

Constitution And Bylaws (As Amended)

February 2017

First Baptist Church
Ada, Oklahoma

**CONSTITUTION OF
THE FIRST BAPTIST CHURCH
OF ADA, OKLAHOMA**

PREAMBLE

We, as individuals, organized as a Southern Baptist Church under the leadership of our Lord Jesus Christ, in order to preserve and secure the principles of our Baptist faith, to govern this body of the freedom of action of this body with respect to it's relations to other churches of the same faith, do ordain and establish this constitution and its subordinate by-laws.

ARTICLE 1

NAME AND PURPOSE

SECTION 1:

NAME: The name of the church shall be FIRST BAPTIST CHURCH OF ADA, OKLAHOMA.

SECTION 2:

LOCATION: the church shall be located at 15th and Broadway, Ada, Oklahoma, and at such other places as the congregation may select.

SECTION 3:

PURPOSE

The purpose of the Church shall be to:

- A) support public worship;
- B) to proclaim the Gospel of Jesus Christ through such ministries as may be determined by the church;
- C) to cooperate with churches of like faith and order or associations of such churches.

“Like Faith and Order” shall mean churches that abide by the articles of faith and covenant set forth in this constitution and accept members as set forth in Article 1 of the By-Laws.

ARTICLE II

ARTICLES OF FAITH

We affirm the Holy Bible as the inspired, inerrant word of God and the basis for our beliefs. This Church subscribes to the doctrinal statement of the Baptist Faith and Message as adopted by the Southern Baptist Convention in 2000 and as set forth below in abstracted form (for a complete statement of faith see www.sbc.net/bfm2000). We voluntarily bind ourselves together as a body of baptized believers in Jesus Christ, personally committed to sharing the good news of salvation to lost mankind. We believe in the priesthood of the believer.

1). THE SCRIPTURES: The Holy Bible was written by men divinely inspired and is God's revelation of Himself to man. It has God for its author, salvation for its end, and truth, without any mixture of error, for its matter. Therefore, all Scripture is totally true and trustworthy. It reveals the principles by which God judges us, and therefore is, and will remain to the end of the world, the true center of Christian union, and the supreme standard by which all human conduct, creeds, and religious opinions should be tried. All Scripture is a testimony to Christ, who is Himself the focus of divine revelation.

2). GOD: There is one and only one living and true God. He is an intelligent, spiritual, and

personal Being, the Creator, Redeemer, Preserver, and Ruler of the universe. God is infinite in holiness and all other perfections. God is all powerful and all knowing; and His perfect knowledge extends to all things, past, present, and future, including the future decisions of His free creatures. To Him we owe the highest love, reverence, and obedience. The eternal triune God reveals Himself to us as Father, Son, and Holy Spirit, with distinct personal attributes, but without division of nature, essence, or being.

3). MAN: Man is the special creation of God, made in His own image. He created them male and female as the crowning work of His creation. The gift of gender is thus part of the goodness of God's creation. In the beginning man was innocent of sin and was endowed by his Creator with freedom of choice.

4). SALVATION: Salvation involves the redemption of the whole man, and is offered freely to all who accept Jesus Christ as Lord and Saviour, who by His own blood obtained eternal redemption for the believer. In its broadest sense salvation includes regeneration, justification, sanctification, and glorification. There is no salvation apart from personal faith in Jesus Christ as Lord.

5). GRACE: Election is the gracious purpose of God, according to which He regenerates, justifies, sanctifies, and glorifies sinners. It is consistent with the free agency of man, and comprehends all the means in connection with the end. It is the glorious display of God's sovereign goodness, and is infinitely wise, holy, and unchangeable. It excludes boasting and promotes humility.

6). THE CHURCH: A New Testament church of the Lord Jesus Christ is an autonomous local congregation of baptized believers, associated by covenant in the faith and fellowship of the gospel; observing the two ordinances of Christ, governed by His laws, exercising the gifts, rights, and privileges invested in them by His Word, and seeking to extend the gospel to the ends of the earth.

7). BAPTISM AND THE LORD'S SUPPER: Christian baptism is the immersion of a believer in water in the name of the Father, the Son, and the Holy Spirit. It is an act of obedience symbolizing the believer's faith in a crucified, buried, and risen Saviour, the believer's death to sin, the burial of the old life, and the resurrection to walk in newness of life in Christ Jesus. It is a testimony to his faith in the final resurrection of the dead. Being a church ordinance, it is prerequisite to the privileges of church membership and to the Lord's Supper.

The Lord's Supper is a symbolic act of obedience whereby members of the church, through partaking of the bread and the fruit of the vine, memorialize the death of the Redeemer and anticipate His second coming.

8). THE LORD'S DAY: The first day of the week is the Lord's Day. It is a Christian institution for regular observance. It commemorates the resurrection of Christ from the dead and should include exercises of worship and spiritual devotion, both public and private. Activities on the Lord's Day should be commensurate with the Christian's conscience under the Lordship of Jesus Christ.

9). THE KINGDOM: The Kingdom of God includes both His general sovereignty over the universe and His particular kingship over men who willfully acknowledge Him as King. Particularly the Kingdom is the realm of salvation into which men enter by trustful, childlike

commitment to Jesus Christ. Christians ought to pray and to labor that the Kingdom may come and God's will be done on earth. The full consummation of the Kingdom awaits the return of Jesus Christ and the end of this age.

10). LAST THINGS: God, in His own time and in His own way, will bring the world to its appropriate end. According to His promise, Jesus Christ will return personally and visibly in glory to the earth; the dead will be raised; and Christ will judge all men in righteousness. The unrighteous will be consigned to Hell, the place of everlasting punishment. The righteous in their resurrected and glorified bodies will receive their reward and will dwell forever in Heaven with the Lord.

11). EVANGELISM AND MISSIONS: It is the duty and privilege of every follower of Christ and of every church of the Lord Jesus Christ to endeavor to make disciples of all nations. The new birth of man's spirit by God's Holy Spirit means the birth of love for others. Missionary effort on the part of all rests thus upon a spiritual necessity of the regenerate life, and is expressly and repeatedly commanded in the teachings of Christ. The Lord Jesus Christ has commanded the preaching of the gospel to all nations. It is the duty of every child of God to seek constantly to win the lost to Christ by verbal witness undergirded by a Christian lifestyle, and by other methods in harmony with the gospel of Christ.

12). EDUCATION: Christianity is the faith of enlightenment and intelligence. In Jesus Christ abide all the treasures of wisdom and knowledge. All sound learning is, therefore, a part of our Christian heritage. The new birth opens all human faculties and creates a thirst for knowledge. Moreover, the cause of education in the Kingdom of Christ is co-ordinate with the causes of missions and general benevolence, and should receive along with these the liberal support of the churches. An adequate system of Christian education is necessary to a complete spiritual program for Christ's people.

