

CONSTITUTION

FAYETTEVILLE FIRST BAPTIST CHURCH, INC. OF FAYETTEVILLE, GEORGIA

PREAMBLE

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

ARTICLE I NAME, PURPOSE AND RELATIONSHIPS

Section 1

This body shall be known as "Fayetteville First Baptist Church, Inc." of Fayetteville, Georgia, and generally called Fayetteville First Baptist Church.

Section 2

The purpose of this church is to worship the Lord, reach the lost, disciple the saved, and care for the hurting. We will seek to preach, teach, and live the whole Word of God, the Bible. We will obey the Head of our church, Jesus Christ, who by example and command teaches us to begin, continue, and end our work through prayer.

Section 3

This body will cooperate with the Fairburn Baptist Association, the Georgia and Southern Baptist Convention, and other like-minded organizations in sending the Gospel to the four corners of the earth.

ARTICLE II GOVERNMENT

Section 1

All authority over the affairs of the Church is vested in the Church in conference. The Church in conference by its By-laws or otherwise may delegate to its officers, committees, or organizations such authority as it sees fit.

Section 2

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

ARTICLE III ARTICLES OF FAITH

1. THE SCRIPTURES: The Holy Bible was written by men divinely inspired and is the record of God's revelation of Himself to man. It is the supreme standard by which all human conduct, creeds, and religious opinions should be tried.

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. To Him we owe the highest love, reverence, and obedience. The eternal God reveals Himself to us as Father, Son and Holy Spirit, with distinct personal attributes, but without division of nature, essence, or being.

God as Father reigns with providential care over His universe, His creatures, and human history according to the purposes of His grace. He is all-powerful, all-loving, and all-wise.

Christ is the eternal Son of God. In His incarnation as Jesus Christ He was conceived of the Holy Spirit and born of the virgin Mary. Jesus perfectly revealed and did the will of God, taking upon Himself the demands and necessities of human nature and identifying Himself completely with mankind, yet without sin. In His death on the cross He made provision for the redemption of men from sin. He was raised from the dead with a glorified body and appeared to His disciples. He ascended into heaven and is now exalted at the right hand of God where He is the One Mediator between God and man.

The Holy Spirit is the Spirit of God. He inspired holy men of old to write the Scriptures. Through illumination He enables men to understand truth. He exalts Christ. He convicts of sin, of righteousness, and of judgment. He calls men to the Savior, and effects regeneration. He cultivates Christian character, comforts believers, and bestows the spiritual gifts by which they serve God through His Church. He seals the believer unto the day of final redemption. His presence in the Christian is the assurance of God to bring the believer into the fullness of the stature of Christ. He enlightens and empowers the believer and the church in worship, evangelism, and service.

3. MAN: Man was created by the special act of God, in His own image, and is the crowning work of His creation. In the beginning man was innocent of sin and was endowed by his Creator with freedom of choice. By his free choice man sinned against God and brought sin into the human race. Through the temptation of Satan man transgressed the command of God, and fell from his original innocence: whereby his posterity inherit a nature and an environment inclined toward sin, and as soon as they are capable of moral action become transgressors and are under condemnation. Only the grace of God can bring man into His holy fellowship and enable man to fulfill the creative purpose of God. The sacredness of human personality is evident in that God created man in His own image, and in that Christ died for man; therefore, every man possesses dignity and is worthy of respect and Christian love.

4. SALVATION: Salvation involves the redemption of the whole man and is offered freely to all who accept Jesus Christ as Lord and Savior, who by His own blood obtained eternal redemption for the believer. In its broadest sense salvation includes regeneration, sanctification, and glorification.

5. GOD'S PURPOSE OF GRACE: Election is the gracious purpose of God, according to which He regenerates, 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 a glorious display of the sovereign goodness of God who is infinitely wise, holy, and unchangeable. All true believers endure to the end. It excludes boasting and promotes humility.

