

**BY-LAWS
FOR
THE FIRST BAPTIST CHURCH of MAYFIELD, KENTUCKY, INC.
Original Date August 17, 1997
Revised and Amended September 12, 2007**

**ARTICLE I
CONSTITUTION**

Section 1. Preamble: We declare and establish this constitution to preserve and secure the principles of our faith, and to govern the body in an orderly manner. This constitution will preserve the liberties of each individual church member and the freedom of action of this body in its relation to other churches.

Section 2. Name: This body shall be known as the First Baptist Church of Mayfield, Kentucky, Inc. (hereinafter called First Baptist Church).

Section 3. Purpose:

- a. To be a dynamic spiritual body empowered by the Holy Spirit to share Christ with as many people as possible in our church, community, and throughout the world.
- b. To be a worshiping fellowship, experiencing an awareness of God, recognizing His person, and responding in obedience to His leadership.
- c. To experience an increasingly meaningful fellowship with God and fellow believers.
- d. To help people experience a growing knowledge of God and man through the preaching and teaching of the Bible.
- e. To be a church that ministers unselfishly to persons in the community and world in the name of Jesus.
- f. To be a church whose purpose is to be Christlike in its daily living by emphasizing total commitment of life, personality, and possessions to the lordship of Christ.

Section 4. Statement of Faith: The Holy Bible is the inspired word of God and is the basis for any statement of faith. The church subscribes to the doctrinal statement of "The Baptist Faith and Message" as adopted by the Southern Baptist Convention in 2000. We band ourselves together as a body of baptized believers in Jesus Christ personally committed to sharing the good news of salvation to lost mankind. The ordinances of the church are baptism and the Lord's Supper.

Section 5. Relationships: The government of this church is vested in the body of believers who compose it. The Hispanic ministry of First Baptist Church is required to abide by this Constitution and Bylaws. It is subject to the control of no other ecclesiastical body, but it recognizes and sustains the obligations of mutual counsel and cooperation the Graves County Baptist Association, the Kentucky Baptist Convention, and the Southern Baptist Convention.

Section 6. 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, and this assembly, most solemnly and joyfully enter into a 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; and 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 personal devotions; to train our children according to the Scriptures; to lead our kindred and acquaintances in the saving knowledge of Jesus Christ; to walk circumspectly in the world; to be just in our dealings, faithful in our engagements, and exemplary in our deportment; to avoid all gossiping, dissension, slander, and excessive anger; to abstain from the use or sale of alcohol or intoxicating drinks; and to use our influence to combat abortion, homosexual activity, heterosexual immorality, pornography, physical abuse, human euthanasia, and all other actions, beliefs, and deeds which are contrary to the teachings of our Lord and Savior, Jesus Christ; 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 one another in prayer; to aid one another in sickness and distress; to cultivate Christian sympathy in feeling and Christian courtesy in speech; and 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 move 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 II

MEMBERSHIP

The members of this church shall consist of such persons as confess Jesus Christ as their Savior and Lord and shall be received as members in the following manner:

By Baptism

Section 1. Candidates for membership in the church by baptism may present themselves at any regular church meeting by professing an experience of Christian salvation, and be received as such by a vocal expression of welcome by the members present. It then becomes the duty of the pastor or any person designated by the church to confer with the candidates at their convenience as to their willingness to subscribe to the doctrine of the church and the church covenant. If so willing, the candidate shall be baptized.

By Letter

Section 2. Applicants for membership by letter are expected to have been baptized into the membership of a New Testament church of like faith and order as determined by the church. Those who apply for membership upon the promise of a letter will be received into the church as in Section 1, but are not placed on the roll until the letter of recommendation has been received by the clerk.

By Statement

Section 3. Applicants for membership who, for whatever reason, cannot obtain a letter of recommendation will be received by their statement that they have been baptized into the membership of a New Testament church of like faith and order as determined by the church and will be received into the church as in Article II, Section 1.

By Proxy

Section 4. Applicants may be received as in Article II, Section 2, by proxy, if for a good reason they are unable to present themselves.

