committee

devotes time to the responsibility of obtaining part- or full-time staff.

No individual may serve on any two search committees at the same time.

B. Non-ministerial staff

1. All non-ministerial staff shall be recommended by the personnel committee and employed by a majority vote of the church members present and voting at the time the recommendation is presented.
2. Termination of non-ministerial staff shall be at the discretion of the Personnel Committee, requiring no less than two weeks' written notice. If dismissal for cause has been determined, the Personnel Committee shall have the discretion to determine salary compensation during the two-week notice block of time.

III. THE DEACONS

- A.** The office of deacon is a calling to special service by God and the local church. The number of active deacons shall be twelve (12) plus one (1) for each one hundred (100) members or major fraction thereof. A deacon must be qualified for election by meeting spiritual requirements and shall practice Biblical stewardship of life and money. Candidates for deacon must have been members of the church for at least one year prior to election and an active deacon is ineligible for re-election for one year after the expiration of his term.
- B.** The Church shall use the rotating system of election of deacons and each deacon elected shall serve a three-year term. One-third of the requisite number of deacons shall be elected each year.
- C.** Election of deacons shall be accomplished as follows:

The Deacon Screening Committee shall be nominated by the Committee on Committees and elected by the membership no later than September of each year. The screening committee shall include the current deacon chairman, two other deacons in active service and four members at large giving special consideration to a broad representation of the church membership. This committee will accept nominations or suggestions for deacon from the church membership, giving the membership adequate time to submit names for consideration within an announced and published time frame.

The screening committee shall determine that each candidate submitted is qualified and eligible for service, and, will then, prayerfully consider each candidate.

By a method to be determined by the committee at its first meeting, the committee shall select the number of candidates required to fill vacancies created by the expiration of a term. Candidates should be requested to prayerfully consider service. Any other vacancy created on the deacon body with an un-expired term of one year or more shall be filled by the same method upon notice from the deacon chairperson. A deacon elected to fill an un-expired term of one year or more shall be ineligible for re-election for one year after the expiration of that term.

The deacon screening committee shall present a list of candidates equal to the number of vacancies to the church for election by printed ballot no later than November of each year in order to prepare for deacon ordination. Those candidates receiving an affirmation from a majority of the church members present and voting shall serve a three-year term to begin January 1 of the ensuing year.

The task of the deacon is to assist the pastor in performing pastoral responsibilities, zealously guard the unity of the spirit within the church and in the bonds of peace. A deacon shall serve as counsel for advice, conferring with the pastor in all matters pertaining to the welfare and work of the church. Together with the pastor, the deacon body shall consider and formulate plans for the constant effort and progress of the church as they pertain to the saving of souls, the development of Christians, and the extension and growth of the Kingdom of God.

IV. TRUSTEES

- A.** The number of trustees shall be six, or as many as the church deems necessary, or as many as required by the laws of the Commonwealth of Kentucky. The trustees shall, from among themselves, elect officers of President, Vice-President, and Secretary-Treasurer.

Two trustees shall be nominated each year for a three-year term of service by the Committee on Committees and shall be elected by the church. After serving a term of three years, no trustee shall be eligible for re-election until the lapse of one year.

- B.** Trustees shall carry out the will of the church by acting as the legal and corporate representatives of the church property and/or physical equipment.

- C.** Trustees shall:

1. Hold in trust the property of the church. Any action regarding church property must be presented to and approved by the trustees who may elect one or more committee members to sign any and all documents involving the sale, mortgage, purchase, or rental of property and/or other legal documents regarding the church property and/or physical equipment.
2. Secure bids for insurance of church buildings and properties.
3. Be responsible for the IMMEDIATE sale of any stocks, bonds, and securities given to the church as a gift.
4. Initiate an annual audit of the church financial records and report to the church at the conclusion of the audit process.
5. Have no power to buy, sell, mortgage, lease, or transfer any property without a specific vote of the church authorizing such action.

SECTION 2. COMMITTEES

The church shall have such standing, long-standing, and general committees as will be found helpful in distributing responsibilities and getting the work of the church accomplished. New committees will be established as directed by vote of the membership at a regular business meeting. All ex-officio members shall act as messengers for their committee and shall have no vote in committees of which they are not an elected member. All church committee members shall be recommended by the Committee on Committees and elected by the church. Only members of the church will be eligible to hold a committee position. No two members of the same family (see Addendum B: General Definitions, Family) and no staff member or a staff member's spouse shall serve on the following committees: Local Missions, Personnel, Stewardship, Scholarship, Constitution and By-laws, Benevolence, Long-Range Planning, and any Search Committee. No individual may serve on any two search committees at the same time. All committees shall maintain minutes of record for each meeting and file a copy in the church office.

A. STANDING COMMITTEES

1. Committee on Committees

The Committee on Committees shall be made up of five church members elected in the July business meeting. These members shall then elect a chairperson.