6. THE CHURCH: A New Testament Church of the Lord Jesus Christ is a local body of baptized believers who are associated by covenant in the faith and fellowship of the Gospel, observing the two ordinances of privileges invested in them by His Word, and seeking to extend the Gospel to the ends of the earth.

This church is an autonomous body, operating through democratic processes under the Lordship of Jesus Christ. In such, all congregation members are equally responsible. Its Scriptural officers are pastors and deacons.

The New Testament speaks also of the Church as the body of Christ which includes all the redeemed of all the ages.

7. BAPTISM AND THE LORD'S SUPPER: Christian baptism is the immersion of a believer in water in the name of the Father, His Son, and the Holy Spirit. It is an act of obedience symbolizing the believer's faith in a crucified, buried, and risen Savior; 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 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 be employed in exercises of worship and spiritual devotion, both public and private, and by refraining from worldly amusements, and resting from secular employments, work of necessity and mercy only being excepted.

9. THE KINGDOM OF GOD: The Kingdom of God includes both His general sovereignty over the universe and His particular kingship over men who willfully acknowledge Him as King.

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; and 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. MARRIAGE: Marriage is the uniting of one man and one woman in a covenant commitment for a lifetime.

ARTICLE IV CHURCH COVENANT

Having been led, as we believe, by the Spirit of God, to receive the Lord Jesus Christ as our Savior, and on the profession of our faith, having been baptized in the name of the Father, and of the Son, and of the Holy Spirit, we do now, in the presence of God, angels, and this assembly, most solemnly and joyfully enter into covenant with one another, as one body in Christ.

We 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 all tattling, backbiting, 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.

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, and 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.

ARTICLE V AMENDMENTS

An amendment of any portion of this constitution must be proposed in writing to the Church in conference and may be discussed when proposed, but shall not be voted upon until the next regular conference. Amendments shall require for passage, an affirmative vote of three-fourths or greater of those members present and voting. The Church clerk shall record all adopted amendments in the minutes of the Church.

BY-LAWS

SECTION I MEMBERSHIP

PARAGRAPH 1: GENERAL

The membership of this Church shall be all whose names are duly inscribed on the Church rolls as maintained by the Church clerk.

PARAGRAPH 2: CANDIDACY

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

- a. By profession of faith and for baptism according to the policies of this Church;
- b. By promise of a letter from a Baptist church of like faith and order;
- c. By restoration upon a statement of prior conversion experience and prior baptism in a Baptist church, when no letter is obtainable; or
- d. By statement of faith from another church when the person attests that he or she has been baptized by immersion after having accepted Christ as personal Savior.

All candidates for church membership must complete a New Member Class and receive a majority vote at a regular church conference.

Should there be any dissent as to any candidate, such dissent shall be referred to the Senior Pastor and the Fellowship of Deacons for investigation and the making of a recommendation to the Church within thirty (30) days. An affirmative vote of three-fourths or greater of those members present and voting shall be required to elect such candidates to membership.

PARAGRAPH 3: TERMINATION OF MEMBERSHIP

Membership shall be terminated by death; exclusion by action of this Church; dismissal to another Baptist church; erasure upon becoming affiliated with a church of another faith or denomination; and in such other ways as this Church may determine.

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 his covenant vows, or non-support of the Church, the Church may terminate his or her membership, but only after due notice and hearing, and after faithful efforts have been made to bring such member to repentance and restoration.

PARAGRAPH 4: RESTORATION

Any person whose membership has been terminated for any offense may be restored by a majority vote of the Church in conference, upon evidence of his or her repentance and reformation.

SECTION II CHURCH OFFICERS

PARAGRAPH 1: CALLED PASTORAL TEAM

The Senior Pastor and other members of the ministerial staff shall be chosen and called by the Church whenever a vacancy occurs. All members of the pastoral team shall meet and follow the scriptural qualifications of Leaders according to I Timothy 3:1-7. An election shall take place at a meeting called for that purpose, of which at least two (2) weeks public notice shall be given.