13). STEWARDSHIP: God is the source of all blessings, temporal and spiritual; all that we have and are we owe to Him. Christians have a spiritual debtorsip to the whole world, a holy trusteeship in the gospel, and a binding stewardship in their possessions. They are therefore under obligation to serve Him with their time, talents, and material possessions; and should recognize all these as entrusted to them to use for the glory of God and for helping others. According to the Scriptures, Christians should contribute of their means cheerfully, regularly, systematically, proportionately, and liberally for the advancement of the Redeemer's cause on earth.

14). COOPERATION: Christ's people should, as occasion requires, organize such associations and conventions as may best secure cooperation for the great objects of the Kingdom of God. Such organizations have no authority over one another or over the churches. They are voluntary and advisory bodies designed to elicit, combine, and direct the energies of our people in the most effective manner. Members of New Testament churches should cooperate with one another in carrying forward the missionary, educational, and benevolent ministries for the extension of Christ's Kingdom. Christian unity in the New Testament sense is spiritual harmony and voluntary cooperation for common ends by various groups of Christ's people. Cooperation is desirable between the various Christian denominations, when the end to be attained is itself justified, and when such cooperation involves no violation of conscience or compromise of loyalty to Christ and His Word as revealed in the New Testament.

15). THE CHRISTIAN AND THE SOCIAL ORDER: All Christians are under obligation to

seek to make the will of Christ supreme in our own lives and in human society. Means and methods used for the improvement of society and the establishment of righteousness among men can be truly and permanently helpful only when they are rooted in the regeneration of the individual by the saving grace of God in Jesus Christ. In the spirit of Christ, Christians should oppose racism, every form of greed, selfishness, and vice, and all forms of sexual immorality, including adultery, homosexuality, and pornography. We should work to provide for the orphaned, the needy, the abused, the aged, the helpless, and the sick. We should speak on behalf of the unborn and contend for the sanctity of all human life from conception to natural death. Every Christian should seek to bring industry, government, and society as a whole under the sway of the principles of righteousness, truth, and brotherly love. In order to promote these ends Christians should be ready to work with all men of good will in any good cause, always being careful to act in the spirit of love without compromising their loyalty to Christ and His truth.

16). PEACE AND WAR: It is the duty of Christians to seek peace with all men on principles of righteousness. In accordance with the spirit and teachings of Christ they should do all in their power to put an end to war.

17). RELIGIOUS LIBERTY: God alone is Lord of the conscience, and He has left it free from the doctrines and commandments of men which are contrary to His Word or not contained in it. Church and state should be separate.

18.) THE FAMILY: God has ordained the family as the foundational institution of human society. It is composed of persons related to one another by marriage, blood, or adoption.

Marriage is the uniting of one man and one woman in covenant commitment for a lifetime. It is God's unique gift to reveal the union between Christ and His church and to provide for the man and the woman in marriage the framework for intimate companionship, the channel of sexual expression according to biblical standards, and the means for procreation of the human race.

The husband and wife are of equal worth before God, since both are created in God's image. The marriage relationship models the way God relates to His people. A husband is to love his wife as Christ loved the church. He has the God-given responsibility to provide for, to protect, and to lead his family. A wife is to submit herself graciously to the servant leadership of her husband even as the church willingly submits to the headship of Christ. She, being in the image of God as is her husband and thus equal to him, has the God-given responsibility to respect her husband and to serve as his helper in managing the household and nurturing the next generation.

Children, from the moment of conception, are a blessing and heritage from the Lord. Parents are to demonstrate to their children God's pattern for marriage. Parents are to teach their children spiritual and moral values and to lead them, through consistent lifestyle example and loving discipline, to make choices based on biblical truth. Children are to honor and obey their parents.

ARTICLE III

COVENANT

Having been led, as we believe, by the Spirit of God to receive the Lord Jesus Christ as our Savior, and on 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 of Christ. As members of First Baptist Church, to the best of our ability, we commit to practice the following principles:

We Commit to Protect the Unity of First Baptist Church.

We will support and follow the leadership of the church as they seek to follow the leadership and direction of God (Hebrews 13:17, Romans 15:5). We will love and forgive others as Jesus loves and forgives us (1 Peter 1: 22, Colossians 3:13). Our speech will be with grace while living in peace with one another (Colossians 2:6,1 Thessalonians 5:13, Philip-pians 2:2-3).

We Commit to Participate in the Responsibility of First Baptist Church.

We will pray for the people of our church, the ministry of our church, the health of our church and the growth of our church (Matthew 7:7-8, 1 Thessalonians 1:1-3). We will greet guests and visitors present at our church with love, warmth and acceptance (Romans 15:7, 13). We will invite our unchurched family members, friends, neighbors and co-workers to attend our church so they will hear the Gospel of Jesus Christ (Luke 14:23). We will provide for the financial needs of our church by faithfully giving our tithes and other offerings (1 Corinthians 16:2, Leviticus 27:30, Malachi 3:8-11).

We Commit to Practice Ministry in our life and at First Baptist Church.

We will discover, develop and use our spiritual gifts, talents and abilities to strengthen the ministry of our church (Romans 12:1-8, 1 Peter 4:10, 1 Corinthians 12:27-31a). We will serve with our pastor, staff and leaders of our church to provide effective ministry to our church and community (Ephesians 4:11-12). We will continually strive to develop the heart of a servant and the mind of Christ (Philippians 2:3-8, Colossians 3:17, 23-25).

We Commit to Promote the Testimony of First Baptist Church.

We will faithfully attend Bible Study and Worship Services (Heb-rews 10:25, Psalm 119:105 -106, Acts 2:42). We will live a Christ-like life at home, at work and before our friends, free from the entanglement of sin. (Philippians 1:27-30). We will keep our minds sober, abstaining from any activities that would cause a fellow Christian to stumble. (Romans 14:21, 1 Thessalonians 5:8, Titus 2:12, 1 Peter 1:13, 1 Peter 2:11, 1 Peter 4:7).

ARTICLE IV

POLITY

SECTION 1:

ORGANIZATION: We affirm that this church is an organized body of baptized believers, equal in rank and privilege, operating as a democracy, and that the authority for the decisions of the church rests in the hands of the congregation. The church may delegate authority for certain decisions to trustees or permanent or special committees. Trustees shall be the only legal office authorized to enter into or take other legal action on behalf of the church. The pastor, church staff, members, deacons, trustees and all other officers elected by the church are all servants of the Lord and of the church. No individual or group has any authority to act for the church without the church's authorization. The church recognizes no authority over it other than the Lord Jesus Christ.

SECTION 2:

LEGAL STATUS: This church operating as a non-profit corporation under the laws of the state

of Oklahoma, delegates certain powers to "Trustees" to formally carry out such legal business activities as may be authorized by this congregation. Guidelines establishing such "Trustees" are set forth in the by-laws.