By Restoration

Section 5. Any person whose membership has been terminated for any offense may be restored by vote of the church, upon evidence of his/her repentance and reformation.

New Member Orientation

Section 6. New church members will be expected to participate in First Baptist Church's New Member Orientation Class.

Membership Roll

Section 7. The membership rolls of our church should be reviewed as directed by the Church Council by a special outreach committee, nominated when needed by the Committee on Committees, and elected by the church. This committee shall make reasonable effort to contact all inactive members, encouraging local inactive members to become active with our church and encouraging all non-resident inactive members to unite with a church where they reside, and to carry out the principles of our Lord and Savior, Jesus Christ.

Termination of Membership

Section 8.

a. Any member may be granted a letter of recommendation to join another New Testament church of like faith and order, that is, subscribing to the same doctrine as First Baptist Church; such a letter shall be given to the church upon an affirmative majority vote by the church in regular business meeting. No church letters shall be granted to an individual.

b. If a member desires to terminate his/her membership in the church, such a request shall be presented at a regular business meeting, and recorded as part of the minutes of that meeting.

c. When a member joins a church of another denomination, this shall terminate his/her membership with First Baptist Church.

d. In the event a member becomes an offense to the church and its good name because of immoral or unchristian conduct, the church may, after due notice and hearing and after earnest efforts have been made to bring such a member to repentance and amendment, withdraw fellowship by vote of the church.

ARTICLE III

ORDAINED CHURCH STAFF

Pastor

Section 1. A Southern Baptist pastor shall be chosen and called by the church whenever a vacancy exists. He shall have the following minimum qualifications (I Timothy 3:2-7): experienced a definite call of our Lord and Savior, Jesus Christ, to the gospel ministry; doctrinally sound and have a clear understanding of the Scriptures; and ordained to the gospel ministry.

Section 2. A pastor's duties are as follows: as preacher, to preach the gospel (Acts 6:4, Ephesians 4:11, and I Timothy 3:2 and 5:17); as a pastor, to be shepherd and equippier of the flocks (Acts 20:28, Hebrews 13:17, and Ephesians 4:12); as minister, to serve the people in Christian love and understanding for Jesus' sake, and as our spiritual leader (I Peter 5:2&3 and Hebrews 13:7); and to give guidance and assistance in helping the church carry out its mission worldwide (I Thessalonians 5:12 and I Timothy 5:17) . He shall be responsible for the supervision of the church staff and employees, coordinating their activities as directed by the church. He shall also be responsible for the New Member Orientation Class. The pastor shall be an ex-officio member of every committee of the church. The pastor's specific duties shall be detailed in the pastor job description.

Section 3. When a vacancy in the pulpit occurs, the Committee on Committees is responsible to formulate a Pastor Search Committee, consisting of eight church members. The eight committee members will consist of a member from the Personnel/Staff Relations, Finance, and Trustee committees (preferably the chairman), and deacon chairman. The four additional members are to

be active members who are actively involved in various age groups and ministries of the church. A minimum of two women shall be chosen and no more than one member of the same household shall be on the committee. A person, who begins serving as a member of the committee by reason of his office, shall continue as a member even after his term expires. When all of the members have been obtained, the Committee on Committees will bring the names of the Pastor Search Committee before the church for their election. The duties of the Pastor Search Committee shall be two-fold: (1) to be responsible for obtaining an interim pastor or speakers during the interim period; (2) to search out a suitable pastor and bring their recommendation, which will constitute a nomination. The pastor shall be called for an indefinite period. The Pastor Search Committee, working with the deacons, the Personnel/Staff Relations Committee, and the Finance Committee will arrive at contract conditions. The Pastor Search Committee shall submit the contract to the prospective pastor. This agreement shall be in writing and must be read at the time the nomination is placed before the Church. A majority of seventy-five percent affirmative votes of the members present and voting shall constitute a call.

Section 4. The pastor, with the counsel and assistance of the Deacon Body, shall be responsible for the spiritual welfare of the church. See Article III, Section 8.