When a vacancy occurs, a search committee shall seek out a suitable Senior Pastor or pastoral team member. Its recommendation shall constitute a nomination. Election shall be by secret ballot, an affirmative vote of three-fourths or greater of the members present being required. Each shall serve until the relationship is terminated by the Senior Pastor /pastoral team member or the Church.

In all instances when used within these By-laws, the term "Senior Pastor" shall mean the pastor with the primary preaching responsibilities for the Church. Notwithstanding the foregoing, in the event the Church is without a Senior Pastor and during such period until a new Senior Pastor has been called to ministry at the Church, every reference to the term Senior Pastor within these By-laws shall refer to the then-current interim pastor called to serve the Church in the absence of the Senior Pastor (the "Interim Senior Pastor") In the event an interim senior pastor is needed, the chairman of deacons shall have the authority to appoint a five (5) person committee to seek and appoint the interim senior pastor.

The Senior Pastor shall be the spiritual leader of the Church, head of the pastoral team, and ex-officio member of all ministry teams and church committees under the control of the Church. It shall be his duty to preach, to administer ordinances of the Church, and to visit the lost and the sick of the community. The Senior Pastor may delegate authorized tasks as he deems appropriate to others. He shall act as Moderator when the Church is in conference.

The Church shall require the Senior Pastor or any other pastoral team member to give a thirty (30)-day notice before leaving, unless the Church votes to give him special permission to leave before such time.

If the Senior Pastor or any other pastoral team member is dismissed for any reason, the Church shall give him at least one (1) month's salary from the effective date of dismissal. (Refer to personnel policies for benefits.)

A Senior Pastor or any other pastoral team member, upon his concurrence, after long and faithful service may by the Church be recognized as a Pastor Emeritus and for other remuneration.

PARAGRAPH 2: DEACONS

a. Number and Tenure: The Fellowship of Deacons of the Church shall consist of twenty-four (24) members. Terms of the members of the Fellowship of Deacons are to be arranged such that the terms of eight (8) deacons expire at the beginning of the Fellowship's regularly scheduled September meeting each year. Successors of the members of the Fellowship of Deacons shall be elected by the Church for a term of three (3) years, beginning at the regularly scheduled September meeting of the Fellowship of Deacons in the year of election and ending at the beginning of such meeting in the year of expiration.

b. Nominations: On or about June 1st of each year, the Senior Pastor shall cause a deacon nomination form to be made available, through the Church newsletters, bulletins or other means, to the voting members of the Church. On the first Sunday in June after the deacon nomination form has been made available to the voting members of the Church, the Senior Pastor shall explain to the congregation the deacon selection process and the scriptural qualifications of deacons (including Acts 6:3 and I Timothy 3:8-13). Prior to July 1st of each year, each voting member of the Church may prayerfully nominate to serve as deacon one (1) or more (but in no event more than the number of deacon vacancies to be filled) male members of the Church over twenty-five (25) years of age who, except for deacons filling vacancies pursuant to Paragraph 2(f) below, have not served as a member of the Fellowship of Deacons since August of the prior calendar year. All Nominees shall be interviewed pursuant to the interview process set forth in Paragraph 2(c) below in order to be considered for inclusion on the Deacon Nominee List that is brought before the Church for election of deacons. Prior to or on the first Sunday in August of each year, the Senior Pastor and the Chairman of the Fellowship of Deacons shall then prepare a Deacon Nominee List of those nominees that the Council (as defined below) determines are recommendable to the Church and who have confirmed that they are willing to serve as a deacon if elected.