SECTION 3

BY-LAWS: The church may adopt by-laws from time to time as it deems necessary or expedient to carry out the provisions of this constitution.

ARTICLE V

AMENDMENTS

This constitution may be amended by an affirmative vote of two-thirds (2/3) of those present and voting at a meeting called for that purpose after at least two (2) weeks notice with the proposed amendment set out in the notice. In order to vote on the amendment, a quorum must be present.

A quorum for purposes of amending the constitution shall be twenty-five percent (25%) of the resident members of the First Baptist Church of Ada, Oklahoma.

Proposed amendments must be presented to the church council and deacons for review and recommendation prior to submission to the congregation. Amendments must be in written notice (to include electronic communication and The Ada Baptist) sent to the membership thirty (30) days prior to the vote.

BY-LAWS OF THE FIRST BAPTIST CHURCH AT ADA, OKLAHOMA

ARTICLE I

MEMBERSHIP

The congregation reserves the exclusive right to determine who shall be members.

SECTION 1:

QUALIFICATIONS: The membership of this church shall consist of such persons who confess Jesus Christ to be their Savior and Lord, present themselves before the congregation assembled, and who:

A). If coming on profession of faith and for baptism:

- (1) participate in counseling;
- (2) submit for baptism;
- (3) obtain acceptance by a vote of the church;
- (4) enter into its covenant.

B). If coming from other Baptist churches:

- (1) Present satisfactory letters of transfer or substitutes therefore.

SECTION 2:

CANDIDACY: Any person may present himself for membership at any service in any of the following ways:

- A). By public profession of faith and for baptism;
- B). By letter or promise of letter from a church of like faith and order as defined in Article I, Section 3, of the Constitution;
- C). By statement of both faith and immersion baptism, conducted in a church of like faith and order, when for any reason a church letter cannot be obtained; or,
- D). By restoration. After fellowship has been withdrawn from a member, he may be restored to membership when proper acknowledgments are made with evidence of sincere repentance.

Should there be any dissent as to admission of a candidate, the member voicing such dissent shall be afforded a hearing before the deacon body, with the pastor as counsel. This deacon body shall report the findings from its study of the application in question to this church at a special business meeting called within thirty (30) days. A seventy-five percent (75%) vote of members present and voting shall be required to elect such candidates to membership.

SECTION 3

DUTIES: We will be faithful in all duties essential to the Christian life, committed to the Articles of Faith of this church, fulfill the promises agreed to in the church covenant, attend services of the church, provide regular financial support of its total program, and share in its organized work. I Corinthians 6:19, I Corinthians 8:1, et seq.

SECTION 4

RIGHTS OF MEMBERS:

- A). Every member of this church is entitled to be heard and vote at all elections and on all questions submitted to this church, provided the member is present;
- B). Every member of this church is eligible for consideration as candidates for elective lay offices;
- C). Every member of this church may participate in the ordinances of this church as administered by this church.

SECTION 5:

TERMINATION OF MEMBERSHIP: Membership may be terminated upon any one of the following conditions:

- A). Upon due notice of the death of a member, the name shall be erased from the roll;
- B). Letters of transfer will be granted to churches of like faith and order upon request of such church on behalf of a member of this church in good standing;
- C). If a member requests to be released from his obligations to this church, the re-

quest shall be referred to the deacon body with the pastor as counsel. If their efforts to secure continuance in fellowship fail, such request shall be granted and membership terminated;

- D). Upon satisfactory evidence that a member has united with a church of another denomination, notice will be given at a regular business meeting and the name erased from the roll;
- E). Should a member become an offense to this church by reason of immoral or unchristian conduct or by denying acceptance of fundamental doctrines of this church, his membership may be terminated, but only after due notice and hearing, and after faithful efforts have been made to bring such members to repentance in accordance with Matthew, Chapter 18. The deacon body with pastor as counsel will be responsible for such notice and hearing.

ARTICLE II

ORDINANCES

SECTION 1:

BAPTISM: A person may enter into the waters of baptism after having presented himself as a person having accepted Christ as his own personal Savior and requesting baptism by this church. An ordained person will baptize him at the earliest possible time. Baptism is only a personal testimony of faith in the saving of grace of God.

SECTION 2:

LORD'S SUPPER: The Lord's Supper may be celebrated at the Lord's Table by any member of this or any church of like faith and order, after the person through self-examination determines that it is the Lord's will that he partake of such.

The Lord's Supper shall take place at least once each quarter of the year.

ARTICLE III

OFFICERS

This church has authority to establish such offices as it deems necessary and expedient to carry out its purposes and to ordain and license persons who have committed themselves to life service in the ministries. Acts 6:6; Acts 13:3; 1 Timothy 4:13; Titus 1:5-9.

SECTION 1: **PASTOR:**

A. QUALIFICATIONS: the qualifications of a pastor are found in the New Testament in Titus

1: 5-9 and in 1 Timothy 3:1-7. In addition, the pastor should be:

- 1). Committed to the Word;
- 2). Motivated by love and compassion;
- 3). A person of prayer and faith;
- 4). Spiritual, moral obligation and allegiance to being a called man of God;
- 5). He should feel the responsibility of having been called by God to this church to serve as its Shepherd under Christ;
- 6). Ordained by a Baptist church of like faith and order;
- 7). A person of integrity in personal and family life;
- 8). A person who desires to see God work in others' lives;
- 9). Committed to the covenant and articles of faith of this church.

B. DUTIES: The pastor is the spiritual leader of this church. As such, he gives advice and counsel to the deacons and church staff to:

- 1). Lead this church in the achievement of its mission as a New Testament church;
- 2). Proclaim the gospel to believers and unbelievers through his preaching ministry and his visitation;
- 3). Care for this church's members and other persons in the community in times of joy and sorrow;
- 4). Perform the ordinances set forth in Article II, Sections 1 and 2, and be responsible for the church ordination services;
- 5). Support all of the organizations and programs of this church;
- 6). Serve as an ex-officio member of all church committees.

C. METHOD OF CALLING: Whenever a vacancy occurs, a search committee shall be elected by this church at a meeting called for that purpose in the following manner:

- 1). Notice of election shall be given at least one (1) week prior to the election;
- 2). Members present at the meeting will vote by secret ballot for up to five (5) members of the church;
- 3). The moderator shall appoint a counters committee of sufficient numbers to count the ballots. Nominees will not be eligible to serve on the committee;
- 4). The five (5) members with the greatest number of votes will constitute the search committee;
- 5). Alternates will be in order of next highest votes received;
- 6). Once constituted, the committee shall select from among its members a chairman, vice-chairman and secretary;
- 7). The search committee shall confer with the finance committee, the personnel committee, and the deacon body prior to the calling of a pastor;
- 8). A meeting of this church will be held to consider whether this church should call a person whose name has been placed before the congregation by the search committee as its pastor. The moderator will conduct the meeting. The vote to call the pastor will be by secret ballot. An affirmative vote of three-fourths (3/4) of the members present and voting shall be required to call the pastor. The Committee on Committees or its designees, excluding members of the search committee, will count the votes. 'Candidates for ministerial staff positions will meet with the deacons prior to coming in view of a call. A one (1) week notice will be given to

church members before the person is presented to the church for a vote. Such vote will be taken after the morning service.' (As amended 8-31-14)

D. TERMINATION OR RESIGNATION:

- 1). The relationship between the pastor and this church shall continue until terminated at the pastor's request or at the request of this church.
- 2). The pastor may relinquish the office of pastor by giving at least two (2) weeks' notice to this church at the time of his resignation.