Church Staff

Section 5. When a vacancy on the church staff occurs, the Personnel/Staff Relations Committee in conjunction with the pastor shall be responsible for searching out a suitable staff member and their recommendation will constitute a nomination. The Finance Committee, the deacons, and the Personnel/Staff Relations Committee will arrive at contract conditions. This agreement shall be presented to the church at the time the nomination is placed before the church. All church staff members shall be under the general supervision of the pastor. The church staff's specific duties shall be detailed in their respective job descriptions. When a vacancy occurs in the office of the pastor, the deacons will designate someone to give supervision to the staff.

Deacons

Section 6. The deacon body shall consist of one deacon to every ten to twenty resident church families. After the church has been instructed as to the number required, qualifications, and duties of a deacon, they shall select men (as dictated by the number of church families) who are active (active meaning one who is regularly attending worship services and Sunday School), twenty-one years or older and has been a Christian at least five years and a member of this church body at least one year. A list of qualified men will be placed in the church bulletin for selection by church members by secret ballot. The Deacon Screening Committee, which shall be composed of those deacons rotating off active service and the pastor, will contact those deemed eligible to serve and inquire of their willingness to serve and spiritual qualification (1 Timothy 3:8-12). The slate of proposed deacons equal to the number required for the selection year, who are willing and eligible to serve and who received the most selections, will be presented to the church for acceptance. In the event a deacon cannot serve out his elected term, the deacon body may search out an eligible ordained replacement to serve the unexpired term and present this name to the church for approval. A full term for a member of

the deacon body shall be three years and, after serving a full term, the deacon must be on the inactive list one year.

Section 7. Organization: The deacon body shall elect from those who have served at least one year as a deacon, a chairman, a vice- chairman, and a secretary. They may otherwise organize themselves as they deem proper.

Section 8. Duties: The duties of a deacon shall be as set forth in the New Testament, I Timothy 3:8-12 and Acts 6. As a body, they, along with the pastor, have the responsibility for the spiritual welfare of the church. They are also charged with giving counsel and assistance to the pastor and to serve the church as it directs. They may make recommendations to the church on any subject they deem proper and pertinent.

Section 9. Deacons Emeritus: In recognition of their long, faithful, and dedicated service, a person may be designated as Deacons Emeritus with all the rights and obligations of any active deacon. Nominations shall come from the active deacon body through a selection committee, designated by the Committee on Committees, for approval by the church. All candidates shall have been a deacon of First Baptist Church for a minimum of twelve years and served on the active body. All candidates shall have obtained the age of 70 years. Review of the deacons' roster will be made for selection and nomination every two years, and no more than three members may be selected at any one time. Deacons serving as Deacons Emeritus will be recognized and honored by the church at the time of installation of new deacons.

Permanent Employee Employment Practices

Section 10. Prior to any permanent employee being offered a position in the church, a financial package for that position shall be presented to and approved by the church. Once approved, this financial package may be offered to any number of prospective employees without requiring additional approval by the church. After a financial package is approved, the Personnel/Staff Relations Committee in accordance with these By-Laws and approval by the church, when required, may employ the individual.

Section 11. The entity having in accordance with these By-Laws the responsibility for hiring an employee shall also have the authority based upon the recommendation of the employee's supervisor to terminate the employee.

Section 12. Article III, Sections 10 and 11 shall apply to all permanent church employees.

ARTICLE IV

CHURCH EMPLOYEES

Section 1. The specific duties of the following church employees will be detailed in their respective job description.

Ministry Assistants Personnel

Section 2. All ministry assistants personnel shall be employed by the Personnel/Staff Relations Committee in conjunction with the pastor and their general responsibilities and duties shall be outlined at the time of their employment.

Superintendent - Building & Grounds

Section 3. The superintendent shall be under the general supervision of the trustees who shall have the authority to delegate the day to day supervision to a church staff member. He shall maintain the church property in a sanitary and convenient condition for all meetings. Should a vacancy occur in this position, a suitable replacement shall be employed by the Personnel/Staff Relations Committee in conjunction with the pastor and the trustees.

