

**FIRST BAPTIST CHURCH FAIRDALE
CONSTITUTION / BY-LAWS
FAIRDALE, KENTUCKY**

As adopted by the congregation

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CONSTITUTION

Preamble

We declare and establish this constitution for the preservation and security of the principles of our faith, and so that this body may be governed in an orderly manner. This constitution will preserve the liberties of each individual member of this church and the freedom of action of this body in its relation to other churches of the same faith.

ARTICLE I. NAME

This body shall be known as the First Baptist Church Fairdale, Inc. Fairdale, Kentucky.

ARTICLE II. PURPOSE

The purposes of First Baptist Church Fairdale are:

To exhort from the Bible, which is the Word of God, and our guide for faith and practice;

To exalt the Lord Jesus Christ, with honor and praise, as the only savior of mankind;

To extend the Gospel to the lost by every scriptural means;

To edify believers through teaching the Word of God and providing fellowship with other believers so as to produce a clear personal testimony before the world.

ARTICLE III. MISSION STATEMENT

First Baptist Church Fairdale exists to proclaim Jesus Christ while loving and serving both God and people.

ARTICLE IV. CORE VALUES

The Core Values of First Baptist Church Fairdale are summed up in three words: Gospel, Community, and Mission.

We value the **gospel**. The gospel is what we proclaim about Jesus. God became a man, lived a sinless life, died on a cross to pay the penalty for our sins, and defeated sin and death by coming back to life three days later. The gospel, the good news of who Jesus is and what he has done, is the foundation of who we are and all that we do. God is the only one who can and does change lives.

We value **community**. We publicly love and serve God through the community of the church. As individuals, we worship, learn, and grow in our private lives. However, God has not created

us to be hermits or to live in isolation. The gospel breaks apart divisions that separate people and calls us to be his body, his family, his representatives. We work to become less a group of individuals and more a single entity.

When one person hurts, we all hurt. When one person or family is struggling, we all struggle. When one person is happy and rejoicing, we all rejoice together. We really matter to each other and what matters to one of us matters to all of us. Each of us becomes a better follower of Jesus as we encourage one another by worshipping, learning, growing, loving, and serving together.

We value the **mission**. God has called us to be his representatives on earth. We obey this call by loving and serving the people around us just as our Lord modeled for us. We want to be doing both. We want to love through serving, and we want to serve lovingly.

We first want to serve our neighbors and friends in Fairdale and Louisville and then people throughout the world. We want to meet physical needs as well as spiritual needs. And, we want to be active in looking for ways, places, people, and times to serve—all while looking for opportunities to proclaim Jesus.

We look forward to the day when our mission is complete and there are people from Fairdale, Ecuador, St. Thomas, India, Africa, Asia, and every tribe, nation, people, and language together with one voice worshipping the Lamb who was slain.

ARTICLE V. STATEMENT OF FAITH

The Holy Bible is the inspired, inerrant Word of God and is the foundation of our faith. This church receives the Scriptures as its authority in matters of faith and practice. As a body of baptized believers in Jesus Christ, we are personally committed to sharing the good news of salvation to lost mankind and helping to mature those won into the fullness of Christ. The ordinances of the church are baptism by immersion of believers and the Lord's Supper. The source for our Doctrine can be found in The Baptist Faith and Message 2000 in as much they are in accordance with the Word of God.

ARTICLE VI. CHURCH COVENANT

As a gathered church of believers in Jesus Christ in Fairdale, Kentucky, we covenant together in the bonds of love to walk as the family of God in the following ways.

1. We will seek to follow after God privately and individually through trusting him, obeying him, praying to him, and learning about him from his word.
2. We will seek by the Holy Spirit to maintain lives of holiness through drawing near to God, resisting the Devil, putting to death our sins, and living unto righteousness. We will personally watch over the souls of our fellow church members and urge them on to holiness and purity.