This church may declare the office of pastor vacant. Such action shall take place at a meeting called for that purpose after at least one (1) week's public notice has been given. The meeting may be called upon the recommendation of a majority of the personnel committee and a majority of the deacon body or by written petition signed by not less than one-fourth (1/4) of the resident members. The vote to declare the office vacant shall be by secret ballot; the moderator shall appoint a committee of a sufficient number to count the ballots; an affirmative vote of three-fourths (3/4) of the members present and voting being necessary to declare the office vacant.

SECTION 2:

DEACON: The office of deacon is one of ministry and service to Jesus Christ through his church. Any other understanding of this office does disservice to the New Testament record. This is not an office or position given to someone to honor him. To be eligible for this respected position, a deacon must have been a member of this church at least two years, be a male over 25 years of age, and must seek to consistently meet the following meet the following qualifications:

A. QUALIFICATIONS:

- 1). Of good reputation;
- 2). Full of the Holy Spirit;
- 3). Full of wisdom;
- 4). Full of faith;
- 5). Reverent;
- 6). Not double tongued;
- 7). Not given to much wine;
- 8). Not greedy for money;
- 9). Holding the mystery of the faith with a pure conscience;
- 10). Be proved;
- 11). Being found blameless;
- 12). Wife must be reverent, not a slanderer, temperate, faithful in all things;
- 13). Husband of one wife;
- 14). Ruling his children and his own house as well.

B. DUTIES OF DEACONS:

- 1). A servant of this church;
- 2) Guard the unity of this church;
- 3) Stand ready to serve the pastor and this church concerning the welfare, ministry and needs of this church;
- 4) Minister to the spiritual needs of the church body;
- 5) Actively serve and provide spiritual leadership to committees to which they are

appointed.

- 6) Review and make recommendations to this church regarding committee requests through the clerk in writing.

C. METHOD OF SELECTION

- 1) Each year the deacon body shall recommend to the church the number of new deacons to be ordained. The number of deacons shall be such that there is at least one active deacon for every 15 families in the church. The number of active deacons shall be considered to be the average number of deacons in attendance at deacons meetings for the past 12 months who also attend worship services. The deacon chairman and the associate pastor shall determine the number of new deacons needed. No more than seven deacons shall be ordained at any one time. (#1) In the event a need exists to add to the body of deacons, the church shall instruct the deacon body to appoint two (2) of its number and the committee on committees to appoint to (2) members of the congregation, not deacons, each of whom shall serve on a deacon search committee to search out candidates from the membership;
- 2) Candidates will visit with the deacon body to give testimony of their conversion experience and their beliefs regarding the holy scriptures and the articles of faith;
- 3) The deacon body shall report the findings of their examination to the deacon search committee. The deacon search committee shall recommend those found qualified to the church at a meeting called for the purpose of calling deacons;
- 4) Notice of the meeting shall be given to all members at least one (1) week prior to the meeting. Voting shall be by secret ballot. The candidates' name shall appear on a ballot with a "yes" or "No" designation. An affirmative vote of three-fourths (3/4) of the members present and voting is required to call the deacon;
- 5) Ordination of deacons called shall be within thirty (30) days of their election.

D. ACCOUNTABILITY AND REPONSE:

- 1) Out of concern for church harmony and effectiveness, it is vital that all deacons fulfill these qualifications and duties. Frequent violations of these qualifications and/or failure to perform these duties by any deacon shall be subject to the loving confrontation by the deacon officers.

SECTION 3:

LAY OFFICES: The Committee on Committees shall nominate lay member candidates for each office as follows: Church Clerk—two (2) candidates, the one receiving the most votes shall be elected. Treasurer and Assistant Treasurer—three (3) candidates, the one receiving the most votes will be Treasurer and the one receiving the second most votes will be Assistant Treasurer. Trustees—two (2) candidates, the one receiving the most votes will be elected to serve a three-year term or unexpired remainder of any vacancy. Moderator & Assistant Moderator—three (3) candidates, the one receiving the most votes will be Moderator and the one receiving the second most votes will be Assistant Moderator.

A. CHURCH CLERK: The church clerk shall be elected by this church each year preceding the year of service. The clerk shall do the following:

- 1). Be custodian of the record of all church membership, non-resident, resident active, resident inactive, resident confined, transfer of letters, statement, erasures and death. The clerk shall keep an updated file of such membership;
- 2). Keep minutes of all services: worship, Wednesday prayer service and business and special meetings. The clerk shall record them for the entire year and bind them for reference;
- 3). Maintain a record of all recommendations to this church for church conferences and see that the moderator has the record available before conference in proper order;
- 4). A secretary from the church staff shall be designated as assistant church clerk and that person's job description will state the responsibility for executing the above described duties under policy guidance of the elected church clerk.

B. TREASURER: The treasurer of this church shall be elected by this church each year preceding the year of service. His duties shall be:

- 1). The Treasurer shall be responsible for overseeing of money directed into this church, that it is deposited, allocated to proper accounts, and disbursed according to church policy;
- 2). The Treasurer shall be an ex-officio member of the Budget and Finance/ Stewardship Committees; (#2)
- 3). The Treasurer will be one of the co-signers of all checks written upon the First Baptist Church of Ada. No check shall be valid unless signed by one person from each of the following two (2) groups of people:

GROUP 1: Treasurer, Assistant Treasurer or Chairman of the Finance/Stewardship committee;

GROUP 2: The Church Financial Secretary or Church Administrator;

- 4). The Treasurer shall be responsible for directing the Finance/Stewardship Committees to develop and recommend to this church financial policies that will insure the proper handling of all receipts and disbursements of this church;
- 5). The Treasurer shall render or cause to be rendered to the church at each regular business meeting, an itemized report of the receipts and disbursements of the preceding month. (#2)

C. ASSISTANT TREASURER: The Assistant Treasurer shall be elected by this church each year preceding the year of service. The Assistant Treasurer shall serve as cosigner of checks in the absence of the treasurer, but no check shall be signed solely by the Treasurer and Assistant Treasurer.