The committee shall serve as a nominating committee for the following church officers/positions: Clerk, Assistant Clerk, Treasurer/Co-Treasurers (as applicable), Assistant Treasurer, Moderator, Assistant Moderator, Head Usher, Assistant Head Usher, Trustees, Parliamentarian, Assistant Parliamentarian, Vacation Bible School Director(s), Nursing Home Director(s), Assistant Pianist(s), and the Executive Board Member to the Severns Valley Association (see Addendum B: General Definitions). This committee shall also nominate church members to fill positions on all church committees except as herein after provided.

The Committee on Committees will nominate members for the Deacon Screening Committee (see By-laws, Article II, Section I, Part III, C), which will be elected by the church members at the September business meeting of each year.

The Committee on Committees shall recommend the election of members for all other committees and church officers for which they are responsible no later than the November business meeting. Vacancies that occur during the year shall be filled by recommendation for election to the church at a regular business meeting.

Persons elected to the offices and committees referred to above will begin their term January 1st.

The Committee on Committees will be responsible for scheduling a meeting of all committees on Sunday night in the month of January each year. It will be the responsibility of the Committee on Committees to prepare committee folder information for each committee. Each committee will be directed to elect officers and review the committee's purpose, duties, and procedures. The officer information and any revisions will be given to the church office, as well as any minutes of subsequent meetings.

The members of the Committee on Committees will serve a one-year term and may not be re-elected until a period of one year has elapsed. Persons may not serve on the Committee on Committees and the Nominating Committee concurrently.

2. Nominating Committee

The Nominating Committee of five church members shall be elected in the November business meeting.

The Nominating Committee shall nominate the following: Sunday School Director(s), Outreach Director(s), Women's Missionary Director(s) and Brotherhood Director(s), and Adult Discipleship Director(s). Upon election by the church at a regular business meeting, those directors shall assist the nominating committee, as requested.

This committee shall nominate all officers, teachers and workers for the Sunday School, outreach, Women's Missionary Union, Brotherhood, and any such other officers as may be necessary.

The Nominating Committee's complete report shall be submitted at the July business meeting. Vacancies that occur during the year shall be filled by recommendation from the Nominating Committee to the church at a regular business meeting.

The members of the Nominating Committee shall serve a one-year term from January to December and may not be re-elected until a period of one year has elapsed. Persons may not serve on the Committee on Committees and the Nominating Committee concurrently.

3. Deacon Screening Committee (See Deacons, By-laws, Article II, Section 1, Part III, C)

B. LONG-STANDING COMMITTEES

1. Constitution and By-Laws

Purpose: This committee is responsible for reviewing the Constitution and By-laws of the church at least once every five years. Committee members will be nominated by the Committee on Committees in the fall before the fifth-year revision date. The term of service will begin on January 1 of the revision year.

Duties: Meet at the start of the committee year to elect a committee chairperson and provide the church office with that name; meet additional times during the year, as needed; read thoroughly and analyze the church's Constitution and By-laws; make proposed changes available at least ten (10) days before the next business meeting

Procedure: Provide a recent copy of the church's Constitution and By-laws to each committee member; as a committee, review and revise, as needed; during the time before the review year, present proposed changes to the church for discussion and approval at a regular monthly business meeting.

2. Long Range Planning

Purpose: Based on the church's mission of "Loving God...Loving Others", seek and provide guidance to the church and designated committees for future

building and planning in order to meet the spiritual and physical needs of church programs.

Duties: Study the church programs and assess the spiritual and physical needs of each program; investigate growth issues; analyze future uses of the existing land surrounding the church building; develop a plan for building expansion and land use; coordinate discussions with appropriate church committees and staff members; establish appropriate sub-groups based on need; report to the church membership at business meeting.

Procedure: Meet on a regular basis; establish ways to involve the church membership in providing input for discussion; monitor information provided by sub-groups; open discussions with professionals for clarification and expertise; evaluate financial costs of any proposed plan implementation; report regularly to the church body.

C. GENERAL COMMITTEES

Committee members shall begin their term of service on January 1 and shall serve a three-year term with one-third of each committee membership to be nominated each year by the Committee on Committees and elected by the church. Attached hereto is *Addendum A* that explains the current general committees of the church with a description of their purpose, duties, and procedures. By the adoption of this constitution and by-laws, the church acknowledges these committees. However, changes to these general committees and/or their function shall be accomplished by majority vote of the church membership at a regular business meeting upon recommendation from the Committee on Committees.

D. ANNUAL COMMITTEES

The following committees/groups will be elected annually.

1. Messengers

Purpose:

Duties:

Procedure:

BY-LAWS

ARTICLE III

MEETINGS

SECTION 1. Public worship - The regular meetings of the church for public worship shall be on Sunday, morning and evening, and Wednesday evening. Revival services and any other special services essential to the advancement of the church's objectives shall be presented to the church council before being included on the church calendar. The Lord's Supper shall be administered by the Pastor and deacons and shall be observed on a regular basis, but not less than quarterly. Baptism shall be scheduled and administered by the Pastor. Any other ordained minister may administer baptism with the approval of the deacon body.