3. We will seek to advance the gospel of Jesus Christ both personally and corporately. We will support efforts to extend the gospel in our community, our state, our country, and the world.
4. We will seek to gather regularly to worship God, listen to the preaching of the word, and encourage one another.
5. We will seek to support the ministries and mission of the church through praying for the church, exercising our spiritual gifts, and contributing financially to its needs.
6. We will seek by the Holy Spirit to love one another sincerely while maintaining the unity and peace of the church. We will abstain from gossip, backbiting, and other sins that cause division within the church.
7. We will strive to learn, support, and promote the church's doctrine. We will also submit to the discipline of the church and its leadership.
8. If we move from this place, we will seek, as soon as possible, to unite with some other church of like faith and practice where we can carry out the spirit of this covenant.

ARTICLE VII. POLITY

The government of this church is vested in the body of believers who compose it. It is subject to the control of no other ecclesiastical body, but it recognizes and sustains the obligations of mutual counsel, and cooperation that are common among Baptist churches.

Insofar as is practical, this church will cooperate with and support the Long Run Baptist Association, the Kentucky Baptist Convention, and the Southern Baptist Convention.

BY-LAWS

ARTICLE 1. MEMBERSHIP

At First Baptist Church, Fairdale, it is our desire to take church membership very seriously. We are convinced that our church is a local expression of the universal church—the people of God in Fairdale. Since the universal church consists of only those who are born-again followers of Jesus Christ, we desire that the membership of our church would be limited to born-again followers of Jesus as well.

To this end, we will not accept any and every person into membership. There are certain biblical qualifications that must be met before a person is qualified to join FBC Fairdale. Beyond these, there are certain expectations the church has of each of her members; conversely, each member can expect certain things from the larger body as well.

Section 1: Qualifications for Membership

To qualify for membership at FBC Fairdale, a person shall:

- a. Profess to be saved by grace through faith in the Lord Jesus Christ,
- b. Be baptized by immersion in the name of the Father, The Son, and The Holy Spirit,
- c. Show evidence of regeneration,
- d. Agree to submit to and uphold the teachings of scripture as interpreted by FBC Fairdale's Confession of Faith
- e. Agree to submit to and uphold the church's covenant.

Section 2: Admission to Membership

A person shall be admitted to membership at FBC Fairdale through any of the following means:

- a. If he is a new believer or the current or former member of a church of different faith and practice, after making a profession of faith in the Lord Jesus Christ, making this profession public through baptism, and signing a copy of the Church Covenant, he shall be accepted into membership upon a unanimous vote of the current membership present and voting. This process shall be known as "Joining by Profession of Faith."
- b. If he is a member in good standing of another Baptist church of like faith and practice, after the reception of a letter of recommendation and dismissal from his former church and signing a copy of the Church Covenant, he shall be accepted into membership upon a unanimous vote of the current membership present and voting. This process shall be known as "Joining by Transfer of Letter."
- c. If he is a current or former member in good standing of another Baptist church of like faith and practice for whom a letter of recommendation and dismissal from his former church

cannot be obtained, after giving satisfactory evidence of Christian conduct and Scriptural faith and signing a copy of the Church Covenant, he shall be accepted into membership upon a unanimous vote of the current membership present and voting. This process shall be known as “Joining by Statement.”

Section 3: Duties and Privileges of Membership

Each member can expect to enjoy certain privileges and rights as a member. However, each member will be expected to fulfill certain duties as well. These include but are not limited to the following:

