

FIRST BAPTIST CHURCH OF HOLTON, KANSAS

CONSTITUTION

CHURCH COVENANT
STATEMENT OF BELIEFS
BY-LAWS

July 7, 2010

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CONSTITUTION OF FIRST BAPTIST CHURCH HOLTON, KANSAS

This Constitution shall be composed of these parts:

Church Covenant – as common among Baptists

Statement of Beliefs

By-Laws/Articles of Incorporation

This church accepts the Bible as the basis of doctrine and practice. As a summary of principles for Christian conduct among its members, it adopts the following covenant:

We believe in God the Father and commit ourselves as baptized believers to His Son, Jesus Christ, our Lord and Savior. Influenced by His Holy Spirit, and instructed by the Scriptures, we consecrate ourselves to His service and unite with one another as His body in this covenant.

We will consistently seek to grow as Christians, making prayer and God's love the essence of our daily living. Desiring to live together in His love, we will abstain from actions that are harmful or destructive to any person, and we will help one another to think, speak, and act as Christians. We will share each other's joys and try with tenderness and sympathy to bear one another's burdens and sorrows.

We will strive to be responsible church members through faithful attendance, study, and giving of personal and financial resources. Committed to experiencing, living out, and sharing Jesus Christ with the world, we will enter into mission, at home and abroad, with vision and enthusiasm.

STATEMENT OF BELIEFS OF FIRST BAPTIST CHURCH HOLTON, KANSAS

This statement must be affirmed in order to become a member of First Baptist Church.

Adopted September 2007

1. Scripture

We believe that every word in the original manuscripts of the Bible (66 books) is the only inspired written revelation given by God himself. It is without error or falsehood, the final source of truth, and the supreme authority on all matters it addresses. The Scripture is to be obeyed in all it requires, and it will be the final standard by which all people will be judged by God. (Prov. 30:5; 2 Tim. 3:16; 2 Pet. 1:20,21; Mark. 13:31; 1Cor. 2:13; John 8:31,32; John 12:48-49; Acts 20:32; Heb. 6:18)

2. God (the Tri-Unity)

We believe there is one true God who is almighty and all-knowing, creator and sustainer of all things, and an infinitely perfect spirit-being eternally existing in three distinct persons: the Father, Son and Holy Spirit. These three are equal in every divine perfection and execute distinct but harmonious roles in the work of creation, providence and redemption. (Gen. 1:1,26; Deut. 6:4; John 1:1,3; 4:24; Matt. 28:19; Acts 20:32; Rom. 1:19,20; Eph. 4:5-6)

3. God the Father

We believe in God the Father, an infinite personal spirit, perfect in holiness, wisdom, power and love. He infallibly ordains and controls all that shall come to pass. He concerns himself mercifully in the affairs of men, hears and answers prayer, and saves from sin and eternal death all who come to Him through Jesus Christ. (Luke. 10:21-22; Matt. 23:9; John 3:16; 6:27; Rom. 1:7; 1 Tim. 1:1-2; 2:5-6; 1 Pet. 1:3; Rev. 1:6)

4. Jesus Christ

We believe that from all eternity Jesus Christ is God's only begotten Son and has precisely the same nature, attributes, and perfections as God the Father and God the Holy Spirit. He is not only true God, but also true man, conceived by the Holy Spirit and born of the Virgin Mary. We believe in His sinless life, substitutionary atoning death, bodily resurrection, and ascension into Heaven. We also believe in His priestly intercession for His people, and His personal, visible return from Heaven to Earth. (Matt. 1:18-25; Luke. 1:26-38; John 1:1-14; 20:28; Rom. 9:5; 8:46; 2 Cor. 5:21; 1 Pet. 2:21-23; John 20:30-31; Matt. 20:28; Eph. 1:4; Acts 1:11; Rom. 5:6-8; 6:9-10; Heb. 7:25; 9:28; 1 Tim. 3:16)