SECTION 2. Business Meetings - The regular church business meetings will be scheduled on the third Sunday evening of the months of January, March, May, July, September and November. In the event it is necessary to reschedule any meeting, the Pastor and church moderator will make that decision and inform the church of the change during Sunday morning announcements, the bulletin, and the Link. If the church is without a Pastor, the church moderator and the deacon chairperson will make the decision regarding a business meeting date change. Agendas, including any pending motions, for the regular business meeting shall be printed and distributed to the church membership on the Sunday morning the week prior to the scheduled business meeting. Any committee or person who wants to place an item or proposed motion on the agenda must present the item to the church secretary for printing no later than Friday noon prior to the Sunday of distribution. Any new business item that has not been placed on the agenda will not be voted on (unless an emergency situation) but will be referred to the proper church committee for consideration. Minutes from the previous meeting and a monthly financial report will be available to church members at the business meeting. In all matters of business, the deliberation will be governed by the parliamentary rules as set forth in Robert's Rules of Order (Revised). A quorum shall consist of church members who attend the business meeting provided it is a regularly scheduled meeting or one that has been properly called. Questions shall be settled by a majority of those present and voting unless otherwise agreed on by the church or as directed by other by-laws. A written ballot vote is required at the November business meeting to decide the approval/disapproval of the proposed church budget. At any business meeting, any new motion from the floor requiring expenditures shall be tabled and referred to the Stewardship Committee for evaluation and recommendation. The motion will be re-visited at the next regular or special-called business meeting.

SECTION 3. Special Business Meeting - A special business meeting of the church may be called at any time by the pastor or at the request of three deacons serving at that time provided the hour named is the time for regular service of the church. The moderator shall be informed in advance the nature of the business to be conducted. In all matters of business, the deliberation will be governed by the parliamentary rules as set forth in Robert's Rules of Order (Revised). Voting shall proceed as in a regular business meeting. A quorum shall consist of church members who attend the special business meeting provided it is a meeting that has been properly called. Questions shall be settled by a majority of those present and voting unless otherwise agreed on by the church or as directed by other by-laws. Any new motion from the floor requiring expenditures shall be tabled and referred to the Stewardship Committee for evaluation and recommendation. The motion will be re-visited at the next regular or special-called business meeting. (See above information regarding any other new motion.)

BY-LAWS

ARTICLE IV

THE CHURCH COUNCIL

SECTION 1. A Church Council, advisory in nature, shall be established to develop a church calendar, which will correlate and coordinate the activities and organizations of the church. Its main function is to support a ministry which will provide spiritual guidance, teach and train persons toward Christian maturity, and encourage Christian fellowship.

The Council shall be composed of all ministers, organizational heads, officers, and all committee chairpersons or their designees. The pastor, or his designee shall serve as chairman of the council and the committee shall elect its own secretary. All decisions shall be reached through consensus discussion of those attending.

ARTICLE V

AMENDMENTS

SECTION 1. This Constitution and By-Laws may be amended by two-thirds vote of the church members present and voting at a regular or special called business meeting, provided that any new proposals be presented in writing at least ten (10) days in advance of the business meeting.

SECTION 2. This Constitution and By-Laws shall be reviewed at least every five (5) years by a committee elected by the church.

SECTION 3. A copy of this Constitution and By-Laws shall be kept on file in the church office. All amendments or revisions to this Constitution and By-Laws shall be recorded in writing, dated and signed by the Moderator and placed in this file.

SECTION 4. This Constitution and By-Laws supersedes any previous constitution and by-laws and any actions recorded on church minutes that are in contradiction to it.

ADDENDUM A

GENERAL COMMITTEES: PURPOSE, DUTIES, PROCEDURES

1. Baptism

Purpose: Assist the pastor during the performance of Baptism; assist the baptism candidates before, during, and after baptism; provide encouraging support by maintaining a calming influence and assistance with robes, towels, etc., with the understanding that a female committee member shall assist a female baptism candidate and a male committee member shall assist a male baptism candidate

Duties: Meet at the start of the committee year to elect a committee chairperson and provide the church office with that name; review the committee's purpose, duties, and procedures and provide revisions to the church office; request and administer budget expenditures; determine a rotational schedule for committee members to handle the baptism duties; meet additional times during the year, as needed, to review duties, etc.

Procedure: (Church custodian will fill and drain the baptistery.) On day of baptism, meet the Pastor and the baptism candidate(s) at approximately 10:30 AM in the area behind the stage for prayer, changing to robes and taking of photograph; assist candidate in selection of robe; assist candidate in finding the location to change clothes and storing of personal belongings; provide towels for Pastor and candidate; use extra towels to place on floor at entrance to baptistery and to wipe up wet spots on floor after baptism; obtain large plastic garbage bag from custodial closet for collecting wet robes and towels after baptism; collect wet robes and towels; clean up wet spots on floor; turn off lights in baptistery; take wet towels and robes home for washing and return them to the church closet

2. Benevolence

Purpose: Coordinate the securing and distribution of gifts of food, clothing, toys, and other gifts of charity that fall within the responsibility of the church

Duties: Meet at the start of the committee year to elect a committee chairperson and provide the church office with that name; review the committee's purpose, duties, and procedures and provide revisions to the church office; request and administer budget expenditures; assist in maintaining a supply of food; coordinate, when necessary, requests for clothing, toys, and other gifts; assist in giving directions for additional county funds/services; meet additional times during the year, as needed, to review duties, etc.