D. TRUSTEES: The Trustees shall be composed of three (3) resident members of the church, at least one (1) of whom must be a deacon. The Trustees shall be elected by this church and shall serve three (3) year staggered terms and can serve successive terms. Three (3) names shall be nominated by the Committee on Committees and they shall be elected by this church preceding the term of service. (#3)

The trustees shall hold in trust this church's properties. Upon specific vote of this church authorizing each action, they hold the power to buy, sell, mortgage, lease, rent or transfer any church property. When signatures of trustees are required, they shall sign such legal documents involved in such transactions described above. They shall also, upon church approval, be the sole authorities to borrow money for this church. They shall see that all legal documents, church financial records and all minutes are stored and protected in a fire-proof area, available for future reference.

E. MODERATOR: The Moderator shall be elected each year by this church. The Moderator can speak on any question before this church after stepping aside and allowing this church to designate a temporary moderator for that question. In case of a tie vote by this church, the Moderator can break a tie by his vote if he chooses. (#4)

F. ASSISTANT MODERATOR: The Assistant Moderator shall be elected each year by the church. (#5)

ARTICLE IV

COMMITTEES

This church shall establish such committees, as it deems necessary and expedient to carry out its purposes.

SECTION 1: **PURPOSES:**

- A). To increase the number of members who share in the workload of this church;
- B). To provide opportunity for detailed study of specific problems that confront the church membership;
- C). To save time of this church in business session;
- D). To provide opportunities to reconcile divergent view points and to bring to this church a satisfactory solution;
- E). To provide opportunity for Christian growth and the development of a sense of personal responsibility;
- F). To stimulate creative thought and sharpen ideas for more effective solutions.

SECTION 2:

QUALIFICATIONS: A church committee must meet the following qualifications:

- A). Created only by vote of this church;
- B). Its members must be dedicated church members, actively involved in this church for at least one (1) year;
- C). Maintain accurate minutes of matters considered and requests made and deliver a copy of those minutes to the church clerk;
- D). Make recommendations to the church after submission to the deacon body and pastor for review;
- E). If a member misses three (3) consecutive meetings, the position can be considered vacated and the chairman can report the vacancy to the Committee on Committees;
- F). The committee shall report monthly on its actions to the church clerk. If the committee does not meet in a given month, that fact should be reported in writing to the clerk by the last day of the month;
- G). All meetings of committees should be preceded by notice to all members.

SECTION 3:

DUTIES: Committees are expected to perform the following minimal duties:

- A). Meet as often as necessary, but not less than quarterly;
- B). Consider matters within the duties assigned to it by this church;
- C). Maintain accurate minutes of matters considered and requests made and deliver a copy of those minutes to the church clerk;
- D). Make recommendations directly to the deacon body for approval or disapproval, along with the pastor for his input and/or comments. The chairman of the committee concerned may then submit to the church body for church action, with the recommendation from the deacon body.
- E). If a member misses three (3) consecutive meetings, the position will be considered vacated unless an emergency exists which will be determined by the chairperson of the committee concerned, and then the chairperson of that committee will report the vacancy to the Committee on Committees. Member who has vacated a position, for any reason, will be given the courtesy of a written or oral notification by the Chair of affected committee.
- F). The committee shall report monthly on its actions to the church clerk. If the committee does not meet in a given month, that fact should be reported in writing to the clerk by the last day of the month; Assistant Moderator: The Assistant Moderator shall be elected each year by the church.
- G). All meetings of committees should be preceded by notice to all members.

SECTION 4:

METHOD OF SELECTION AND TERM: Members shall be selected and serve as follows:

- A). Members will be nominated by the Committee on Committees for election by the congregation;
- B). Members will serve for a term of three (3) years with one-third (1/3) of the members rotating off annually; (#6)
- C). Vacancies on committees shall be filled by appointment by the Committee on Committees. Appointed members will serve out the balance of the term of the member whom they replace;
- D). Members may not succeed themselves on the same committee. On the three key committees, (Stewardship, Personnel, and Committee on Committees) after a member has served his/her term, he/she and his/her spouse may not be appointed or elected to any of the three key committees for a period of one year. No one may serve on more than one regular committee at a time, and a person elected to the Committee on Committees while on a regular committee must resign from that committee if they accept the position on the Committee on Committees. (#7)
- E). Vacancies on committees will be filled for the unexpired term by recommendation of the Committee on Committees as soon as possible. Notification to the Deacons and approval by the Church will follow at next appropriate monthly meeting.

SECTION 5:

CHURCH COUNCIL: The Church Council shall serve this church by planning, coordinating, and evaluating the ministries and programs of this church and its organizations. The Church Council is not a policy making body, as that is a function of church approved committees.

The Church Council shall be made up of the Pastor, Associate Pastor, Chairman of the Deacons, Stewardship Committee Chairman, Properties Committee Chairman and Personnel Committee Chairman.

SECTION 6:

COMMITTEE ON COMMITTEES: The Committee on Committees shall consist of nine (9) members, nominated and elected by the congregation. Each member shall serve a term of three (3) years with one-third (1/3) of the committee rotating off annually. Any vacancies occurring on the **Committee on Committees** prior to the expiration of their normal term shall be filled by the church Nominating Committee with the appointee serving out the remainder of the term. The duties of the Committee on Committees shall be the following:

- A). Nominate members to serve on the committees of the church each year;
- B). Fill vacancies when necessary through death, resignation or other vacancy on committees;

- C). Work closely with the pastor and/or other staff members in the selection of committee nominees;
- D). Prepare and annually update a handbook on policies and procedures for committees.

ARTICLE V

STAFF

SECTION 1

QUALIFICATIONS: All ministerial staff called by this church into special ministry shall meet the following qualifications:

- A) Christian committed to the Word and ordained by a Baptist church of like faith and order;
- B) Motivated by love and compassion;
- C) A person of prayer and faith;
- D) Spiritual, moral obligation and allegiance to being a called man of God;
- E) A person of integrity in personal and family life;
- F) A person who desires to see God work in others' lives;
- G) Committed to the covenant and articles of faith of this church.

All non-ministerial staff employed by this church shall be willing to perform the duties as set forth in their job descriptions and shall be willing to abide by personnel and policy procedures.

SECTION 2

DUTIES: All staff called by this church into special ministry shall have the following duties:

- A) Lead this church in the achievement of its mission as a New Testament church;
- B) Proclaim the gospel to believers and unbelievers through their special ministry and visitation;
- C) Care for this church's members and other persons in the community in times of joy and sorrow;
- D) Adhere to the written job description as set forth by the Personnel Committee for that particular special ministry.

All non-ministerial staff employed by this church shall perform those duties assigned to them.

SECTION 3:

METHOD OF CALLING MINISTERIAL STAFF: The Personnel Committee shall recommend the ministerial staff to the church. The Personnel Committee will work with the Pastor and other appropriate committee members in making selections. All recommendations for employment of ministerial staff would be subject to a call by the

church as set forth in Article III, Section1, (C) (8).