c. Council and Interview of Certain Nominees. In accordance with I Timothy 3:10, all deacons must “first be tested.” Any nominee for deacon that wishes to be included on the Deacon Nominee List that is to be brought before the Church for election of deacons shall, during the period between July 1st and the first Sunday in August, be interviewed by a council that shall be comprised of the Senior Pastor, at least one (1) other member of the pastoral team selected by the Senior Pastor and at least three (3) members of the then-current Fellowship of Deacons selected by the Chairman of the Fellowship of Deacons (collectively, the “Council”). The Council shall ask the nominee to share his personal testimony and then to answer questions from the Council about his doctrinal beliefs and other relevant questions that pertain to his eligibility to serve as a deacon. After a nominee has met with the Council, the Council shall promptly convene to discuss whether or not the nominee is recommendable to the Church as a nominee for deacon. If a majority of the Council determines that the nominee is recommendable to the Church, the Senior Pastor or the Chairman of the Fellowship of Deacons shall contact in person or by telephone the nominee and inform the nominee of the Council’s determination and confirm that the nominee is committed to serve as a deacon if elected and if so confirmed the nominee will be included on the Deacon Nominee List for the upcoming deacon election. If the Council determines not to recommend the nominee to the Church, the Senior Pastor and the Chairman of the Fellowship of Deacons will promptly and jointly meet with the nominee to discuss the basis for such determination and the nominee will not be included on the Deacon Nominee List for the upcoming deacon election.

d. Election. On the third Sunday morning in August of each year at an announced time and place as set forth in the announcement or notice required by Section V, Paragraph 2(b) below, the Church in conference shall elect deacons from the Deacon Nominee List to fill the eight (8) vacancies that arise through normal rotation and any vacancies that arose during the current year and that have been temporarily filled pursuant to Paragraph 2(f) below. Immediately prior to such election, the Senior Pastor shall once again explain to the congregation the deacon selection process and the scriptural qualifications of deacons (including Acts 6:3 and I Timothy 3:8-13). Each voting member of the Church present, after prayerful consideration of the nominees and bearing in mind such men’s dedication as evidenced by personal conduct, shall by secret ballot vote for his or her choices from the names appearing on the Deacon Nominee List. The number voted for on each ballot shall not exceed the number of deacon vacancies to be filled. No member shall submit more than one (1) ballot in such election.

e. Counting of Ballots and Certification of Election. The Church Clerk, Chairman of the Fellowship of Deacons and three (3) or more additional active deacons as selected by the Chairman of the Fellowship of Deacons shall promptly and jointly count the ballots. As soon as possible, but in no event later than ten (10) days after the ballots have been counted, the Senior Pastor or Chairman of the Fellowship of Deacons shall contact in person or by telephone the nominees receiving the greatest number of votes, in order according to the number of votes each received, to confirm their continued willingness to accept and serve in the office of deacon. Nominees receiving a tie in the number of votes for the eighth deacon position to be filled for normal deacon rotation and/or the final deacon position to be filled for any vacancy that arose during the current year shall be contacted in descending order according to the duration of each such nominee’s most recent term of membership at Fayetteville First Baptist Church, that nominee whose most recent term is longest being first contacted. After a number of nominees equal to the number of vacancies to be filled have been contacted and have committed themselves to serve, the Senior Pastor and Chairman of the Fellowship of Deacons shall promptly and jointly certify in writing the names of those nominees so elected and committed and shall file such certificate with the Church clerk. Those nominees whose names are so certified shall become deacons-elect, to assume their duties at the regularly scheduled September meeting of the Fellowship of Deacons, and the written certification of their election shall be attached to and incorporated as part of the minutes of the next church conference following such election. Ordination, if required, shall follow as soon after the certification as practicable.

f. Vacancies. When a vacancy occurs by reason of death, disability, resignation, removal or like cause,

such vacancy shall be filled ad interim, by an inactive deacon appointed by the Fellowship of Deacons, to serve until the vacancy is filled at the next annual election of deacons by the Church. An active deacon may be determined to have vacated his term of office upon two (2) successive absences from regular meetings of the Fellowship of Deacons without appropriate reasons. If a vacancy was filled by an inactive deacon upon the appointment by the Fellowship of Deacons and the term of the vacated deacon is scheduled to continue past the next annual election of deacons by the Church, the remainder of the term of such vacated deacon shall be filled by the deacon nominee receiving the greatest number of votes at the next annual election of deacons after the eight (8) vacancies that arose through normal rotation have been filled.

g. Duties, Organization. In accordance with the meaning of the Word and the practice of the New Testament, deacons are to be servants of the Church.