Procedure:

3. Children

Purpose: Plan children's activities for grades one through six

Duties: Meet at the start of the committee year to elect a committee chairperson and provide the church office with that name; review the committee's purpose, duties, and procedures and provide revisions to the church office; request and administer budget expenditures; meet additional times during the year, as needed; analyze suggestions for children's activities; prepare activities including seeking parental permission information on each participant; chaperone or seek chaperones, as needed

Procedure:

4. Fellowship

Purpose: To assist the church in planning and providing for church dinners, church fellowships, receptions, and fellowship social activities, as needed

Duties: Meet at the start of the committee year to elect a committee chairperson and provide the church office with that name; review the committee's purpose, duties, and procedures and provide revisions to the church office; request and administer budget expenditures; coordinate table set-up, eating and drinking utensils, food storage, other needed items, and preparation areas for each activity; coordinate the serving of food and drinks; coordinate the clean-up following each activity by washing and storing all dishes, wiping tables and counters, and bagging the garbage for removal by the custodian; periodically inspect the kitchen area for cleanliness and neatness; purchase items, as needed; contact the Property and Grounds committee regarding repairs/needs; maintain a supply of disposable eating and drinking utensils; review fellowship activities and kitchen facilities and make improvements, as needed

Procedure: Plan and make necessary preparations for social occasions scheduled at the church while encouraging Christian fellowship

5. Flower

Purpose: To arrange for decorations that will complement and enhance the services of worship; to decorate the vestibule and entries to add seasonal attractiveness with an emphasis on Christmas and Easter; to work with committees that arrange for special church wide social events

Duties: Meet at the start of the committee year to elect a chairperson and provide the church office with that name; review the committee's purpose, duties, and procedures and provide revisions to the church office; request and administer budget expenditures; change altar flowers monthly, or as needed; provide flowers to be used in the Mother's Day service; secure decorations for and help coordinate the Hanging of the Green service; secure flowers for Easter services; dismantle decorations for Easter, Thanksgiving, and Christmas after usage; store decorations that are used on a year-to-year basis; meet on a need-to basis to plan for decoration needs; see that any memorial flowers given to the church take precedence over monthly church arrangements

Procedure: Store arrangements and decorations in the storage closets in front of the youth room; dispose of arrangements and decorations that are no longer usable; arrange with the chairperson for any purchase of flowers and decorations on a need-to basis

6. Hospitality

Purpose: To provide hospitality to visiting leaders and ministry to our families of bereavement

Duties: Meet at the start of the committee year to elect a chairperson and provide the church office with that name; review the committee's purpose, duties, and procedures and provide revisions to the church office; request and administer budget expenditures; serve the ministerial staff and other church leaders as arranged in advance in providing hospitality to persons engaged to provide leadership to our church, e.g. arranging accommodations, meals, transportation for revival or conference leaders; provide ministry to our families (church member, spouse, child, parent) in bereavement by providing a meal at our church on the day of the funeral or food at the funeral home for the family or a condolence call to the family's home; enlist volunteers to provide and prepare food for meals served at the church; as applicable, plan and coordinate with the funeral director and/or family regarding the most appropriate way to minister; coordinate with the church staff, e.g. meals to be served at the church; request and administer a budget allocation; meet annually,

elect officers, and provide this information to the church secretary; schedule informal meetings as needed.

Procedure: Follow guidelines intended to minister, serve, and express the love of Christ with maximum consistency, effectiveness, and efficiency, yet with flexibility.

7. Library

Purpose: To maintain a functioning church library that provides of the spiritual resources for members church

Duties: Meet at the start of the committee year to elect a chairperson and provide the church office with that name; review the committee's purpose, duties, and procedures and provide revisions to the church office; request and administer budget expenditures; purchase, catalog, and display books and materials; promote the use of the library; coordinate the services of the library with the programs of all church organizations; collect and safeguard all previous church records that can be found to maintain an accurate record; keep a current scrapbook of church-wide activities

Procedure:

8. Lincoln Days

Purpose: To discuss ways to mission to our city during the Lincoln Days Celebration each fall

Duties: Meet at the start of the committee year to elect a chairperson and provide the church office with that name; review the committee's purpose, duties, and procedures and provide revisions to the church office; request and administer budget expenditures; survey members of the church for ideas that could be set in place for active church involvement during the annual Lincoln Days celebration; choose an activity and organize the set-up, display, assistance, materials, and dismantling

