

**THE CONSTITUTION AND BY-LAWS
OF THE
FIRST SOUTHERN BAPTIST CHURCH
COFFEYVILLE, KS 67337**

(Revised Aug. 1995)

WE, the First Southern Baptist Church of Coffeyville, KS declare and establish this constitution to preserve and secure the principles of our faith, and to govern the body in an orderly manner. This constitution will preserve the liberties of each individual church member and the freedom of action of this body in its relation to other churches.

ARTICLES I – NAME

This body shall be known as The First Southern Baptist Church of Coffeyville, KS.

ARTICLES II – PURPOSES

To offer regular opportunities to worship God through Jesus Christ by the power of the Holy Spirit. To proclaim earnestly the Gospel message and to urge its personal acceptance. To cooperate by prayer, gift and service with others in an effort to promote the cause of Christ throughout the world. To promote systematic Bible study, training for Christian service and enlistment in mission activity. To secure, as best as possible, the teaching of Christianity as outlined and taught in the Bible.

ARTICLES III – STATEMENT OF FAITH

The Bible is the inspired Word of God and is the basis for any statement of faith. The church subscribes to the doctrinal statement of "The Baptist Faith and Message" as adopted by the Southern Baptist Convention in 1963 (see attached.) The ordinances of the church are Baptism and the Lord's Supper.

ARTICLES IV – DENOMINATIONAL AFFILIATION

This body shall be a cooperating church of the Twin Valley Association of Southern Baptists; the Kansas-Nebraska Convention of Southern Baptists; the Southern Baptist Convention; and shall recognize its responsibilities to be represented by elected messengers to the annual and/or special meetings of these bodies.

ARTICLES V – CHURCH COVENANT

The Covenant of this church shall be as appears on page 283, Volume 1, of the Encyclopedia of Southern Baptists (a copy of this covenant will be kept with this constitution).

BY - LAWS
ARTICLE I
SECTION 1: GENERAL

This is a sovereign and democratic Baptist Church under the Lordship of Jesus Christ. The membership retains unto itself the exclusive right of self-government in all phases of the spiritual and temporal life of this church.

The membership reserves the exclusive right to determine who shall be members of this church and the conditions of such membership.

SECTION 2: CANDIDACY

Any person may offer himself/herself as a candidate for membership in this church. All such candidates shall be presented to the church at any regular church service in one of the following ways:

1. By profession of faith in Jesus Christ and for baptism according to the policies of the church.
2. By promise of a letter of recommendation from a church of like faith and order.
3. By statement testifying of previous public profession and scriptural baptism*, as defended in the Baptist Faith and Message, Article VII. People coming from a church that does not practice “**scriptural baptism**” would present himself/herself for baptism.

*scriptural baptism entails the following:

- a. **A Proper Candidate.** This is a person who has heard the Word of salvation and received Jesus Christ as their personal Savior. (Acts 2:41-47).
- b. **A Proper Mode.** Baptism is a word which signifies the act of immersing or submersion in water (Acts 8:36-39). It is also an act which symbolizes the death, burial and resurrection of Jesus Christ (Romans 6:3-5). Therefore, the proper mode is immersion in water.
- c. **A Proper Understanding.** Baptism is a symbol of what takes place within a person when they receive Jesus Christ as their Savior. It is an act of obedience and does not serve as an essential to salvation (*Romans 10:9-11).
- d. **A Proper Administrator.** Any person performing the act of baptism should do so only by the authority granted to the local church. Baptism is a person’s public profession of Jesus Christ and is administered by a local body of believers (Acts 2:41 & 47).

4. By restoration. In the event membership has been terminated by special church action, upon evidence that the cause which prompted such action no longer exists.

SECTION 3: RESPONSIBILITIES

Members are expected to be faithful in all duties essential to the Christian life; to attend the services of this church, to give regularly for its support and causes, and to share in its organized work. A further explanation of responsibilities is found in the Church Covenant.

Every active* member of this church is entitled to vote at all elections and on all questions submitted to the church in conference. Absentee balloting is to be a decision of the church.

*In reference to voting, "active" means regular weekly attendance during the recent quarter, unless providentially hindered.