(1) They are to be zealous to guard the unity of the spirit within the Church in the bonds of peace. By attendance and participation they should model faithfulness to the ministerial activities and services of the Church.

(2) They shall serve, confer with, and assist the Senior Pastor in all matters pertaining to the welfare and work of the Church.

(3) By proper organization and method among themselves, they are to establish and maintain personal fraternal relations with the membership of the Church. Especially are they to seek to know the physical needs and the moral and spiritual struggles of the brethren and sisters; and to serve the whole Church in relieving, encouraging, and developing all who are in need.

(4) In counsel with the Senior Pastor, and by such methods as the Holy Spirit may direct in accordance with the New Testament teachings, they are to assist the senior pastor in the discipline of the Church. In administering they are to be guided always by the principles set forth in Matthew 18:15-17; I Corinthians 5:9-13; and in I Thessalonians 5:12-14. The Fellowship of Deacons shall be free to call upon any member of the Church to aid in disciplinary actions.

(5) The Fellowship of Deacons shall meet regularly, at least monthly. They may organize themselves into such committees as their wisdom may direct for efficiency in service, and from their number shall annually elect a chairman, vice-chairman, secretary and vice-secretary who shall respectively have and exercise such powers and duties as may by the Fellowship of Deacons be defined, together with such other powers and duties as may by the Church be conferred.

h. Deacon Emeritus: A deacon upon his concurrence after long and faithful service may by the Church be recognized as a Deacon Emeritus.

PARAGRAPH 3: CLERK

The clerk of the Church shall keep in a suitable book a record of all the actions of the Church and a register of the names of its members, with dates of admission, dismissal, or death, together with a record of baptisms. He/she shall issue letters of dismission voted by the Church; preserve on file all communications, written official reports and post to a highly visible area, and give legal notice of all meetings where such notice is necessary. The clerk shall consider it a part of his/her responsibility to promote loyalty and efficiency in Church life. The clerk shall be elected for one (1) year, but may be re-elected and shall have an assistant clerk.

PARAGRAPH 4: PARLIAMENTARIAN

The Church shall elect annually a Church parliamentarian. It shall be the duty of the parliamentarian to advise and consult with the moderator on parliamentary laws and rules of order and procedure. The parliamentarian shall advise the moderator on questions of order or to answer parliamentary inquiries.

PARAGRAPH 5: TREASURER

The Church shall elect annually a Church treasurer. It shall be the duty of the treasurer or his/her authorized designee to receive, preserve, and pay out, upon receipt of vouchers approved and signed by the authorized personnel, all money, or things of value paid or given to the Church, keeping at all times an itemized account of all receipts and disbursements. Payment of bills for local work and expenses shall be made promptly by check, and all funds received for denominational or other causes shall be remitted at least monthly by check. It shall be the duty of the treasurer or his/her authorized designee to render to the Church at each regular church conference an itemized report of the receipts and disbursements for the preceding month and year-to-date, and this report shall be incorporated in the Church minutes by the Church clerk. All books, records, and accounts kept by the treasurer or his/her authorized designee shall be considered the property of the Church. The books shall be open to inspection at all times by any member of the Church.

There shall be an assistant treasurer who will be able to assist and fulfill the duties of the treasurer at the request of or in the absence of the treasurer.

Either the treasurer or the financial secretary of the Church shall receive the empty collection envelopes after the money has been removed and counted by the appropriate persons selected by the Church and from these he/she shall give each donor individual credit. The financial secretary will be responsible for preparing and sending records of contributions yearly to all Church members.

PARAGRAPH 6: CHURCH COUNCIL

The Church council shall seek to correlate and coordinate the activities and organizations of the Church.

The council shall be composed of the pastoral team, standing committee chairpersons, Chairman of the Fellowship of Deacons, Men's Ministry Director, Ladies' Ministry Director, and Sunday School Director, (if applicable.) The council shall also include one adult to represent families with children, one adult to represent youth, and one adult to represent senior adults. These representatives will be selected by the Nominating Committee. Congregational representation shall always exceed future additions to the pastoral staff by at least one council member.