5. The Holy Spirit

We believe that the Holy Spirit is true God with all the same nature, attributes and perfections of God. The Holy Spirit's ministry is to glorify the Lord Jesus Christ and to convict the world regarding sin, righteousness and judgment. The Spirit regenerates, indwells, spiritually gifts, guides, instructs, empowers and sanctifies all believers in Christ. We believe that every believer is baptized in the Holy Spirit, which places every believer into the body of Christ, conferring all the benefits and power of being part of Christ. (John 14:16,17,26; 15:26-27; 16:8-14; Rom. 8:9; 1 Cor. 3:16; 6:19; 12:13; Gal. 5:22-26)

6. Humanity

We believe that God created humanity, male and female, in the image of God and free from sin. God ordained marriage between one man and one woman. But man sinned, resulting in physical and spiritual death, which is separation from God. As a result, all humans are born with a sinful nature and are sinners by choice, and so, are under condemnation. Man is not capable of obtaining or working toward salvation, apart from God's grace and forgiveness in Jesus Christ. (Gen. 1:26; 5:2; Gen. 2:17; 3:19; Eccl. 2:11; Rom. 3:10-11,23; Rom. 5:12-21; 6:23; 1 Cor. 15:21-22; Eph. 2:1).

7. Salvation

We believe that the shed blood of Jesus Christ and His resurrection provide the only basis for justification and salvation ---for all who trust in Him. Salvation is received by grace alone through faith in Christ, apart from any human merit, good works, or ritual. Those who are regenerated (born again) by God's Spirit, also repent, forsake sin, and trust in and surrender to Jesus Christ as Lord and Savior, so they are new creatures, delivered from condemnation. Through obeying God's Word by the Holy Spirit's power, the believer is able to live a life of increasing holiness and good works, in conformity to Christ and the will and Word of God (sanctification). If a person is truly born again, they have eternal life and cannot then ultimately be lost and condemned. (John 1:12; Acts 2:38,39; 3:19; 4:12; Rom. 3:28; 4:5; 6:1-22; 8:1; 1 Cor. 15:1-4; 12:13; 2 Cor. 5:17; Eph. 2:8-10; 1 Pet. 3:18; 1 Thes. 4:3-4; John 5:24; 6:37-40; 10:27-30; Rom. 8:29-33)

8. The Church

We believe in the universal Church, which is the spiritual body of which Christ is the head. It is composed of persons from all places and times, who through saving faith in Jesus Christ have been regenerated by the Holy Spirit. This body expresses itself in local church assemblies whose members have been baptized --immersed in water-- upon a credible confession of faith, and have associated for worship, instruction, fellowship, giving, service and evangelism. There are two scriptural offices in the church of today: elders/pastors and deacons. (Eph. 2:19-22; 5:19-21; Acts 1:8; 2:42-47; Heb. 10:23-25; Matt. 28:19-20; 1 Tim. 3:1-13; 5:17; Titus 1:5-9; 1 Pet. 5:1-4)

9. Christian Conduct

We believe that the supreme task of every Christian is to live for the glory of God in life and conduct and to be blameless before the world. He should be a faithful steward of all his possessions, which are a gift from God, and he should seek to realize in every area of life the full stature of maturity in Christ. (1 Cor. 4:2; 10:31; 2 Cor. 9:6-9; Rom. 12:1-3; Heb. 12:1-2; John 14:15,23-24; 1 John 2:3-6; Col. 1:9-10)

10. The Ordinances

We believe that the Lord has committed two ordinances to the local church to be observed during the present age (until Christ returns): baptism and the Lord's Supper. Christian baptism is properly the immersion of the confessing believer (not babies) in water, in the name of the triune God, as a symbol of the believer's identification with Christ's death, burial and resurrection. Christ instituted the Lord's Supper for commemoration of His death. We believe these two ordinances, however, are not to be regarded as means of salvation. (Matt. 28:19-20; Rom. 6:3-5; 1 Cor. 11:23-26)

11. Religious Liberty

We believe that every human being is directly responsible to God alone in all matters of faith and life and should be free to worship God according to the dictates of their consciences. Each local church is self-governing in function and must be free from interference by any ecclesiastical or political authority. Therefore, Church and State must be kept separate as having different functions, each fulfilling its duties free from dictation or patronage of the other. However, we believe it is the right and responsibility of believers to influence and participate in civil government in accord with their religious convictions. (1Tim. 2:5; Rom. 14:7-9,12)

12. Church Cooperation

We believe that local churches can best promote the cause of Jesus Christ by cooperating with one another in a denominational organization. Such an organization, whether regional or district conference, exists and functions by the will of the churches. Cooperation in such an organization is voluntary and may be terminated at any time. (Acts 15:36,41; 16:5; 1 Cor. 16:1; Gal. 1:1-3; Rev. 1:4,10-11). -- This particular local church is affiliated with the American Baptist Churches, USA, Central Region, and may likewise cooperate with interdenominational fellowships on a voluntary independent basis.