a. Duties

1. Each new member is expected to participate in a new members’ class designed to explain what it means to be a follower of Jesus, what it means to be a church member, and how our church is organized.
2. Each member is expected to strive to uphold and promote the principles expressed in the FBC Fairdale Church Covenant.
3. Each member is expected to regularly participate in the life of the church. This means at a minimum regularly attending and participating in corporate worship. Each member of the church is encouraged and strengthened by every other member’s attendance, singing, and participation in worship.
4. In addition, each member is expected to regularly participate in small group gatherings (e.g. Sunday School, bible studies, retreats, mid-week services, et. al.). God has equipped his church with a diverse membership who has different strengths and weaknesses as well as life experiences and perspectives. Each member can both learn from and teach every other member of the church. If we are to grow individually and as a corporate body, we should take advantage of this means of sanctification God has provided.
5. Each member is expected to work hard to love his fellow church members and seek to serve them through regularly praying for one another, caring for one another, and providing for one another’s needs when able.
6. Each member is expected to regularly pray for the church as a corporate body and as individual members and families.
7. Each member is expected to support the ministries of the church through prayer and exercising his spiritual gifts.
8. Each member is expected to faithfully support the financial needs of the church.

b. Privileges

1. Each member can expect to be shepherded according to the word of God by both his pastor and his fellow church members.
2. Each member can expect to be loved and cared for by his fellow church members.
3. Each member can expect regularly to be prayed for by his fellow church members.
4. Each member can expect to be stirred up to love and good deeds by his fellow church members.
5. Each member can expect regularly to be exhorted and encouraged by his fellow church

members that he might not be hardened by the deceitfulness of sin.

6. Each member can expect to have the forgiveness of Christ modeled for him by his fellow church members.
7. Each member, when he falls into sin, can expect to be held accountable for it and lovingly led out of it, forgiven for it, and restored from it by his fellow church members.
8. On all matters that come before the church for action, each member present shall be entitled to one vote.

Section 4: Termination of Membership

Any member's membership can be terminated through any of the following means:

- a. Upon the member's death,
- b. Upon the church's receipt of a request for a member's recommendation and dismissal to another Baptist church of like faith and practice, or
- c. Upon exclusion by action of this church through a three-fourths majority vote of the church's members present and voting.

Section 5: Discipline of Members

Should a member become an offense to the church and to its good name by reason of immoral or unchristian conduct, or by persistent breach of covenant vows, or non-support of the church, the church may terminate his membership by a three-fourths vote of members present and voting but only after due notice and hearing, and after faithful efforts have been made to bring such member to repentance and amendment.

1. The Purpose of Church Discipline

Our aim as a church is to be "without spot or wrinkle or any such thing," which is "to be holy and without blemish." (Ephesians 5:27). To this end, when the need arises, with heavy hearts and loving spirits, we practice the biblical call to discipline our members in hopes that:

- a. The member being disciplined would be encouraged and restored through repentance
- b. All members of the church would be reminded of the seriousness and dangers of sin.
- c. The spiritual health of our church would be maintained.
- d. A true gospel witness to our community would be maintained.
- e. The holiness of God would be reflected.

2. The Basis for Church Discipline

In many places in scripture, the church and individuals are commanded to be holy and never compromise the church's witness to the gospel. Therefore, the church must be careful to judge

the life and teachings of its leaders and members. These commands serve as the basis or reason that we practice this biblical pattern within our church.

The main biblical passage that calls for this action and explains how it is to be accomplished is found in Matthew 18:10-35 (especially vv. 15-20). In Luke 17:3, we find a second gospel writing about this procedure as well. Paul's writings about church discipline can be found mainly in 2 Cor. 5-7. (Other relevant passages include 2 Thess. 3:15; 2 Tim. 3:1-5; 1 Tim. 6:3-5; 2 Cor. 6:14-7:1; and 2 Cor. 13:2).

3. The Procedure for Church Discipline

Church Discipline is the procedure including Christian teaching, training, admonition, and rebuke, both public and private, with the view of helping the individual Christian grow in grace, mature in faith, break off from worldliness, and live wholly for the Lord. It is a means of sanctification God has designed for his church and is one of the privileges of membership.

In Matthew 18:10-35 (especially vv. 15-20), Jesus tells us that if it is discovered that a member is in sin, the one who made this discovery should confront the member in love. If he acknowledges his sin and repents, there is time for much rejoicing. However, his refusal to repent is cause for much sorrow and heartache.