ARTICLE VI

MEETINGS

SECTION 1:

WORSHIP SERVICES: The church shall meet regularly each Sunday morning, Sunday evening, and Wednesday evening for the worship of Almighty God. Prayer, praise, preaching, instruction, and evangelism shall be among the ingredients of these services. The pastor shall direct the services for all the church members and for all others who may choose to attend.

SECTION 2:

SPECIAL SERVICES: Revival services and any other church services essential to the advancement of the church's objectives shall be placed on the church calendar. Special services shall be scheduled by the Pastor with the consent of the Evangelism Committee. No fees are to be paid to guest presenters at special services in excess of the love offering actually collected without prior church approval. Monies received as love offerings shall be deposited in regular church bank account; after proper accounting, the love offering will be disbursed only by church check drawn for that specific purpose.

SECTION 3:

BUSINESS MEETINGS: Quarterly conferences of the church will be held in January, April, July and October of each year. This will change from monthly church conferences. The agenda will be printed as an insert to the previous Sunday's bulletin. Special business meetings may be called by the Church Council, provided that all active members are notified of such meetings at least one (1) week prior to the meeting unless extreme urgency renders such notice impractical.

A. ORDER OF BUSINESS: The regular business meetings will be opened with reading of the scripture, singing and prayer.

- 1) The moderator shall then call the meeting to order and publish the agenda;
- 2) The reading, correction, and approval of the minutes of the preceding meeting, copies of which shall be available to members at the meeting;
- 3) Unfinished business, reports of committees taken in order, and recommendations of the deacon body and pastor;
- 4) New business, which shall include the reception or dismission of members; all new business shall be referred to the appropriate committee prior to action, unless extreme urgency renders referral for committee action inappropriate;
- 5) Motions and financial reports to include bills payable, shall be available to the members in writing at the meeting;
- 6) Any major decisions brought before the church for a vote should be voted on by means of a written ballot.

B. PROCEDURE: In the conduct of the meetings of this church, informal, fair and democratic procedure is preferred to legalistic formality whenever practical, but the rules contained in Roberts Rules of Order, revised, shall govern the meetings in all cases to which they are applicable, and in which they are not inconsistent with the by-laws of this church.

C QUORUM: Unless otherwise stated in these by-laws, a quorum shall consti-

tute all members present and voting at a business meeting.

D NOMINATIONS: Unless specifically stated otherwise in these by-laws, nothing herein shall be construed to prevent any member from nominating another person or persons for an office or committee.

ARTCLE VII

PROGRAM ORGANIZATIONS

The church shall maintain programs of Bible teachings, church member training, church leader training, new member orientation; mission education, action and support; music education, training and performance. All organizations related to the church programs shall be under church control, all officers being elected by the church and reporting regularly to the church, and all programs shall provide the human resources the physical resources, and the financial resources for the appropriate advancement of these programs.

SECTION 1:

SUNDAY SCHOOL: The Sunday School shall be the basic organization for the Bible teaching program. Its tasks shall be to teach the biblical revelations, reach persons for Christ and church membership, and interpret information regarding the work of the church and denominations.

The Sunday School shall be organized by departments and/or classes, as appropriate for all ages, and shall be conducted under the direction of the Sunday School Director elected by the church.

SECTION 2:

CHURCH MUSIC: The Church Music Organization, under the direction of the church elected Music Director, shall be the music education, training and performance organization of the church. Its tasks shall be to teach music, train persons to lead, sing, and play music, provide music in the church and community, and provide and interpret information regarding the work of the church and denomination.

The Church Music Program shall have such officers and organization as the program requires.

ARICLE VIII

FINANCES

In all financial matters, the Church Treasurer will have overall supervision to expedite and facilitate the responsibilities set forth in these by-laws and any resulting policies, rules or regulations formulated by any committee as it may relate to fiscal matters.

SECTION 1:

BUDGET: The Church shall ask the Stewardship Committee to present an inclusive annual budget, which indicates by items the amount needed and sought for all local expenses, purposes, missions and benevolence. The Church Council shall review the proposed budget prior to its submission for approval by the church body.

SECTION 2:

ACCOUNTING PROCEDURES: All funds received for any and all purposes shall be accounted for by the Church Treasurer and be properly recorded on the books of the church. Those who have responsibility that involves actual handling of funds shall be bonded at church expense. Offering envelopes will be provided for members' use and a system of accounting that will adequately provide for the handling of all funds shall be the responsibility of the Finance/ Stewardship Committee.

SECTION 3:

FISCAL YEAR: The Fiscal year of the church shall be January 1 to December 31 of each year.

SECTION 3:

COMMERCIAL CARDS:

First Baptist Church of Ada Commercial Cards are issued to the Ministerial Staff.

The Commercial Card is provided for the sole purpose of conducting Church related business:
No personal charges of any kind will be allowed on the Commercial Card.

In accordance with existing church purchasing policy, expenditures of any kind will require a Purchase Order number secured prior to incurring the expense. Procedure for securing a Purchase Order number is outlined in the Policy and Procedures Manual.

The monthly Commercial Card bill will be forwarded to the staff member for his review. A Purchase Order number will be assigned to every charge. The Commercial Card bill is to be returned to the Financial Business office no later than two weeks prior to the due date. The staff member will be responsible for reimbursing the Church for any interest charges that accrue due to the late return of the Commercial Card bill to the Financial Business office.

A lost or stolen Commercial Card is to be reported to the Business Administrator immediately.

The Commercial Card remains the property of the issuing bank. It may not be transferred to, assigned to, or used by anyone other than the designated Cardholder. The issuing bank or FBC, Ada may suspend or cancel Cardholder privileges at any time for any reason. The Cardholder will surrender the Commercial Card upon request to the Business Administrator.

Spending Limits: Each Commercial Card has pre-set spending limits which may not be exceeded. The Commercial Card should be used wherever and whenever possible for charging materials and selected services. (Including shipping, handling and any tax,, if applicable.) **NO PERSONAL EXPENSES ARE TO BE CHARGED TO THE COMMERCIAL CARD.**

Commercial Card Abuse: Abuse of the Commercial Card may result in revocation of the Card and appropriate disciplinary action taken. Policy violations include, but are not limited to:

Purchasing items for personal use.

Exceeding bank credit line limit.

Using the Commercial Card for personal travel and entertainment purposes.

Failure to secure purchase order numbers or to adhere to existing church policy.

Receipts: It is the Commercial Cardholder's responsibility to obtain transaction receipts/invoices from the merchant or vendor each time the Commercial Card is used. These receipts must show the sales tax charges as a separate line item, if a tax is to be paid. It is the Cardholder's responsibility to check with the vendor if the purchase is tax exempt. If so the receipt would reflect this. Each month, the Cardholder will receive an activity statement from the Financial Office. Individual transaction receipts are to be attached to this monthly activity report and submitted to the Business Administrator for review and approval.