Building & Grounds Assistants

Section 4. Any assistant or assistants for building and grounds required by the church shall be employed by the Personnel/Staff Relations Committee in conjunction with the trustees, pastor, and Superintendent of Building and Grounds and will be under the direct supervision of the superintendent.

Preschool Staff

Section 5. The preschool staff may include, but not be limited to the following; preschool director(s), kindergarten teacher(s), nursery workers, Mother's Day Out leader, and nursery custodian, shall be under the general supervision of the Preschool Committee who shall have the authority to delegate the day to day supervision to a church staff member. Should a vacancy occur in any of these positions, a suitable replacement shall be employed by the Personnel/Staff Relations Committee in conjunction with the pastor and Preschool Committee.

Other Employees

Section 6. All other employees of the church, full-time or part-time, shall be under the supervision of the pastor and/or other individuals designated to supervise them by the pastor or church and shall be employed by Personnel/Staff Relations Committee in conjunction with the pastor.

ARTICLE V

TRUSTEES

Section 1. The trustees shall consist of six members who shall be elected to serve three year terms; two members shall be elected each year. A member may not be reelected until one year has passed since the completion of his last term. Trustees shall be nominated and elected in the same manner as the standing committee members.

Section 2. Organization and Scope of Authority: The trustees shall select one of their members as chairman, who will vote in case of a tie. They shall also elect a vice-chairman and a secretary. The trustees are subject to the direction of the church, and no authority adheres to the office unless granted by these By-Laws or by the express action of the church. Trustees are elected directors of the First Baptist Church, Mayfield, Kentucky, Inc., as required by the Commonwealth of Kentucky under the laws thereof. The trustees shall meet at least quarterly and at other times at the call of the chairman and work closely with the Finance Committee and other committees as they become involved in legal transactions.

Section 3. Duties: The trustees shall hold the title to the church's property on behalf of the congregation. They will execute all legal documents on behalf of the church. The trustees shall review, approve, and sign the annual financial report, yearly. Upon authority from the church, the trustees shall negotiate loans for borrowed funds and execute any liens or mortgages necessary for the security thereof. The trustees shall be responsible for the use, maintenance, and repair of all church property and the purchase of furnishings for the buildings not otherwise assigned to another committee within the limits set by the budget. The trustees shall make recommendations concerning insurance and prepare a proposed budget for the Finance Committee by September 1 of each year pertaining to property repair, new equipment, and insurance.

ARTICLE VI

OFFICERS

Section 1. The officers of this church shall be as follows: President: Chairperson of the Board of Trustees; Secretary: Secretary of the Board of Trustees; and Treasurer: Chairperson of the Finance Committee.

Section 2. Treasurer's duties and responsibilities: It shall be the duty of the treasurer to approve all bills and to render to the church at each monthly business meeting a financial report. After the approval of the annual financial report by the treasurer, the report shall be reviewed and approved by the trustees before it is presented to the church. Within sixty days after the end of each calendar year, the treasurer shall render to the church this annual financial report showing the total amount of

receipts and an itemized statement of all disbursements. All financial books, records, and accounts shall be considered the property of the church. The business books shall be open to inspection at all times by any member of the church. After rendering the annual report and its approval by the church, the same shall be delivered to the church clerk who shall preserve it as part of the permanent records of the church. The treasurer, church financial secretary, and any other individual(s) designated by the trustees, shall be bonded by an amount determined by the trustees. The treasurer shall have the supervisory authority over the church financial secretary in the performance of his/her financial duties.

Section 3. These officers shall serve a one-year term of office.

ARTICLE VII

ELECTED POSITIONS

The elected positions of the church shall consist of a Sunday School Director, Life Support Director, Church Clerk, Reporting Clerk, Moderator, Assistant Moderator, Librarian, WMU Director, Men's Ministry Director, Women's Ministry Director, Association Executive Board Member, and Church Hostesses. They shall be nominated by the Church Nominating Committee and elected, annually, at a regular business meeting or a special meeting called for that purpose, and shall take office on September 1 of each year.