In this case, the one who discovered the state of sin should take one or two others with him to confront the member a second time. If he does not receive the brothers' rebuke and still refuses to repent, his sin shall be brought before the rest of the church. If he refuses to listen to the church, he is to be treated as an unbeliever because he is not showing evidence that he has been converted.

The church's hope is that the need would never arise to remove and exclude any member from membership. However, from our commitment to a believing membership and as a means of protecting our gospel witness and our Savior's reputation, upon a three-fourths majority vote of the current members present and voting, his membership would be terminated.

Section 5: Associate Membership

Seminary and college students who meet the criteria set forth in sections 1 and 2 above, and so desire, shall be granted associate membership under the church's WatchCare Program. FBCF will adopt students as associate members while they are away from their home churches. They will have all the rights and privileges of full members, except the right to vote in church business meetings.

The pastor will serve as a mentor teaching, training, affirming, and guiding them with their spiritual needs. The church will also provide those individuals entering the ministry with the opportunity to better understand and prepare for their ministry calling.

ARTICLE II. OFFICERS

Section 1: Pastor

Whenever a vacancy in the office of Pastor occurs, the Pastor Search committee shall recommend to the church a permanent Pastor. The church shall elect a Pastor Search Committee as listed in Article 4, Section 6, of the Bylaws. The Pastor's election shall take place at a meeting called for this purpose. An announcement shall be made for two (2) weeks prior to the opportunity to hear him preach. The Pastor Search Committee shall bring to the consideration of the church only one man at a time.

Election of the Pastor shall be by secret ballot, an affirmative vote of 80 percent of votes cast by members being necessary for election.

Role and Responsibility of Pastor:

The Pastor of First Baptist Church Fairdale shall meet the requirements for this office as set forth in I Timothy 3:1-8 and Titus 1:6-9.

The Pastor shall be a minister of the Word of God.

The Pastor shall not be one who is divorced.

The Pastor must be in agreement with the Church's doctrinal statement.

The Pastor shall be ordained or licensed Southern Baptist minister who is a believer in and a preacher of the Gospel and of the doctrines of faith.

The Pastor shall be the responsible leader of the church, providing general oversight and promoting the spiritual welfare of the church. He shall be to it a true Shepherd. He shall faithfully and scripturally administer the ordinances of the church (Baptism and Lord's Supper). He shall arrange for and conduct all worship services related to the church and shall preside at all meetings of the church except as herein provided. He shall approve all speakers for the church and church-sponsored events.

The Pastor will be accountable to the church body and directly to the Personnel Committee as her representative.

The Pastor shall give reasonable notice of resignation prior to the termination of his services. A reasonable notice shall be given by the church when requesting the Pastor to terminate his services. At the option of the church the pastoral relationship may be officially terminated at any time prior to the end of the time specified as reasonable, providing a severance package is given to compensate for such action. This shall be done by affirmative vote of 80 percent of the votes cast by the members of the church.

Section 2: Church Staff

The church shall call or employ such staff members as the church shall need. Staff members shall be under the general direction of the pastor, aided by the personnel committee.

Section 3: Deacons

There shall be two (2) types of deacons as follows: Active Deacons - who shall be voting members of the Fellowship of Deacons and whose duties shall be as hereinafter provided. Reserve Deacons - who shall be any member who has been ordained a deacon by this church or a church of like faith and order and is not presently serving as an active deacon, and whose duties are defined hereinafter.