SECTION 4: DISCIPLINE

Should a member become an offense to the church and to his/her good name by reason of immoral or unchristian conduct, or by persistent breach of his/her covenant vows, the church may terminate his/her membership, only after all faithful efforts made to bring such member to repentance and reconciliation by pastor, staff, deacons, or other members of the church have proven unsuccessful.

SECTION 5: TERMINATION OF MEMBERSHIP

Membership shall be terminated in the following ways:

1. Death
2. Transfer by letter to another Baptist church.
3. Exclusion by action of this church.

ARTICLE II – CHURCH OFFICERS

SECTION 1: PASTOR

A pastor shall be a man chosen and called by the church whenever a vacancy occurs. His election shall take place at a meeting called for that purpose, of which at least one week's public notice has been given. In the case of a vacancy in the pastorate, the church shall elect an interim pastor upon recommendation of Deacons.

A recommendation from the pastor selection committee will constitute a nomination. Election shall be by ballot, an affirmative vote of 90 percent of those present being necessary for a choice. The pastor, thus elected, shall serve until the relationship is

terminated by his request or the church's request. He shall preside at meetings of the church. The pastor shall give at least two weeks notice at the time of resignation, except that the requirement for such notice may be waived by vote of the church.

The pastor is responsible for leading the church to function as a New Testament church. The pastor will lead congregation, the organizations, and the church staff to perform their tasks.

The pastor shall be permitted to be away from the pulpit two Sunday's per year for ministry related activities, one Sunday for convention and two weeks for vacation. Other absences to be permitted upon recommendation of the church.

In case of a long term absence from his responsibilities, the following schedule will be followed by the church.

Illness: 1. Four weeks full pay
 2. 12 weeks at 66% of salary
 3. 4 weeks at 33% of salary
(Above will be followed unless pastor's insurance provides coverage.)

Death: 1. Family will receive 50% salary for 90 days.
 2. Family will have 90 days in pastorium.

Active Military Duty:
 1. 66% of salary for 3 weeks
 2. Family will have 90 days in pastorium.

SECTION 2: CHURCH STAFF

This church shall call or employ such staff members as the church shall need. A job description shall be written when the need for staff members is determined. Vocational staff members, other than the pastor, shall be recommended to the church by a personnel committee (elected by the church) and employed by church action. At least two weeks notice should be given at time of resignation. Pastoral staff will have 2 weeks vacation pay at part-time pay and can have up to two weeks for ministry related activities. All absences are to be coordinated with the pastor.

The secretaries and custodian shall likewise be recommended to the church by a personnel committee and employed by church action.

SECTION 3: DEACONS

1. Those who hold the office of Deacon shall be men who meet the qualification set forth in Acts 6:3 and 1 Timothy 3:8-13, and be, or have been ordained, by a regularly organized council upon the authority of a Baptist Church.

2. The number of Deacons shall not exceed twelve until the church's membership passes the 500 mark. Thereafter, one Deacon shall be added for each 50 members of the church.
3. In accordance with the meaning of the work and the practice of the New Testament, Deacons are to be servants of the church. The task of the deacon is to serve with the pastor and staff in performing pastoral ministries: proclaim to believers and unbelievers; care for church members and other persons in the community; lead the church to achieve its mission.
4. Selection of Deacons to be ordained shall be by ballot upon the recommendation of the deacon body and each must receive a three/fourths affirmative vote.
5. Deacons moving to our church will be members for 1 year before being recommended to our church as an active deacon. Before a man is ordained as deacon, he will have been an active member for a period of 1 year.
6. Emeritus Deacon position has been established Deacons, who because of health or other reason, are not capable to be an active deacon any longer.

SECTION 4: TRUSTEES

Trustees elected by the church will hold in trust the church property. They shall have no power to buy, sell, hold, mortgage, lease, or transfer any property without a specific vote of the church authorizing such action. It shall be the function of the Trustees to affix their signatures to legal documents involving the sale, mortgage, purchase or rental of property or other legal documents where the signatures of trustee are required. Trustees will also act as the financial committee of the church along with two members elected from the church body.

SECTION 5: ELECTED OFFICERS

The church officers shall serve for terms of one year, which shall begin on September 1 of the year in which elected and end on August 31 of the year following, except that when there is an election to fill a vacancy occurring between annual meetings, the one elected shall serve for the remaining unexpired term.