Section 1. The Sunday School Director shall be the general overseer of the entire Sunday School. With the help of the various leaders, the director shall organize the Sunday School into various departments and classes for its orderly operation.

Section 2. The Life Support Director shall be the general overseer of the entire Life Support Program. With the help of the various leaders concerned, the director shall organize the Life Support Program to best fulfill its purpose and insure its orderly operation.

Section 3. The Church Clerk shall keep a record of all actions of the church in the form of minutes of each regular or called meeting. The clerk shall have charge of the membership roll of the church and with the approval of the church, issue letters of recommendation on behalf of those desiring to move their membership to other churches as well as request letters of recommendation on behalf of those desiring to join the church.

Section 4. The Church Moderator shall preside over all regular and special business meetings of the church. In the event that the moderator is absent for any reason, the following shall preside in order: the Assistant Moderator, the Deacon Chairman, the Trustee Chairman, or the Committee on Committees Chairman.

Section 5. The Reporting Clerk shall read the minutes at all business meetings.

Section 6. The Librarian will have general oversight of the operation of the library.

Section 7. The WMU Director shall have general oversight of the WMU and its various activities.

Section 8. The Men's Ministry Director shall have general oversight of the Men's Ministry and its various activities.

Section 9. The Women's Ministry Director shall have general oversight of the Women's Ministry and its various activities.

Section 10. The Association Executive Board Member shall represent the church at all meetings of the Executive Board of the Graves County Baptist Association.

Section 11. The Church Hostesses shall coordinate and serve church-wide receptions and other special events.

ARTICLE VIII

COMMITTEES

Section 1. Standing committees deemed to be necessary by the church to carry out the work of the church, shall be approved by the church membership. The Committee on Committees shall approve all special committees and shall nominate all members of both the standing and special committees. The Committee Handbook details the responsibilities of each committee.

Section 2. The standing committees are such as defined in the church's Committee Handbook.

ARTICLE IX

CHURCH MEETINGS

Section 1. Regular worship services shall be held each Lord's Day, morning and evening, and on Wednesday evening of each week, except as specifically provided by vote of the church. In case of extreme weather conditions or other unusual circumstances, the pastor or, if no pastor, the person in charge, after consulting with the deacons if at all possible, will decide whether to hold scheduled services. The Lord's Supper shall be observed at least four times each year with at least one of these times at Sunday morning services. The regular business meeting of the church shall be held quarterly in March, June, September, and December on the Wednesday night following the second Tuesday of each month. Abbreviated business meetings may be held in other months as needed. A specially called business meeting may be held with one-week notice of, the subject, date, time, and location provided to the membership unless extreme urgency renders such notice impossible.

ARTICLE X

RULES OF ORDER

Section 1. At all business meetings of the church Robert's Rules of Order shall prevail, except where in conflict with Christian principles and concern for fellow members.

Section 2. On all matters that come before the church for action, each member present is entitled to one vote.

Section 3. A quorum for the transaction of business of the church at any regular or called meeting shall consist of those members present and voting or not present, but voting by absentee ballot.

Section 4. Only members of the church may be elected to any office or committee.

Section 5. The following subjects are to be brought before the church membership for a final vote at the Sunday morning worship service, with one week's notice having been given: pastor, full-time church staff members, Pastor Search Committee, new deacon selection, and the budget, except as provided by these By-Laws.

Section 6. On all votes by ballot, the church shall furnish a standard ballot. Absentee ballots will be allowed for those votes where notice is required. Absentee ballots shall be returned to the church office prior to the vote for which they were issued. All other ballots will be void.

Section 7. All officers and officials shall be elected for a one-year term except as otherwise stated in these By-Laws.

Amendments

Section 8. These By-Laws may be amended only at a regular business meeting of the church. Before an amendment to these By-Laws may be submitted to the church for vote, it shall be announced to the congregation from the pulpit on the two preceding Sundays and referred to in at least one issue of the church bulletin. An affirmative vote of at least two-thirds of the members present and voting shall be necessary for a motion to amend to pass. A vote on an amendment to the By-Laws must be by ballot.