There should be fifteen (15) active deacons for the first one thousand (1000) members whose names are on the church roll, and three (3) additional active deacons for each additional three hundred (300) members. There shall be no restriction as to the number of reserve deacons.

a. Qualifications

The qualifications for the office of deacon are as follows:

1. A deacon must meet the spiritual qualifications as outlined in 1 Timothy 3, and Acts 6, in the Bible.
2. A deacon must be at least twenty-one (21) years of age and must have been a Christian at least three (3) years.
3. A man must be an active member of our church for a period of at least one (1) year before being considered as a candidate for the office of deacon.
4. A deacon's wife must be a member of the same church as that of her husband.
5. A deacon shall regularly contribute to the financial program of this church, and shall believe in and practice tithing his income.
6. A deacon shall be a faithful steward of his time and shall regularly support by his attendance, the organizations of the church and the regularly scheduled meetings of the church.
7. If a deacon is found unfaithful to the above qualifications he shall be removed from office by a three-fourths majority vote of the current church members present and voting.

b. Election

The deacons shall be elected in the following manner:

1. The chairman of the deacons shall appoint a committee of three deacons that will serve as a nominating committee to nominate men to be considered by the deacons.
2. Once the nominating committee determines the names of those they feel led to nominate, they present these to the deacons for approval before contacting the individuals.
3. The deacons as a body then vote on the individuals presented by the nominating committee. If the deacons are in unanimous agreement, then the individuals are contacted.
4. After the deacons have voted and after a person has indicated he will serve, then the name is brought before the church one at a time for ratification, and voting should be by secret ballot. The deacon screening committee shall count the votes and notify the person and the church of the results.
5. If there are no active deacons, then nominations of inactive deacons shall come from the church floor.

c. Terms of Office

1. All deacons shall serve on a rotational basis. All new deacons shall be elected for a three (3) year term unless elected to fill the unexpired term of a deacon that has withdrawn from the Fellowship of Deacons.
2. The term of office for new deacons shall follow the church calendar year, unless elected to fill an unexpired term.
3. There shall be no limit to the number of consecutive terms a deacon may serve if elected.

d. Duties - Active Deacons

In accordance with the meaning of the Word of God and the practice of the New Testament, deacons are to be the servants of the church and their duties are as follows:

1. They are to be zealous to guard the unity of the spirit within the church in the bonds of peace.
2. They shall confer with and act as advisors to the Pastor in all matters pertaining to the welfare and work of the church. With the Pastor, they are to consider and formulate plans for the constant effort and progress of the church in all things pertaining to the saving of souls, the development of Christians, and the extension and growth of the Kingdom of God.
3. Under the guidance of the pastor, they shall serve the church and her members through prayers, benevolence, and etc. They shall be especially mindful of the needs of the church's widows.
4. As a service to the church and the Pastor, and by such methods as the Holy Spirit may direct in accordance with the New Testament teachings, they are to aid the pastor in the discipline of the church. The discipline of the church shall be guided always by the principles set forth in Matthew 18:15-17, 1 Corinthians 5:9-13, and 1 Thessalonians 5:12-14 and as described in Article 1 of these By-Laws
5. At no time shall any vote taken within the Fellowship of Deacons be considered as binding upon the church or any of its organizations or committees, unless otherwise provided by these By-laws.

6. The deacons shall assist the Pastor in administering the Ordinance of the Lord's Supper.
7. The deacons shall actively minister in such fields as visitation, soul winning, hospital calls, widow visitation and nursing homes, and other spiritual needs of the church.
8. The deacons will be responsible for contacting and evaluating members of the church or community who are in need. They are authorized to meet the need according to the limits set. If the need exceeds the authorized amount, they shall make a recommendation to the finance committee for approval.
9. The deacons shall have oversight of coordinating pulpit supply and the recommending of an interim pastor to the church.

e. Duties - Reserve Deacons

The reserve deacons shall minister in the fields of visitation, soul winning, hospital calls, widows, nursing homes, and other spiritual needs. They may attend the active deacons meeting only by request of the active deacons for counsel, guidance, and assistance. However, they will have no authority to vote or hold office in this group.