Procedure:

9. Lord's Supper

Purpose: To assist the pastor in preparing for the observance of the Lord's Supper

Duties: Meet at the start of the committee year to elect a chairperson (a 3rd year committee person due to experience) and provide the church office with that name; review the committee's purpose, duties, and procedures and provide revisions to the church office; request and administer budget expenditures; work with the church pastor to determine dates of the Lord's Supper observance; maintain supplies needed for the Lord's Supper observance; prepare the elements of the Lord's Supper on the scheduled day; return all trays to the kitchen for clean-up after the service; review the need for additional supplies; prepare a budget for the stewardship committee;

Procedure: Upon scheduling of the Lord's Supper, the chairperson shall contact all other members of the committee; purchase any needed supplies; meet in the church kitchen to prepare the trays; set the trays on the altar table before the service; return the trays to the kitchen for clean-up after the service; store the trays properly; inventory supplies for additional purchases

10. Missions

Purpose: To lead the Church in obedience to the Great Commission and other Biblical teachings on missions thereby developing a mission's lifestyle in our members by promoting education, participation in organized missions and mission's ministry, prayer, and giving.

Duties: Meet at the start of the committee year to elect a chairperson and

provide the church office with that name; review the committee's purpose, duties, and procedures; request and administer budget expenditures; recommend mission organizations' leadership; promote and participate in mission ministry, regular and special emphases and awareness of mission opportunities, and leadership training within our church, association, state, and convention; make budget proposals for the Missions of the Church (except Local Benevolence and Baptist Scholarship, which have committees); and likewise assist the mission organizations as needed in budget proposals, and to make recommendations to the church for expenditures from Our Church Missions (Local Missions).

Procedure: Shall meet regularly to pray and plan, and actively fulfill the duties.

Structure: Members of this committee shall be the elected Brotherhood, RA, WMU, and GA Directors and two other church members with special interest in missions. The Pastor shall be ex-officio member.

11. Multi-Media Committee

Purpose: To support the church, its programming, and the community with multi-media presentations which enhance each individual ministry.

Duties: Meet at the start of the committee year to elect a chairperson and provide the church office with that name; review the committee's purpose, duties, and procedures; request and administer budget expenditures; provide sound technician support for all services, programs and special events; provide supplies to support program recordings and enhancement such as batteries, cassette tapes, CD's or video tapes; provide budgeted funds to purchase equipment to support future programming; provide technical support to church network and computer systems; provide support to church web site; meet and make reports to the church as needed;

Procedures: Communicate with church staff to determine requirements and specifications; coordinate supplies through the chairperson

12. Music

Purpose: To assist the Minister of Music in developing and carrying out a music ministry that provides every church member with the opportunity for musical participation in the life and worship of the church

Duties: Meet at the start of the committee year to elect a chairperson and provide the church office with that name; review the committee's purpose, duties, and procedures and provide revisions to the church office; request and administer budget expenditures

Procedure:

13. Nursery

Purpose: To coordinate all activities and programs which touch the lives of preschool children, birth to four years old, with an emphasis on good teaching and learning experiences

Duties: Meet at the start of the committee year to elect a chairperson and provide the church office with that name; review the committee's purpose, duties, and procedures and provide revisions to the church office; request and administer budget expenditures; provide nursery workers and activities for all regular and special services at the church; work with nursery directors to recommend and purchase furnishings and supplies; oversee and maintain cleanliness of the rooms and equipment in the nursery

Procedure:

14. Personnel

Purpose: To assist the Pastor in matters related to employee personnel administration

Duties: Meet at the start of the committee year to elect a chairperson and provide the church office with that name; review the committee's purpose, duties, and procedures and provide revisions to the church office; survey the need for additional church staff positions; prepare and up-date job descriptions for all employed personnel; recruit, interview, and recommend to the church new employed personnel according to established church policy and staff criteria; after an annual review of job performances, report to the Stewardship Committee for a review and recommendation of salary schedules; develop/review and recommend church policies and procedures for employed personnel administration to be approved at the November business meeting

Procedure:

15. Prayer Ministry

Purpose:To assist the ministerial staff and other ministry persons in seeking God's will for the church during focused prayer emphasis.

Duties: Meet at the start of the committee year to elect a chairperson and provide the church office with that name; review the committee purpose, duties, and procedures and provide revisions to the church office; request and administer budget expenditures;

Procedure:

16. Property and Grounds

Purpose: To assist the church in all matters related to the use and upkeep of all church properties. Its work includes: maintain all church properties for ready use; recommend in consultation with other appropriate committees or organizations policies to the church regarding use of properties and equipment; determine needs for maintenance personnel and make recommendations to the personnel committee; determine operational maintenance budget needs and make recommendations to the stewardship committee annually, according to church policy.