Protecting the Commercial Card: The Commercial Card is valuable property which requires proper treatment by the Cardholder to protect it from misuse by unauthorized parties.

Validation/Safekeeping: Sign the Commercial Card immediately upon receipt. Turn in the Commercial Card to the Business Administrator upon the expiration date. Make sure the Commercial Card is returned to you after each charge and verify that the returned card has your name on it. Carbon sheets should be obtained and destroyed.

Lost/Stolen Commercial Cards: If the Commercial Card is stolen, contact the Bank's 24 hour toll free number at _____. The Cardholder is also required to contact the Business Administrator at (580)332-4121.

The Undersigned Commercial Card Cardholder applicant and supervisor request that a Commercial Card be issued to the applicant. This applicant has read the above agreement and guidelines and agrees to be bound by their terms and conditions.

Commercial Card Cardholder Applicant

Date

Please keep a copy for your records. Financial Office will keep originals on file.

ARTICLE IX

CHURCH OPERATIONS MANUAL

SECTION 1:

ORGANIZATIONAL CHART: An organizational chart shall be prepared which will depict the lines of authority and responsibility in the administration of the church. This chart shall be reviewed periodically by the Church council and shall be revised as needed. A copy shall be included in the church operations manual.

SECTION 2:

POLICIES AND PROCEDURES: All church policies, procedures and job descriptions shall be described in the church operations manual and shall include policies for use of the buildings and equipment (general, property care, equipment, organ and pianos, kitchen, banquets, receptions, weddings, funerals, etc.), use of vehicles and use of the Falls Creek cabin.

The manual shall be kept in the church office and made available to any member of the church. The church secretary shall maintain the manual. Any church member or organization when presented through the proper committee may initiate changes in policies and procedures. Additions, revisions, or deletions of church policies require (1) recommendation of the organi-

zation or committee to whose area of assignment the policy relates, and (2) Approval by the church.

ARTICLE X

AMENDMENTS

Amendments to the by-laws shall be by an affirmative vote of two-thirds (2/3) of those present and voting at a meeting called for that purpose after at least two (2) weeks' notice with the proposed amendment set out in the notice. These by-laws make void any previous action of the church if such action is not in agreement with them.

CERTIFICATION OF ADOPTION

These by-laws consisting of ten (10) articles and eighteen (18) pages were adopted by the church in special session on the 20th day of January, 1991, and subsequently amended on May 31, 1992; November 29, 1992; December 20, 1992; April 25, 1993. The by-laws are to be effective on the 1st day of February 1991.

FOOTNOTES (AMENDMENTS)

FOOTNOTE #1: On April 25, 1993, the following statement was omitted from Article III, Section 2, C: "The church members shall be the sole authority to determine the number of deacons to be ordained." This statement was added: "The number of deacons shall be such that there is at least one active deacon for every 20 families in the church. The number of active deacons shall be considered to be the average number of deacons in attendance at deacons' meetings for the past 12 months who also regularly attend worship services. In November of each year, the deacon chairman and associate pastor shall determine the number of new deacons needed based on current information. However, no more than seven deacons shall be ordained in any calendar year."

FOOTNOTE #2: On December 20, 1992, the following statement was omitted from Article III, Section 3, B: "He shall see that an annual audit of finances of this church be presented to this church for its review."

FOOTNOTE #3: On May 31, 1992, in Article III, Section 3, D, the following statement was amended: "Ten (10) names shall be nominated by the Committee on Committees and they shall be elected by this church preceding the term of service." This was amended to read "Three (3) names".

FOOTNOTE #4: On November 29, 1992, in Article III, Section 3, E, the following statement was deleted: "In the event the Moderator is absent, the members present shall select a

temporary moderator by a voice vote.”

FOOTNOTE # 5: On November 29, 1992, in Article IV, Section 3, F, the following statement was added: “F. Assistant Moderator: The Assistant Moderator shall be elected each year by the church.”

FOOTNOTE # 6: On December 20, 1992, in Article IV, Section 4, B, the following statement was deleted: “Except the Money Counter Committee, the members of which will serve until replaced by this church”.

FOOTNOTE # 7: On April 25, 1993, in Article IV, Section 4, D, the following statement was added: “On the three major committees, (Stewardship, Personnel, and Committee on Committees) after a member has served his/her term, he/she and his/her spouse may not be appointed or elected to any of the three major committees for a period of one year. No one may serve on more than one regular committee at a time, and a person elected to the Committee on Committees while on a regular committee must resign from that committee if they accept the position on the Committee on Committees.”

AMMENDMENTS TO THE CONSTITUTION AND BY-LAWS APPROVED BY THE CHURCH SEPTEMBER 28, 2003:

By-Laws Article III, Section 3

“The Committee on Committees shall nominate lay member candidates for each office as follows: Church Clerk – two (2) candidates, the one receiving the most votes shall be elected. Treasurer and Assistant Treasurer – three (3) candidates, the one receiving the most votes will be Treasurer and the one receiving the second most votes will be Assistant Treasurer. Trustees – two (2) candidates, the one receiving the most votes will be elected to serve a three-year term or unexpired remainder of any vacancy. Moderator and Assistant Moderator – three (3) candidates, the one receiving the most votes will be Moderator and the one receiving the second most votes will be Assistant Moderator.”

By-Laws Article III, Section 3, B. Treasurer

“The treasurer of this church shall be elected by this church each year preceding the year of service. Duties shall be . . .”

By-Laws Article III, Section 3, D. Trustees

“The Trustees shall be composed of three (3) resident members of the church, at least one (1) of whom must be a deacon. The Trustees shall be elected by this church and shall serve three (3) year staggered terms and can serve successive terms.”

By-Laws Article IV, Section 3, E

“If a member misses three (3) consecutive meetings, the position will be considered vacated unless an emergency exists which will be determined by the chairperson of the committee concerned, and then the chairperson of that committee will report the vacancy to the Committee on Committees. Member who has vacated a position, for any reason, will be given the courtesy of a written or oral notification by the Chair of affected committee.”

By-Laws Article IV, Section 4, E

“Vacancies on committees will be filled for the unexpired term by recommendation of the Committee on Committees as soon as possible. Notification to the Deacons and approval by the Church will follow at next appropriate monthly meeting.”

By-Laws Article IV, Section 4, D

“Members may not succeed themselves on the same committee. On the three key committees, (Stewardship, Personnel, and Committee on Committees) after a member has served his/her term, he/she and his/her spouse may not be appointed or elected to any of three key committees for a period of one year. No one may serve on more than one regular committee at a time, and a person elected to the Committee on Committees while on a regular committee must resign from that committee if they accept the position on the Committee on Committees.”