Section 4: Moderator

The Moderator shall be elected for a period of one (1) year and the moderator may be any member of the church. The moderator shall preside over all business meetings of the church and shall see that all business meetings are opened, conducted, and closed in the proper manner. The moderator shall make himself thoroughly familiar with all church committees and ministries and their duties and shall make himself thoroughly familiar with the rules of Parliamentary Law in accordance with Robert's Rules of Order Revised.

The Moderator, when questions arise, shall refer each item in doubt to the appropriate church committee and/or church staff member affected, for comment or review. In all instances, the moderator shall refrain from voicing his support for any item, recommendation, or motion, but shall offer only items of importance he feels should be considered and will help clarify the business at hand, and keep the meeting proceeding in proper order.

Section 5: Assistant Moderator

The pastor shall serve as assistant moderator and shall preside in the absence of the moderator. The assistant moderator shall be thoroughly familiar with all church committees and their duties and shall act as Church Parliamentarian. The assistant moderator shall also be directly responsible for notifying church committees and organizations to have their reports ready for all business meetings. He shall be responsible to the church to see that these reports are made in writing and presented to the church clerk for filing after they have been presented to the church.

Section 6: Clerk & Assistant Clerk

The clerk and assistant clerk shall be elected by the church and shall keep in a suitable book the minutes of all business meetings of the church. They are responsible, with assistance of the church's administrative assistant, for keeping a register of the names of members with dates of admission, transfer, or death, together with a record of baptisms. They shall issue letters of transfer, voted by the church and preserve on file all communications and written official reports. All church records are church property and should be filed in the church office.

Section 7: Treasurer & Assistant Treasurer

The church shall elect a church treasurer and two assistant treasurers. They shall be bonded to cover funds in their care. Two of these three officers shall co-sign all checks and certify that all payments are properly authorized by the church. The treasurer and assistant treasurers shall furnish all church financial records to the church audit committee.

Section 8: Financial Secretary

The financial secretary shall assist the finance committee in carrying out the will of the church in all financial matters. The financial secretary shall serve a one-year term with no limits placed on the number of consecutive terms.

Section 9: Tellers

The Tellers shall be nominated by the Finance Committee and elected by the church. They shall be under the direct supervision of the church treasurer and/or assistant treasurer. Their duties will be to assist in the counting of all church offerings under the supervision of the bonded treasurer or assistant treasurer.

Section 10: Greeters

They shall care for the sitting and comfort of the congregation, the greeting and introduction of visitors, the prevention of interruption and distractions and similar needed services.

Section 11: Church Council

The Church Council shall be composed of the pastor, staff members, moderator, Chairman of Deacons, committee chairmen, directors and coordinators of all the church organizations. The primary function of the Council shall be to coordinate the annual church calendar.

Section 12: Terms of Office

The terms of office for all church officers and committee members (except staff members, deacons, and the financial secretary) shall be for one year with a maximum of three (3) consecutive terms after which they can serve in another capacity with a different organization.

Section 13: The Addition of Officers

Should the church deem additional officers necessary, they may be established by a two-thirds majority of the members present and voting at a church business meeting. This vote shall automatically amend the church's by-laws. Upon the vote's passage, the church nominating committee shall bear responsibility for presenting nominees to fill the position.

ARTICLE III: CHURCH ORGANIZATIONS & MINISTRIES

The church may organize a Sunday School, Church Training, Woman's Missionary Union, Brotherhood, WatchCare and other organizations and ministries as deemed necessary to carry out the program of the church.

All organizations of the church shall be under church control, and all officers being elected by the church should report to the church. It is understood that the Pastor and all other ministers are ex-officio members of all the organizations and their leadership is to be recognized in them.

ARTICLE IV: COMMITTEES

The church may authorize and establish as needed standing committees to carry out its work.

Section 1: Ministry Nominating Committee

Ministry Nominating Committee is to approach 12 people willing to serve for a one year term on the Ministry Nominating Committee. The committee is to submit these 12 names to the church for election by the church. The church in turn will pick six people. Other names may be written on the ballot if members so desire.