The council shall meet monthly or quarterly at the request of the Senior Pastor.

The primary functions of the council shall consist of the following:

- a. To recommend to the congregation suggested objectives and Church goals;
- b. To review and coordinate program plans recommended by Church officers, organizations, committees and ministry teams.
- c. To recommend to the congregation the use of leadership, calendar time, and other resources according to program priorities; and
- d. To evaluate program achievements in terms of Church goals and objectives.

SECTION III CHURCH COMMITTEES and MINISTRY TEAMS

PARAGRAPH 1: CALLED PASTORAL STAFF SEARCH COMMITTEES

- A. The Pastoral Staff Search Committee shall consist of five (5) members nominated by the senior pastor and approved by the church in conference.

- B. In the event the church is without a senior pastor or if the senior pastor has given notice of his resignation, the Nominating Committee, along with the chairman of deacons, will nominate the Senior Pastor Search Committee for approval by the church in conference.
- C. In the event the church is without a senior pastor or if the senior pastor has given notice of his resignation, the Nominating Committee, along with the chairman of deacons, will nominate any other Pastoral Staff Search Committee for approval by the church in conference.
- D. These committees shall present and nominate a prospective senior pastor or a pastoral staff member for approval by the church in conference.
- E. This committee serves until the pastoral vacancy is filled.

PARAGRAPH 2: STANDING COMMITTEES AND MINISTRY TEAMS

- a. All members of the standing committees and ministry teams shall be nominated by the nominating committee. Standing committees and ministry teams will operate in accordance with the *Church Handbook for Committees and Ministry Teams*.
- b. All Church standing committees will serve on a three (3)-year rotational system on a Church year basis. Ministry team members will serve as directed in the *Church Handbook for Committees and Ministry Teams*.
- c. The senior pastor shall assign a pastoral liaison member as advisor. Each chairperson shall notify the pastoral team liaison of all meetings.
- d. Only members of this church shall be eligible for membership on any standing committee or ministry team, or hold a Sunday School teaching position, or serve in any policy-making position.
- e. Upon the nominating committee report being adopted, the designated chairperson of each committee or ministry team will call the members together to conduct the business of such committee or ministry team.
- f. A detailed description of duties will be included in the *Church Handbook for Committees and Ministry Teams*.

PARAGRAPH 3: STANDING COMMITTEE PURPOSES AND DESCRIPTIONS

STEWARDSHIP COMMITTEE

PURPOSE: To develop and promote stewardship through education and activities which result in effective Christian stewards. To lead the church in developing and administering the church budget. Further, all fiscal matters not previously provided for in the annual church budget will be approved by the stewardship committee before being brought to the Church in conference for action.

To consist of seven (7) members, including the Church treasurer.

PROPERTY AND SPACE COMMITTEE

PURPOSE: To assist the Church in the care of all property and buildings.

To consist of nine (9) members.

NOMINATING COMMITTEE

PURPOSE: To lead in filling committees and ministry teams, church clerk, parliamentarian, treasurer, Sunday School director (if applicable), church-elected leadership positions filled by volunteers from the church roll, except Sunday School leadership.

To consist of six (6) members nominated by the Church Council and elected by the Church.

PERSONNEL COMMITTEE

PURPOSE: To assist the Church in matters related to personnel administration and management. This committee shall function in matters relating to the selection and hiring of all hourly employees, except the weekday education ministry employees.

In regard to the pastoral staff, this committee shall, after receiving annual input from the senior pastor, propose annual salary adjustments to the Stewardship Committee. When a new pastoral staff position is needed, the committee shall present the new position to the church for approval.

To consist of six (6) members.

MISSIONS COMMITTEE

PURPOSE: To coordinate all mission work conducted by the Church.

To consist of six (6) members *plus* a representative from the Men's Ministry and a representative from the Ladies' Ministry as ex-officio members.