By-Laws Article IV, Section 6, Committee on Committees

“The Committee on Committees shall consist of nine (9) members, nominated and elected by the congregation. Each member shall serve a term of three (3) years with one-third (1/3) of the committee rotating off annually. Any vacancies occurring on the **Committee on Committees** prior to the expiration of their normal term shall be filled by the church Nominating Committee with the appointee serving out the remainder of the term. The duties of the Committee on Committees shall be the following. . .”

Amendment to the Constitution & By-Laws approved by the Church on September 27, 2009

This change is in Article III, Section 2: DEACONS—The following paragraph was added:
The office of deacon is one of ministry and service to Jesus Christ through his church. Any other understanding of this office does disservice to the New Testament record. This is not an office or position given to someone to honor him. To be eligible for this respected position, a deacon must have been a member of this church at least two years, be a male over 25 years of age, and must seek to consistently meet the following meet the following qualifications:

This change is in Article III, Section 2: Deacons, A. Qualifications

The following line was deleted: The qualifications of a deacon are found in the New Testament scriptures in the book of Acts 6:3-5 and 1 Timothy 3:8-12, as follows:

This change is in Article III, Section 2: DEACONS, C. METHODS OF SELECTION:

1.) The following lines were deleted: In November of each year and based on the current information. The following line was changed:(old)-in any calendar year; to read (new)-at any one time.

This change is to ARTICLE III—CHURCH COVENANT

Below is the Original:

In paragraph one: the word angels was deleted. The following line was added: As members of First Baptist Church, to the best of our ability, we commit to practice the following principles:

The following paragraph was added: We Commit to Protect the Unity of First Baptist Church. We will support and follow the leadership of the church as they seek to follow the leadership and direction of God (Hebrews 13:17, Romans 15:5). We will love and forgive others as Jesus loves and forgives us (1 Peter 1:22, Colossians 3:13). Our speech will be with grace while living in peace with one another (Colossians 2:6, 1, 1 Thessalonians 5:13, Philippians 2:2-3).

The following paragraph was deleted: We engage, therefore, by 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, and the relief of the poor, and the spread of the gospel through all nations.

The following paragraph was added: We Commit to Participate in the Responsibility of First Baptist Church. We will pray for the people of our church, the ministry of our church, the health of our church and the growth of our church (Matthew 7:7-8, 1 Thessalonians 1:1-3). We will greet guests and visitors present at our church with love, warmth and acceptance (Romans 15:7, 13). We will invite our unchurched family members, friends, neighbors and co-workers to attend our church so they will hear the Gospel of Jesus Christ (Luke 14:23). We will provide for the financial needs of our church by faithfully giving our tithes and other offerings (1 Corinthians 16:2, Leviticus 27:30, Malachi 3:8-11).

The following paragraph was deleted: 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 all tattling, back-biting, and excessive anger; to abstain from the sale and use of intoxicating drinks as a beverage, and to be zealous in our efforts to advance the kingdom of our Savior.

The following paragraph was added: We Commit to Practice Ministry in our life and at First Baptist Church. We will discover, develop and use our spiritual gifts, talents and abilities to strengthen the ministry of our church (Romans 12:1-8, 1 Peter 4:10, 1 Corinthians 12:27-31a). We will serve with our pastor, staff and leaders of our church to provide effective ministry to our church and community (Ephesians 4:11-12). We will continually strive to develop the heart of a servant and the mind of Christ (Philippians 2:3-8, Colossians 3:17, 23-25).

The following paragraph was deleted: 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 of 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.

The following paragraph was deleted: 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.

The following paragraph was added: We Commit to Promote the Testimony of First Baptist Church. We will faithfully attend Bible Study and Worship Services (Hebrews 10:25, Psalm 119:105-106, Acts 2:42). We will live a Christ-like life at home, at work and be-

fore our friends, free from the entanglement of sin. (Philippians 1:27-30). We will keep our minds sober, abstaining from any activities that would cause a fellow Christian to stumble. (Romans 14:21, 1 Thessalonians 5:8, Titus 2:12, 1 Peter 1:13, 1 Peter 2:11, 1 Peter 4:7).

AMMENDMENTS TO THE CONSTITUTION AND BY-LAWS APPROVED BY THE CHURCH AUGUST 31, 2014:

BYLAWS: Article III, Section 1, (c) (8) Old wording: “The meeting will be preceded by one (1) week’s notice to all church members that a person will be presented in view of a call following services conducted by the prospective pastor, which shall include the morning service, and afternoon visit with the deacons, and the evening service.”

Amended Change: Candidates for ministerial staff positions will meet with the deacons prior to coming in view of a call. A one (1) week notice will be given to church members before the person is presented to the church for a vote. Such vote will be taken after the morning service.

Amendment to the Constitution & By-Laws approved by the Church on February 28, 2016:

Article II: Articles of Faith

Replaced the entire Articles of Faith, which is the Baptist Faith and Message as adopted by the Southern Baptist Convention in 1963, with the Baptist Faith and Message adopted by the Southern Baptist Convention in 2000.

Article V: Amendments

Current version:

(Last sentence) Amendments must be in written notice mailed to membership thirty (30) days prior to the vote.

Proposed new version:

(Last sentence) Amendments must be in written notice (to include electronic communication and The Ada Baptist) sent to the membership thirty (30) days prior to the vote.

Bylaws: Article I Membership: Section 3: Duties:

Current version:

Duties: We will be faithful in all duties essential to the Christian life, fulfill the promises agreed to in the church covenant, attend services of the church, provide regular financial support of its total program, and share in its organized work. I Corinthian 6:19, I Corinthians 8:1, et seq.

Proposed amended version:

Duties: We will be faithful in all duties essential to the Christian life, committed to the Articles of Faith of this church, fulfill the promises agreed to in the church covenant, attend services of the church, provide regular financial support of its total program, and share in its organized work. I Corinthian 6:19, I Corinthians 8:1, et seq.

Ammendments to the Constitution and By-laws as approved by Special Church Conference on February 26, 2017

Proposed that Article IV Committees, Section 5 Church Council to read; The church council shall be made up of the Pastor, Associate Pastor, Chairman of Deacons, Stewardship Committee Chairman, Properties Committee Chairman and Personnel Committee Chairman.

Proposed that Article VI, Section 3 Business Meetings; that Quarterly conferences of the church will be held in January, April, July and October of each year. This will change from monthly church conferences.

Proposed changes to Article VII Delete Section 2 Discipleship Training, Section 3 Women's Missionary Union, Section 4 The Brotherhood. These organizations do not exist anymore in our church.

Ministry Teams

Replace or delete the following committees with Ministry Teams:

Children's Day Out Committee delete

Baptism Committee, Communications/Music Committee, Youth/Recreation Committee, Pre-school Committee and Children's Committee. The pastors in these areas will be responsible to recruit and supervise their own ministry teams.