13. The Last Things

We believe in the personal, bodily, visible return of the Lord Jesus Christ from Heaven to Earth to initiate and rule over an earthly kingdom. We believe in the bodily resurrection of the just and the unjust, the final judgment, the believer's everlasting blessedness and joy with the Lord, and the everlasting conscious punishment and suffering of non-believers in hell. (Matt. 16:27; Mark. 14:62; John 14:3; Acts 1:11; Phil. 3:20; 1 Thes. 4:15; 2 Tim.4:1; Titus 2:13; 1 Cor. 4:5; 15; 2 Thes. 1:7-10; Rev. 20:4-6,11-15)

BY-LAWS OF FIRST BAPTIST CHURCH, HOLTON, KANSAS

ARTICLE I: NAME AND PURPOSE

Section 1: Name

The name of this church shall be First Baptist Church of Holton, Kansas.

Section 2: Purpose

This church shall maintain services for worshipping God, provide suitable meeting places, and instruct its members in Christian living and the defense and spread of Biblical principles. It adopts the teaching of the Holy Scriptures as all sufficient rules of faith and practice and desires to spread the Gospel of Jesus Christ to the entire world, to the glory of God the Father.

ARTICLE II: RELATIONSHIPS

This Church is self-governing so far as relates to its internal organization and the regulation of its own affairs. It shall continue as a member church of the American Baptist Churches in the USA and such other regional and local organizations as are associated with that framework. This would be with the understanding that the American Baptist Churches would continue to follow Biblical principles.

ARTICLE III: MEMBERSHIP

Section 1: Additions

Persons may be received as members by vote of the church, on recommendation of the Board of Deacons at any regularly scheduled meeting of the church. There shall be orientation offered to any new member. All action regarding the addition of members may be done in one of the following ways:

1. Upon confession of faith in Jesus Christ as Savior and Lord and after Believers' Baptism (immersion). In the event that one is not physically able to proceed in Believers' Baptism (immersion), then it is left to the discretion of the Pastor(s) and the Board of Deacons as to what to do.
2. Upon receipt of a letter from another church of like faith and order and upon Believers' Baptism (immersion).
3. Upon statement of Christian experience: Conversion, Believers' Baptism (immersion) and evidence of change life.
4. Restoration

Section 2: Removal

1. By transfer of letter to another church (mailed to the pastor or clerk of that church).
2. Any member who shall unite with another church without a letter of dismissal shall be dropped from the roll.

3. Any member who is guilty of consistent breach of church covenant vows shall be counseled in love by a pastor and a member of the Board of Deacons. If faithful efforts do not bring about repentance, the Board of Deacons shall consider suspension from church membership. In all cases such persons shall be notified in writing of their right to be fully heard if they so desire. All such dismissals shall be upon the recommendation of the Board of Deacons to the church in regular or special business meetings.

Section 3: Inactivity (numbered and broken apart paragraph from current by-law)

1. It shall be the responsibility of the Pastor(s) and the Board of Deacons to reach out toward all whom become inactive so they may be restored to active fellowship.
2. No member, whether resident or non-resident, shall be kept on the active roll of the church who is able to attend or support the church financially who neither attends nor is a giver of record for a period of two years.
3. Inactive members shall not have the right to vote in church business meetings until formally reinstated to active status at a church meeting.

ARTICLE IV: OFFICERS, BOARDS, AND COMMITTEES

Section 1: Officers

1. The Officers of this church shall be the Pastor(s), Moderator, Clerk, Treasurer, Financial Secretary, and Members of the Board of Deacons, Trustees, Missions and Christian Education.
2. All must be members of the church.