CONSTITUTION AND BY-LAWS COMMITTEE

PURPOSE: To prepare and recommend to the Church any changes in our present Constitution and By-laws.

To consist of six (6) members *plus* the Chairman of the Fellowship of Deacons as an ex-officio member.

SECTION IV EDUCATIONAL MINISTRIES

PARAGRAPH 1: GENERAL

All organizations of the Church shall be under Church control, all officers being elected by the Church and reporting regularly to the Church. It is understood that the Senior Pastor is ex-officio head of all the organizations of the Church, and his leadership is to be recognized in them all.

PARAGRAPH 2: SUNDAY SCHOOL

There shall be a weekly Sunday School, divided into a workable and efficient system with classes for all ages, for the study and instruction of God's Word.

The tasks of the Sunday School shall be to teach the Biblical revelation; to reach all prospects for the Church; to lead all Church members to witness daily; to lead all Church members to minister daily; and to provide organization and leadership for special projects of the Church and denomination.

The pastoral staff shall have the authority to select and remove Sunday School teachers as needed for the effective teaching of God's Word.

Sunday School workers will adhere to a Sunday School covenant as approved by the church council.

PARAGRAPH 3: LADIES' MINISTRY AND WOMAN'S MISSIONARY UNION

There shall be a Ladies' Ministry. This ministry shall enhance the spiritual growth of the ladies of the church. To the degree possible, the ministry will augment the missions actions of the church.

Subject to the approval of the Church, there shall be a Woman's Missionary Union ("WMU") with such officers and such forms of organization, including standard auxiliaries and service, as the wisdom of the WMU leaders shall direct. The tasks of the WMU shall be to teach missions, to lead persons to participate in the Church; and to provide and interpret information regarding the work of the Church and the denomination. These tasks shall be under the direction of the director of the WMU, who is nominated by the Nominating Committee and elected by the Church.

PARAGRAPH 4: MEN'S MINISTRY

There shall be a Men's Ministry. This ministry shall enhance the spiritual growth of the men of the church. To the degree possible, the ministry will augment the missions actions of the church.

PARAGRAPH 5: MUSIC MINISTRY

There shall be a Music Ministry under the direction of the minister of music. Such officers and organizations shall be included as in his wisdom directed by the Holy Spirit seem wise, subject to approval of the Church. The tasks of the Music Ministry shall be to teach music to choir members and the congregation; to lead persons to participate in hymn singing and to understand hymnody; to assist the Church in its function of worship, proclamation, education, and ministry; and to provide and interpret information regarding the work of the Church and the denomination.

PARAGRAPH 6: WEEKDAY EDUCATION MINISTRY

A self-sustaining Weekday Education Ministry may be operated by the Church. Selection of required personnel and operation of a Weekday Education Ministry is set forth in the *Church Handbook for Committees and Ministry Teams*.

SECTION V THE GATHERING OF THE CHURCH

PARAGRAPH 1: WORSHIP SERVICES

The Church shall meet regularly each Sunday morning and evening, and each Wednesday evening for prayer, preaching, instruction, evangelism, and for the worship of Almighty God and shall be conducted under the direction of the Senior Pastor. Special services may be held as directed by the Church in conference, or by the Senior Pastor. Suspension of, or adaptation of worship services may occur at the recommendation of the senior pastor with the concurrence of the church council.

PARAGRAPH 2: CHURCH CONFERENCES

- a. Regular Church Conferences. Regular church conferences shall be held quarterly.
- b. Called Church Conferences. The Senior Pastor and the Chairman of the Fellowship of Deacons have the authority acting together to call a special church conference. Notice of all called church conferences shall be given by announcement at each regular service for the two (2) weeks immediately preceding the called conference unless the Senior Pastor and the Chairman of the Fellowship of Deacons shall agree that extreme urgency renders such notice impracticable. All announcements or notices regarding a called church conference shall include the date, hour, and place of the conference, together with a statement of the purpose of the conference.
- c. Quorum for all Church Conferences. Fifty (50) members shall constitute a quorum for the purpose of

transacting business at any regular or called church conference. A church conference cannot be held unless a quorum is present. The only business that may be transacted without a quorum present is to reschedule the conference when necessary to handle matters so pressing that it would be detrimental to hold them over until the next regularly scheduled conference. It shall be the duty of the Church clerk to notify the members present and the moderator when a quorum is not present.