- a. Shall bring to the church nomination for church officers according to our church constitution and by-laws.

- b. Shall consult the current file of individual church members' spiritual gifts for perspective workers.
- c. Consent of all nominees shall be obtained before their names are placed before the church.

Section 2: Personnel Committee

Shall consist of seven (7) members.

- a. Have the responsibility under the direction of the pastor for interviewing and recommending to the church all salaried personnel, except the pastor.
- b. In conjunction with the Finance Committee shall work out a financial and benefits package which shall be reviewed each year.
- c. Review and update a written description of each salaried position in the church, describing the duties assigned each position, except the pastor.

Section 3: Buildings and Grounds Committee

Shall consist of six (6) members.

- a. Have charge of all maintenance and repairs of all church owned buildings, equipment, and land and shall recommend all needed repairs and improvements.
- b. Recommend the purchase of any equipment that is needed for the maintenance, improvement, and upkeep of the church.

Section 4: Finance Committee

Shall consist of seven (7) members. They shall be the Treasurer, two (2) Assistant Treasurers and four (4) other members. This committee shall be responsible for overseeing all financial matters of the church. Church finances shall be audited annually. The audit committee will conduct the audit each year and recommend an external audit be done by a CPA when necessary.

Section 5: Constitution and By-laws Committee

Shall be a temporary committee and shall consist of four (4) members as follows: Two (2) women, one (1) deacon, and one (1) man other than a deacon. This committee shall review the Constitution and By-laws and report to the church any recommendations the committee feels should be made.

The Constitution and By-laws Committee shall review this Constitution and By-laws every three years.

Section 6: Pastor Search Committee

Shall be a temporary committee and shall function only when the church is in need of a pastor. This committee shall be elected on Sunday morning by write-in secret ballot. This committee shall consist of seven (7) members as follows: three (3) females and four (4) males. No two persons from an immediate family shall serve on this committee.

Section 7: Audit Committee

A temporary committee consisting of three (3) members none of whom can be currently serving as members of the finance committee or church staff.

Duties are as follows:

- a. Make an annual audit of all books and accounts of the church.
- b. Report results to the church.
- c. Chairperson of this committee shall request books, records, and documents from the Finance Committee.

ARTICLE V: MEETINGS

Section 1: Worship Service

The church should meet regularly for preaching, prayer, instruction, evangelism, and for the worship of the Almighty God.

Section 2: Quorum

The quorum shall consist of the members present at any regular meeting or one that has been properly called.

Section 3: Parliamentary Rules

Robert's Rules of Order Revised is adopted as the authority for parliamentary rules of procedure for all business meetings of the church, the deacons, committees, other organizations, and ministries.

Section 4: Business Meeting

Regular business meetings will be held on the first Wednesday following the first Sunday of September, December, March and June to coincide with the Church Calendar Year beginning 1 September and ending 31 August.

Business meetings shall be held on the first Wednesday following the first Sunday of all other months as needed for the sole purpose of accepting new members into the church.

Any motion from the floor, not from a committee or Active Fellowship of Deacons, will be tabled from the present business meeting until the following regularly scheduled business meeting.

Section 5: Special Business Meetings

The Moderator or Assistant Moderator, in the absence of the Moderator, may and shall, when requested by the Active Fellowship of Deacons, or a standing committee, call a special business meeting. The particular purpose of the meeting shall be clearly stated. Notice of the meeting shall be given at each service at least one (1) week in advance, stating the date and time of the meeting.

ARTICLE VI: ORDINANCES

The ordinances of the Lord's Supper and Baptism shall be observed at a worship service as the church may determine.

ARTICLE VII: AMENDMENTS

The Constitution and By-laws Committee shall review this Constitution and By-laws every three years. Anytime the present by-laws hinder any committee in its work, they may be waived by a three-fourths majority vote of the members present and voting.

Amendments to the Constitution and By-laws require a three-fourths majority vote of the members present and voting.

Approved September 7, 2011.