Section 2: Election of Officers and Membership on Boards

1. The church membership upon the recommendation of the Pulpit Committee shall call the Pastor(s) for an indefinite period.
2. Officers who shall be elected annually with a limit of three consecutive terms are as follows: Moderator, Clerk, Treasurer, and Financial Secretary. (If elected to fill a vacancy of less than ½ a term, one may be re-elected to one full term.)
3. Board members shall be elected for a term of three years, not subject to re-election to the same board until one year shall have elapsed. (If elected to fill out a vacancy of less than ½ a term, one may be re-elected to one full term).
 - A. The Board of Deacons shall consist of at least six members.
 - B. The Board of Trustees shall consist of at least six members and the treasurer.
 - C. The Board of Christian Education shall consist of six members.
 - D. The Mission Board shall consist of up to six members.

- E. All Boards are responsible for filling all committees as needed to do the work of the Lord in our church with approval of the Advisory Council.
- F. All Boards and Committees are open to both men and women; with one third of the members of each board being elected each year, plus persons to fill such vacancies as may occur.
- G. No person shall be elected to serve on more than one board at a time. Husbands and wives should not be elected to the same board; however, it is good for husband-wife teams to serve as team teachers or on committee responsibilities.
- H. Boards have different areas of responsibilities where they may need to assign committees to do the work from time to time. Each Board will be responsible for committee appointments as needed, with the approval of the Advisory Council on an annual basis. Board committees responsibilities are as follows:
 - a. Board of Deacons: Evangelism, Flower*, Hospitality*, Music*, Social*, Welcome Center*
 - b. Board of Trustees: Audit, Wedding Co-Coordinator
 - c. Board of Christian Education: Adult*, Youth*, Children*, Leadership Education, Stewardship Education
 - d. Board of Missions: Mission Trips
 - e. Committee assignments are to be presented to the Advisory Council for approval.
 - f. Members of the standing committees shall serve one-year terms, and may serve more than one term if appointed.

* Active non-members may be used with Advisory Council approval
- I. The Advisory Council shall be made up of the Pastor(s), Moderator, Clerk, Treasurer, Financial Secretary and the Chairperson of each Board. It shall be the responsibility of each member, in the event of his/her absence from a meeting, to appoint, a suitable representative from the board.
 - a. The Advisory Council shall appoint various special committees to serve until a special task is finished or as decided at the time of their appointment.
 - b. Special committees include the following, but others may be created from time to time as needed: Building, By-Law, Capital Funds
 - c. The Nominating Committee shall be composed of two representatives each from Board of Deacons, Trustees, Christian Education and Missions. Their respective boards will select representatives.

- d. The Pulpit Committee shall consist of five persons selected by the Advisory Council and present to the church for approval.

Section 3: Duties of Officers, Boards, and Committees

All officers of the church are expected to attend and support the church program. Any board member who is absent from regularly scheduled meetings of that board for three consecutive times without being excused for good cause, shall be dropped from such membership. Any person who is absent as much as half of the meetings of a board or committee during any year for any reason shall be replaced at the annual election of officers. Each Board is encouraged to meet each month on a regular schedule. All members are encouraged to attend Business Meetings as an example to the church.

1. Pastor(s):

It shall be the duty of the Pastor(s) to preach Biblically, to administer the ordinances of the church, and to perform the many other duties pertaining to the office, such as visiting the members of the church in times of sickness, sorrow and all times when he may be of help. The Pastor(s) shall oversee all spiritual aspects of the church. The Pastor(s) when practicable may be one of the representatives of the church at meetings of the Association, Region Convention, and American Baptist convention, and make himself available for community projects when practicable. The Pastor(s) shall be a voting member of the Advisory Council and shall be an ex-officio (non-voting) member of all other boards and committees. It shall also be the responsibility of a Pastor to edit, or appoint someone to edit, the contents of the weekly church bulletin and the church newsletter before their publication.

2. Moderator

The Moderator shall preside over all church business meetings to preserve order, propose questions, regulate the proceedings, and declare the votes. In the absence of the Moderator, the Chairman of the Board of Deacons shall be the acting Moderator. The Moderator shall preside at the meetings of the Advisory Council and in cooperation with the Pastor(s), shall be responsible for introducing matters of business and interest that shall be presented to the Advisory Council and shall prepare an agenda for each business meeting. He shall be a voting member of the Advisory Council and an ex-officio member of all other boards and committees.