Duties: Meet at the start of the committee year to elect a chairperson and provide the church office with that name; review the committee purpose, duties, and procedures and provide revisions to the church office; request and administer budget expenditures; develop and maintain an inventory of all church property and equipment (update annually and place the original copy in the safe); develop and maintain a service record of all operational equipment such as air-conditioning, kitchen, and office; establish and maintain regular inspection of all properties and equipment such as church or parking lots, report and/or take any action necessary; develop and maintain a program of preventive maintenance for all properties, buildings, and equipment such as painting of inside and out, equipment service and/or replacement; develop and recommend, in cooperation with appropriate church leaders, policies for the use of church facilities and equipment such as the use of facilities by outside groups and borrowing of chairs and other equipment by members; inspect and maintain all fire-fighting equipment and exit plans for church members' safety; work with appropriate church staff member(s) concerning any purchase, remodeling or adjustment any equipment or facility; assist the church in acquiring property and developing maintenance budgets for the same; recommend to personnel committee the need for employment and training of maintenance personnel

Procedure:

17. Recreation

Purpose: To provide a program of recreation to be used in our leisure time that will strengthen spiritual bonds and encourage us to higher ethical and moral standards.

Duties: Meet at the start of the committee year to elect a chairperson and provide the church office with that name; review the committee's purpose, duties, and procedures and provide revisions to the church office; request and administer budget expenditures; determine the needs and interests of all the members by means of survey; develop a year round program for all age groups; determine policies governing all phases of recreation; work with Property and Grounds in determining policies for use of the Christian Life Center.

Procedure:

18. Scholarship

Purpose: Administer scholarships provided by the Kentucky Baptist Scholarship Trust Fund

Duties: Meet at the beginning of the committee year to elect a chairperson and provide the church office with that name; review the committee's purpose, duties, and procedures and provide revisions to the church office; provide application and deadline information in the Link and Sunday bulletin; accept and review submitted applications from high school seniors who are members of First Baptist Church to select the recipient of the scholarship

Procedure: Committee meets, reviews, and selects the best-qualified applicant(s). A formal presentation is made to the winner(s) of the scholarship(s) during a Sunday morning service.

19. Singles

Purpose: To seek to identify needs and provide ministry to single adults. Some areas of ministry may be divorce recovery, single parenting, etc.

Duties: Meet at the start of the committee year to elect a chairperson and provide the church office with that name; review the committee's purpose, duties, and procedures and provide the revisions to the church office; request and administer budget expenditures;

Procedure:

20. Stewardship

Purpose: To help church members grow as Christian stewards by developing an understanding of and a commitment to Biblical teachings of stewardship.

Duties: Meet at the start of the committee year to elect a chairperson and provide the church office with that name; review the committee's purpose, duties, and procedures and provide revisions to the church office; develop and recommend methods for using appropriate channels of the church to introduce Biblical stewardship concepts; seek to enhance mission efforts by developing an understanding of a growing commitment to associational missions and mission support through the Cooperative Program; discover ways to plan and support church ministries through budget development, promotion, and commitment; take steps to ensure that sound procedures are used for receiving, counting, safeguarding, and disbursing funds, including the bonding of the Treasurer/Co-Treasurers, Assistant Treasurer and Financial Secretary; plan a stewardship calendar with suggested activities for each month of the year; develop a worthy church budget which will be made available to the membership the first Sunday of November for presentation to the church for formal discussion and adoption by secret ballot vote at the regular November business meeting; lead the church in subscribing to the budget which

comes into effect each January 1; give guidance in following the budget which the church has adopted; recommend for approval any special offerings other than those already approved by the church

Procedure: The Treasurer, Deacon Chairman, and Personnel Chairperson shall be ex-official members of the Stewardship Committee

21. Transportation Ministry

Purpose: To coordinate and administer a bus ministry with the purpose of providing transportation to and from church for regularly scheduled services on Sunday morning, Sunday evening and Wednesday evenings for present or new members, or prospective members who express a need for such transportation in an effort to provide the means for such members to grow in his Christian walk

Duties: Meet at the start of the committee year to elect a chairperson and provide the church office with that name; review the committee's purpose, duties, and procedures and provide revisions to the church office; request and administer budget expenditures; adopt routes and schedules and utilize volunteer drivers, monitors and other help as needed, ensuring that those who drive shall comply with insurance requirements pertaining to the particular type vehicle they are operating; establish rules and regulations for those who utilize the transportation and determine when violations of those rules require suspension of service.

Procedure: The committee shall consist of nine (9) members for three (3) year terms with three members elected each year. The initial committee was chosen for 1-3 year terms and shall rotate off the committee as new members are elected. Members may serve consecutive terms.

22. Video Ministry

Purpose: To act as an outreach to those not physically in attendance by providing video recording of each Sunday morning service for broadcast to local outlets through Severns Valley Baptist Church's facilities and to enhance services by providing video feed use by multimedia projection screens

Duties: Meet at the start of the committee year to elect a chairperson and provide the church office with that name; review the committee's purpose, duties, and procedures and provide revisions to the church office; request and administer budget expenditures; record and edit video of services for TV broadcast using Severns Valley's facilities thus providing recordings for HCTV, Brandenburg Cable and any future cable outlets as possible; provide video signal of services for projection screen display during services; maintain video equipment and recommend changes to the system through appropriate channels; train video operators.