Officers to be elected each year are:

1. A Vice-Moderator
2. Church Clerk
3. Treasurer
4. Financial Secretary
5. Two members to Financial Committee
6. Other officers as need demands

ARTICLE III: COMMITTEES

The regular standing committees of the church shall be:

1. A Church Council: composed of the heads of all departments (Sunday School, Discipleship Training, Baptist Women, Baptist Men, Music, boards and standing committees.)
2. A Nominating Committee: Five members to be elected in July to bring recommendation of church officers at the August business meeting.
3. A Pastor Selection Committee: Five members to be elected by the church to search out a pastor and bring recommendation to the church.
4. Other committees may be elected as the need requires. Unless otherwise provided, all committees will be elected by the church.

ARTICLE IV: MEETINGS

SECTION 1: WORSHIP

1. The church shall meet every Lord's Day for the public worship of Almighty God.
2. The church shall have at least one Prayer Meeting each week.
3. The church will follow the organizational program as promoted by the Southern Baptist Convention consisting of: Sunday School, Discipleship Training, Baptist Men, Baptist Women, Music and other departments as needed.
4. Special business meetings may be called by the pastor, or in his absence, the clerk shall call such meetings on recommendation of the deacons. Notice shall be publicly given from the pulpit on the Lord's Day preceding.
5. The ordinance of the Lord's Supper shall be observed by the church at least four (4) times per year.

SECTION 2: BUSINESS

1. Regular business meeting shall be held on the Wednesday night following the second Sunday of every other month. Reports of each committee will be submitted in typed form every other month to be distributed.
2. Special business meetings may be called as stated in Section 1; item 3 above. The particular purpose of the meeting shall be announced with the call. No business other than that which has been announced with the call may be transacted at a special business meeting.

3. At any worship service the church may act upon the reception of members and upon the appointment of delegates and messengers to councils and conventions, but not upon other business.
4. Robert's Rules of Order or Kerfoot's Parliamentary Law shall govern all business session of the church.

ARTICLE V – CHURCH FINANCE

SECTION 1: FINANCIAL SUPPORT

This church recognizes and adopts the Scriptural method of "Tithes and Offerings" as its plan of finance.

SECTION 2: BUDGET

The church shall encourage the operation of a unified budget with one treasurer. All necessary expenses of the church shall be incorporated on one budget. The budget will be prepared annually and presented to the church by the Finance Committee at least one week before the business meeting during which is to be acted upon.

SECTION 3: MISSION SUPPORT

1. Regular support as set up in the church budget.
2. Special mission offerings taken during the year will be
 - a. Lottie Moon – for foreign mission
 - b. Annie Armstrong – for home missions
 - c. Viola Webb – for state missions
 - d. Other special mission offerings and love offerings will be taken as deemed necessary.

ARTICLE VI: AMENDMENTS

This Constitution and By-Laws may be amended and/or revised by a two-thirds majority of those present and voting at any regular business meeting of the church, provided the proposed amendment and/or revision shall have been presented to the clerk in writing at a business meeting not less than one month before the time of the proposed action and read from the pulpit on the Lord's Day following its presentation.

**CHURCH COVENANT
(SEE CONSTITUTION, ARTICLE V)**

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, and this assembly, most solemnly and joyfully enter into covenant with one another as one body in Christ.

We engage, therefore, by the aid of the Holy Spirit to walk together in Christian love; to strive for the advancement of this church, in knowledge, holiness and comfort;

To promote its prosperity and spirituality; to sustain its worship, ordinances discipline and doctrines;

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 also engage to maintain family and secret devotions; to religiously educate our children; to seek the salvation of our kindred and acquaintances;

To walk circumspectly in the world; to be just in our dealings, faithful in our engagements, and exemplary in our deportment;

To avoid tattling, backbiting, and excessive anger;

To abstain from the sale and use of intoxicating drinks as a beverage; to use our influence to combat the abuse of drugs and the spread of pornography; and to be zealous in our efforts to advance the kingdom of our Savior.

We further engage 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, mindful of the rules of our Savior to secure it without delay.

We moreover engage 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.