3. Board of Deacons

The Board of Deacons shall share with the Pastor(s) in the concern for the spiritual life of the church and the programming of regularly scheduled worship services. It shall prepare and assist with ordinances of the church, and shall meet with and counsel, along with the Pastor(s), all persons desiring to become members of the church and then recommend them to the church membership. It shall act as custodian of the Deacon Fund, assist in matters of church-staff relations and can set necessary committees to achieve various duties.

4. Clerk

The Clerk shall be responsible for recording accurate minutes of the business meetings of the church, with copies of agendas and any handouts provided members during the meeting for their consideration attached to said minutes. Minutes of previous meeting

should be presented for church approval. The Clerk should notify members of time and location of meetings not on the schedule. The Clerk shall preserve at the church all church records and documents. The Clerk shall keep a correct register of the membership with the dates and manner of the addition or change of status, and at the Annual Business Meeting of the church shall submit a statistical report of the membership for the past year and a general report of the membership for the past year and a general record of the Church Report to the American Baptist Churches of the Central Region. The Clerk will also keep minutes at Advisory Council Meetings.

5. Board of Trustees

The Board of Trustees shall understand and oversee the finances of the church. It shall endeavor to maintain or improve the church property and shall be the manager of its business interests. It shall along with the Treasurer prepare and submit to the church the annual budget and such budget changes as may be necessary from time to time. It may make a decision up to \$2000 without bringing it to the church business meeting, but must report on such at business meeting. The Board shall appoint or hire a custodian and church secretary and supervise his/her work. Requests for use for church buildings for other than its own meetings must come first to the Trustees but may be taken on to church business meeting for final decision. All special funds are to be established by presenting a proposal first to the Trustees with final approval by vote of the church. The Board of Trustees shall appoint or hire a yearly audit of the books.

6. Treasurer

The Treasurer shall pay such bills as shall be approved by the Trustees, send all mission money as provided by the church budget, and keep careful records of all transactions. Regular reports are to be made to the Advisory Council and business meetings, with copies provided to those present and to be attached to the minutes. All disbursements shall be by check. Checks are to be signed by two approved signees. The Treasurer shall attend and be a voting member of the Board of Trustees. If needed an Assistant Treasurer may be appointed to help the Treasurer with the approval of the Trustees and the Advisory Council.

7. Financial Secretary

The Financial Secretary shall receive all money and collections contributed toward church budget items and other approved special funds belonging to the corporation, and shall count along with a representative of the Trustees, record, and deposit them to the credit of the church in a bank selected by the Board of Trustees, furnishing a duplicate of said deposit to the Treasurer. The Financial Secretary shall keep confidential records of all pledges made, the payments made thereon, and shall send out statement as deemed advisable or as directed by the Board of Trustees, under whom he/she shall function in carrying out the duties of his/her office. The Financial Secretary shall make regular reports to the church the amount received through pledges, loose offering, special offerings, special gifts or contributions and the number of givers of record. This report is to be in conjunction with the Treasurer's report. The Financial Secretary may appoint an assistant, with the approval of the Board of Trustees and the Advisory Council.

8. Board of Christian Education

The Board of Christian Education shall be responsible for the organization, administration, and supervision of the entire educational program of the church. It shall be responsible for developing and interpreting to the constituency of the church the educational needs of the church. It shall make decisions concerning time schedule, educational use of space and equipment, the elimination or addition of classes or related groups. The Board shall along with the Pastor(s) be responsible for discovering, enlisting, training, and appointing all church educational workers and church school teachers. The Board shall along with the Pastor(s) be responsible for evaluating, determining, and supervising the curriculum of the educational programs of the groups and organizations under its jurisdiction. The Board shall be responsible for preparing and administering the educational budget of the church. The Board shall oversee all youth and children's programs (such as Christmas, etc).

9. Sunday School Superintendent

The Superintendent shall be one of the members of the Board of Christian Education. The role of the Sunday School Superintendent is to see that the whole education program functions effectively in sharing the gospel with the use of curriculum material approved by the Christian Education Board. The Superintendent shall keep track and record Sunday School attendance. They shall oversee teachers on Sunday morning and be prepared to find a substitute if a teacher is missing on Sunday morning. The Superintendent orders Sunday School materials as approved by the Board of Christian Education and oversees the Sunday School Promotion Sunday.