d. Rules of Procedure for all Church Conferences. Robert's Rules of Order, Newly Revised, Tenth Edition, or most current, is adopted as the parliamentary rules of procedures for all business meetings of the Church, the Fellowship of Deacons and all Church committees. Notwithstanding the foregoing, the moderator has the authority to adjourn any regular or called church conference at any time conditions prevail that business cannot be transacted in an orderly manner or such conference goes beyond allotted time.

PARAGRAPH 3: FISCAL YEAR

The fiscal year of the Church, the operational year, educational year, etc., shall be determined by the Church and need not run concurrently.

SECTION VI AMENDMENT OF BY-LAWS

An amendment of any portion of these By-laws must be proposed in writing to the Church in conference and may be discussed when proposed, but shall not be voted upon until the next regular or called conference. For passage, amendments shall require an affirmative vote of two-thirds of those members present and voting. The Church clerk shall record all adopted amendments in the minutes of the Church.

SECTION VII MISCELLANEOUS

PARAGRAPH 1: LORD'S SUPPER

The Lord's Supper shall be observed at least once each quarter.

PARAGRAPH 2: CORPORATE SEAL

The Church hereby adopts a corporate seal, circular in shape and having the words "Fayetteville First Baptist Church, Inc., Fayetteville, Georgia, Corporate Seal" engraved thereon. Such seal shall be maintained in the custody of the Church clerk, to be used in attesting contracts and other documents of the Church.

PARAGRAPH 3: FUND RAISING

Any fund raising effort shall be approved by the church staff.

PARAGRAPH 4: FISCAL POLICY AND PROCEDURES

The budget prepared annually by the stewardship committee to be submitted to the Church for approval at a regular or special church conference prior to the beginning of a new fiscal year, shall be a budget for all projected expenses of the next fiscal year. The adoption of the budget shall constitute authorization for cumulative, aggregate expenditures for the specific purposes named and the respective amounts set forth in the adopted budget. The adopted budget may be amended upon recommendations of the stewardship committee and by a majority of those present and voting at any regular or special conference of the Church. If such concurring recommendation is absent, a budget recommendation may be adopted by following the same procedures as required to amend these By-laws.

Expenditures from budgeted items shall be made as follows:

- a. The called pastoral team, the church council, Church officers, and enlisted volunteer workers shall not authorize expenditures which exceed the amount budgeted.
- b. Persons in (a) above, prior to obligating the Church, shall file a written approval of the applicable agency, department or organization head of the proposed expenditures with the financial secretary, stating which budget items shall be charged. The stewardship committee may develop a policy covering circumstances when written approval prior to obligating the Church is not required or practical. Persons not approved in (a) above who obligate the Church should reimburse the Church as prescribed by the stewardship committee.
- c. The treasurer or financial secretary shall verify the findings of the agency, department, or organization head required in subparagraph (b) above. If such finding is verified, the expenditure shall be deemed approved, otherwise the written approval shall be returned.
- d. If funded, the treasurer shall pay the approved expenditure upon his/her receipt of the approval so verified. If in doubt, the treasurer shall, before payment, submit the matter to the stewardship committee for a determination as to payment.
- e. The fiscal matters of the Church shall be maintained by an acceptable bookkeeping system, which shall be audited annually upon the direction of the stewardship committee.
- f. Expenditures made against the contingency fund shall be made with the approval of the stewardship committee.

The Constitution and these By-laws, upon being adopted, will be in effect and supersede and repeal all previous actions taken by the Church with regards to the Constitution and these By-laws.

REVISED April 17, 2016

/s/

CHURCH CLERK