23. Youth

Purpose: To work with the Minister of Youth in the planning, conducting and evaluating of the total youth ministry.

Duties: Meet at the start of the committee year to elect a chairperson and provide the church office of that name; review the committee's purpose, duties, and procedures and provide revisions to the church office; request and administer budget expenditures; meet with the Youth Council and give advice when requested; assist in the planning of the location, space requirements and equipment needed for planned events; assist in making transportation plans for events, assist the Youth Council and Minister of Youth in making an annual calendar in the fall of each year

Procedure:

ADDENDUM B

GENERAL DEFINITIONS

Brotherhood Director – Nominated annually by the Nominating Committee; shall have the oversight of the entire Brotherhood organization.

Clerk – Nominated annually by the Committee on Committees; with the assistance of the church secretary, keep a suitable record of all official actions of the church, preserve on file all communications and written official reports, maintain church records in the church office, report church membership additions and removals at business meetings.

Executive Board Member – Pastor or designee, plus one elected member who represents the church on the Severns Valley Associational Board which meets every other month; represent the church at meetings and report back to the church at the regular monthly business meeting.

Ex-officio – Non-voting member not elected to a specific committee, but because of the position in which he is elected, meets with certain committees to provide input in all decisions.

Family - Father, mother, brother, sister, husband, wife, son, daughter, aunt, uncle, son-in-law, and daughter-in-law

Local Missions – Mission activities/work/trips conducted in the local community, association, and/or state; includes possible funding for church member who participate on a mission trip throughout the world.

Moderator – Nominated annually by the Committee on Committees; serve as presiding officer at all business meetings; sign minutes of all business meeting.

Head Usher – Nominated annually by the Committee on Committees; with the assistance of the church secretary, determine a rotation of those who will assist persons as they arrive for services and those who will participate in the collection of offerings; check to see that appointed ushers are present and seek assistance as needed

Offering – Suitable opportunities for members of the congregation to give money to the budget of the church and/or special circumstances.

Parliamentarian – Nominated annually by the Committee on Committees; attend all business meetings to assist in preserving order and appropriate parliamentary procedures ensuring compliance with the church's constitution and by-laws in all decision making.

Sunday School Director – Nominated annually by the Nominating Committee; have the oversight of the entire Sunday School program; maintain records of attendance and enrollment; order and dispense curriculum materials

Treasurer – Nominated annually by the Committee on Committees; collect and prepare offering to be deposited immediately at the bank; meet with and count the offering with the church secretary on Monday mornings at the bank for deposit

Vacation Bible School Director(s) – Nominated annually by the Nominating Committee; shall recruit workers for VBS; shall have the oversight of VBS planning and implementation

Woman's Missionary Union Director – Nominated annually by the Nominating Committee; shall have the oversight of the entire Women's Missionary organization

ADDENDUM C

THEOLOGICAL DEFINITIONS

Baptism - Baptism is an ordinance of the Lord Jesus, where a believer, is obligated to be immersed in water in the name of the Father, and of the Son, and of the Holy Spirit, as a sign of fellowship with the death and resurrection of Jesus. It is often called Believer's Baptism because it occurs after salvation to one who is already a believer. It is thus a sign of remission of sins, and of giving oneself up to God, to live and walk in newness of life. Believer's baptism is a prerequisite to church membership, and we recognize and accept an individual who has received such baptism through another congregation.

The Bible - The Bible is the word of God composed of the Scriptures of the Old and New Testaments, given by inspiration of God. The Bible is the only sufficient, certain and authoritative rule of all saving knowledge, faith and obedience.

The Church - The Lord Jesus is the Head of the Church, which, as a universal body, is composed of all His true disciples. He has, Himself, promised to build and equip it with all power necessary for its tasks and responsibilities. According to His Commandment, Christians are to associate themselves into particular churches; sharing in worship, fellowship and ministry. Furthermore, He has given needful authority to each of these churches for administering that discipline, order and worship which He hath appointed.

Election - Election is God's eternal choice of all persons who seek Him for everlasting life. That choice is not based on our personal merit or worth. Rather, it is His mercy through Christ. Because of His choice of us and our response, we are called, justified, sanctified and glorified.

Faith - Saving faith is the acceptance of the authority of God as revealed in His word. This means total acceptance of Jesus as the only way to everlasting life. This complete acceptance is brought about in the heart by the Holy Spirit and is accompanied by surrender of our lives to God. Our new self causes us to want to be like Jesus in our daily lives.