10. Pulpit Committee

The Pulpit Committee, without unnecessary delay, shall search for a desirable candidate for the pulpit, and shall recommend, after thorough investigation, a Baptist minister in good standing with the American Baptist Churches USA, and suitable for this field. This recommendation shall be made to the church and only one candidate shall be considered at a time.

11. Advisory Council

The Advisory Council shall be the general planning body of the church and shall devise, consider, and recommend long range plans for expansion needs or redirection of the Church. The Advisory Council shall be the originator of or the vehicle through which all major business shall be submitted to the Church. Regular reports shall be made to the Advisory Council by its members to enable the Council to coordinate effectively the programs of all departments and groups. The Advisory Council shall have the authority to receive resignations on behalf of the Church officers or members of boards and committees (resignations to be made to respective board and committee chairmen and, in turn, referred to the Moderator) and said resignations shall be reported at the next regular business meeting. The Advisory Council shall meet prior to each regularly scheduled business meeting and/or at the call of the Pastor(s) or the moderator. The Advisory Council should see that an agenda of all regularly scheduled business meetings are available to the church the Sunday prior to the business meeting.

12. Board of Missions

The Board of Missions shall be responsible for promoting, educating, and mission money dispersal for the church. This shall include, but not be limited to identifying Gospel minded mission projects, setting up times for missionary phone calls and appearances, planning and participation in mission work trips, and expanding the mission involvement of the church locally and worldwide.

ARTICLE V: MEETINGS

Section 1: Meetings

Meetings for worship, study and prayer shall be held regularly on Sundays and such other times as may be decided from time to time. The tithes and offerings of the members are to meet the financial obligations of the church. All members are expected to live up to their covenant obligations as part of their worship.

Section 2: Business Meeting

The Annual Business Meeting has the chief purpose of presenting the budget and slate of nominees for the following year. It shall be held on the first Wednesday after the first Thursday of December.

Regular Business Meetings shall be held on the Wednesday after the first Thursday in the months of January, April, July, and October. The January meeting shall be the annual report session.

Special Business Meetings shall be called by the Advisory Council. Written notice shall be provided to active members and said notice shall indicate the purpose of the meeting. In addition, at least one announcement of such meeting shall be made from the pulpit at a Sunday morning service.

Business meetings shall be of two classes, "A" or "B", in which active members 16 years of age or older may vote. Class "A" meetings require a quorum of twenty-five members. A class "A" meeting shall be called when voting on a Pastor, voting indebtedness, amending the Budget, and by-law changes. The Annual Business Meeting is always a class "A" meeting. Class "B" meetings require a quorum of fifteen members and may consider whatever is appropriate.

If ever a quorum is not present, of either class, the meeting may be rescheduled for the following Sunday or Wednesday night. Business is to be conducted by whoever is present.

Votes at class "A" meetings, requiring a 2/3 majority vote, shall be by counted ballot and recorded in the minutes.

Any meeting may be changed to a class "A" meeting if notification is given to the church four Sundays prior to the meeting.

ARTICLE VI: RESIGNATION OF PASTOR

Section 1: In case of the resignation of the Pastor, he shall, if at all possible, give thirty days notice.

Section 2: In the event a member or members of the church desire the resignation of the Pastor, this becomes the business of the Board of Deacons.

ARTICLE VII: INTERIM PASTOR

In the absence of a regular Pastor, it shall be the responsibility of the Board of Deacons to find a minister to serve in an interim capacity. It shall be the responsibility of the Board of Trustees to recommend the salary and other considerations concerning an Interim Pastor.

ARTICLE VIII: AMENDMENTS

Section 1: These rules of order may be revised by a two-thirds vote of the members present at any class "A" business meeting, provided the revision has been submitted in writing a month previous to such meeting.

Section 2: Any individual active member may recommend changes by submitting a proposal in writing to the Moderator who will in turn direct it to the appropriate boards or committees.

Revisions

July 7, 2010

June 3, 2010

March 2010

1998