The Fall of Man - God originally created Adam and Eve as perfect and free of sin; but, through temptation of Satan, they disobeyed the command of God and fell from the perfect state. All persons since that time have been sinful and have, in their unredeemed state, opposed God and his law. The result of man's fall is that each individual comes under condemnation as soon as that individual reaches an age whereby there is an understanding of the difference between right and wrong, realizes that sin is wrong, and recognizes the sin before God. There is comprehension that salvation is offered by God in and through Jesus Christ; with rejection to the invitation to surrender to His control, thereby refusing to submit to His Lordship as one's personal Savior.

Glorification – Glorification is the act of God whereby He accepts the believer into His presence for all eternity. God will transform the earthly body into a new body in a glorified state of existence. Thus, the believer is delivered from the presence of Sin and all of its deteriorating effects.

God - There is but one God, the Sovereign Creator, Preserver and Ruler of all things, having in and of himself all perfections. He is omnipotent, omniscient, omnipresent and infinite; to Him all creatures owe the highest love, reverence and obedience.

The Judgment - God has determined a day, when all Christians will stand at the judgment seat of Christ and experience a judgment of their lives, words, actions and motivations. God, Himself, will grant rewards to those who were faithful and will accept others into eternity who were born again but lived in such a manner as to forfeit all rewards. Furthermore, God has also determined a day when all the lost will stand at the Great White Throne. There, they will be judged by the Lamb's Book of Life and found guilty. The unsaved shall then be cast into everlasting punishment, the lake of fire, which has been prepared for the Devil and his angels.

Justification - Justification is the act of God whereby He grants full acquittal from the penalty of sin. Justification is God's act toward sinners who believe in Christ, not because of anything done by a person or because it was deserved. Jesus Christ paid the full penalty for our sin so that God would be just and the justifier of the one who has faith in Jesus.

Liberty of Conscience - God alone is the Lord of the conscience. He has left it free from conflicting rules which are contrary to His word, or not found in it. Civil laws are ordained of God; our obedience to them is a part of the work of our conscience, not just from fear of punishment.

The Lord's Day - The Lord's Day is a Christian institution for regular observance on Sunday. All Christians are encouraged to share in public participation of Bible study, fellowship, service, tithing and worship.

The Lord's Supper - The Lord's Supper is an ordinance of Jesus Christ to be administered with the elements representing bread and fruit of the vine symbolizing Christ's body and shed blood. It is to be observed by His churches until the end of the world. It is a symbolic act designed to commemorate His death. It further serves as a renewal of communion with him and with other Christians.

The Mediator - Jesus Christ, the only begotten Son of God, is the divinely appointed mediator between God and Man. Having taken upon Himself human nature, yet without sin, He perfectly fulfilled the law, suffered and died upon the cross for the salvation of sinners. He was buried, and rose again on the third day. He ascended to His Father, at whose right hand He ever lives to make intercession for His people. He is the only Mediator, the Prophet, Priest and King of the Church and He is Sovereign of the entire Universe.

Preservation of the saints - Those whom God has accepted and saved by His Holy Spirit will never totally fall from His grace, but shall retain their salvation. They may fall into sin from neglect or temptation, thus grieving the Spirit, impairing their effectiveness, and bringing disfavor on the church and earthly judgments on themselves. Yet, they shall be renewed by repentance, and therefore be kept by the power of God through faith unto everlasting life.

Providence - God, from the beginning, has ordered or permitted all things to happen. He directs and governs all creation and events. God, while in control, does not approve of sin. He allows each of us free will and gives us responsibility for our own actions.

Regeneration - Regeneration is a change of heart brought by the Holy Spirit who attempts to enlighten each person to their sins and endeavors to bring each mind to a saving knowledge of the Lord Jesus Christ and the word of God. Through this, we are made new and aware of our mission of life and ministry. This is the work of God's free

and special grace.

Repentance - Repentance is an act of God's grace, wherein a person being led by the Holy Spirit is made conscious of the evil of sin. The individual must, in a spirit of humility, turn from sin and strive to walk with and please God in all things.

The Resurrection - The bodies of those who die return to dust but their spirits return immediately to God. Christians enter into rest with him while the unsaved enter into separation from God. At the last day, the bodies of all the dead, both saved and unsaved will be raised and transformed into an eternal, imperishable and incorruptible state.

Salvation – Salvation is the act of God whereby He justifies, sanctifies and glorifies an individual because of trust in Him as Savior and Lord through the sacrificial death of Jesus Christ. This is entirely the act of God and not based on any merit within the individual who is saved from the penalty, power and, ultimately, presence of Sin.

Sanctification – Sanctification is the act of God whereby He cleanses and sets apart those who have trusted Him for salvation and surrendered to Him. He delivers an individual from the power of sin. Sanctification is an ongoing work through the Holy Spirit and the Holy Scriptures in the life of the believer, fulfilled and finished only when entering eternal glory and is thus entirely sanctified.

Tithing – Tithing is a spiritual activity used to demonstrate our love for the Lord by giving sacrificially a tenth of the earnings made possible by God.

The Trinity - God is revealed to us as God the Father, God the Son, and God the Holy Spirit, each with distinct personal attributes, but without division of nature, essence or being.