

August 28, 2016

LIBERTY HILL BAPTIST CHURCH
Hampton, GA

CONSTITUTION
&
BY-LAWS

August 28, 2016

TABLE OF CONTENTS

CHURCH CONSTITUTION

PREAMBLE.....	3
ARTICLE I – NAME.....	3
ARTICLE II – AFFILIATION.....	3
ARTICLE III – PURPOSE.....	4
ARTICLE IV – STATEMENT OF FAITH.....	4
ARTICLE V – CHURCH COVENANT.....	5
ARTICLE VI – ADOPTION AND AMENDMENTS.....	5

CHURCH BY-LAWS

ARTICLE I – MEMBERSHIP.....	7
ARTICLE II – MEETINGS.....	8
ARTICLE III – OFFICERS.....	8
ARTICLE IV – ELECTION OF CHURCH OFFICERS.....	8
ARTICLE V – CHURCH GOVERNMENT.....	11
ARTICLE VI – COMMITTEES.....	12
ARTICLE VII – ADOPTION AND AMENDMENTS.....	14

CHURCH CONSTITUTION

PREAMBLE

For the purpose of preserving, propagating and making articulate the principles of our faith, and to the end that this body of believing Christians may be governed in an orderly manner consistent with the accepted tenets of Southern Baptist Churches, for the purpose of preserving the liberties inherent in each individual member of the Church, and in order to set forth the relationship of this body to other Baptist bodies, we do adopt and establish this Constitution.

ARTICLE I NAME

The name of this organization shall be the Liberty Hill Baptist Church, located at 2957 Mt. Carmel Road near Hampton in Henry County, Georgia.

ARTICLE II AFFILIATION

Section 1 -- Church

This Church is a free, autonomous, independent body with authority to determine for itself in the manner set forth in this Constitution, free of any outside control, authority or power, whether governmental or otherwise, the use of its property and all Church policies.

Section 2 -- Association and Cooperation

The Church recognizes the value and mutual helpfulness in the voluntary association of churches which are in such agreement in faith and practice as to make possible a spirit of fellowship and good will. It is recognized that association and cooperation between such churches will influence the missionary, educational, and benevolent interest of each other. The Church does, therefore, declare its intention, as far as conscience will allow, to work in mutual cooperation with other Baptist groups.

Upon adoption of this Constitution, this Church shall be deemed to be in friendly cooperation with the aims and purposes of the Flint River Baptist Association, Georgia Baptist Convention and Southern Baptist Convention as set forth in the constitutions of these autonomous bodies and through duly elected messengers will participate in their deliberative assemblies, and shall as we are able, support the missionary, benevolent, and educational programs of each.

Section 3 -- Discontinuance of Affiliation and/or Association

The calling of a Church conference for the purpose of voting on withdrawal from affiliation from the Flint River Baptist Association and/or discontinuance of cooperation with the Georgia Baptist Convention and/or the Southern Baptist Convention will require that written and electronic notice be sent to each resident member of the Church, stating the purpose and time of said conference. Action to withdraw must be carried by vote of three-fourths majority of the members present and voting. If at any time, the Church desires to re-join or continue its association with the organization, a new vote will be required.

ARTICLE III PURPOSE

This Church shall be missionary in spirit, extending the Gospel through our organized religious channels to the entire world. The Liberty Hill Baptist Church is organized for the purposes of:

1. Advancing and promoting the worship of God through the reading and study of the Holy Bible as the revealed Word of God.
2. Teaching and preaching of the Gospel of our Lord and Savior, Jesus Christ.
3. Conducting regular services of worship for the spiritual training, development and benefit of each member and for the winning of souls to Jesus Christ.
4. Promoting and maintaining the teachings and doctrines of that Christian denomination universally known as the Southern Baptist Convention.
5. Sustaining the ordinances, doctrines and ethics set forth in the New Testament for the Church of our Lord Jesus Christ.
6. Channeling its offerings in the support of the objects of the Kingdom of God.

In order to effectively carry forward the objects and purposes set forth above, the Church will have full power and authority to purchase, lease and acquire by gift, devise or bequest and to hold, mortgage, convey and dispose of all kinds of property, both real and personal, provided that the title to all property shall be vested in the Church trustees as here-in-after set forth.

ARTICLE IV STATEMENT OF FAITH

This Church affirms the Holy Bible as the inspired Word of God and the basis for our beliefs. We voluntarily band ourselves together as a body of baptized believers in Jesus Christ personally committed to sharing the good news of salvation to lost mankind. This Church

August 28, 2016

subscribes to the doctrinal statement of “The Baptist Faith and Message” as adopted by the Southern Baptist Convention as amended in keeping with Liberty Hill Baptist Church’s faith and doctrine based on God’s Holy Word, The Bible.

The ordinances of the Church are believer’s baptism and the Lord’s Supper. Baptisms shall be conducted as often as needed when a candidate professes Jesus Christ as their Lord and Savior or a member requests a rededication baptismal. The Lord’s Supper shall be observed at least once a quarter at a time approved by the Senior Pastor.

ARTICLE V 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 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 this Church, the relief of the poor, and the spread of The Gospel through all nations.

We also engage to maintain family and private 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 of, and use of, intoxicating drinks as a beverage; to use our influence to combat the abuse of drugs and the spread of pornography; denounce any marriage except that between one man and one woman; 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; 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 VI ADOPTION AND AMENDMENTS

Section 1 -- Adoption

This Constitution shall be considered adopted and in immediate effect if and when a two-thirds majority of the members present at the Church conference at which the vote is taken

August 28, 2016

shall vote in favor of same. This vote shall be taken at the following Church conference after formal presentation of the Constitution to the Church, and notice of such meeting in which the vote is to be taken shall be given at least one week in advance.

Section 2 -- Amendments

This Constitution may be amended, altered, or repealed by a two-thirds majority vote of the members present at any regular Church conference; provided, however, that such amendment, alteration, or repeal shall have been given to the clerk in writing; and the proposed change shall have been presented to the Church in conference and voted upon in the next scheduled conference.

AMENDMENTS

Amendment 1

Liberty Hill Baptist Church affirms **Isaiah 40:8** in our faith and practice-The grass withers, the flower fades, but the word of our God stands forever. In regard to marriage, we stand on the teachings of Scripture found in **Genesis 1:27, Genesis 2:18, Genesis 2:24, Matthew 19:3-12, I Corinthians 7:1-40, Ephesians 5:21-33, and I Peter 3:1-7**. We define marriage as the legal union between one man and one woman, thus Liberty Hill Baptist Church will not allow our facilities to be utilized for any ceremonies other than those that meet both the biblical mandates of God and adhere to the policies of Liberty Hill Baptist Church.

This is the only amendment.

CHURCH BY-LAWS

ARTICLE I MEMBERSHIP

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

Section 1 -- Admission by Baptism

Any person professing faith in the Lord Jesus Christ, giving evidence of a change of heart, and willing to accept the aims and ideals of the Church as expressed in the Church Covenant, by worship, service, and giving, may be received into membership, after scriptural baptism by immersion.

Section 2 -- Admission by Letter

A member of another Baptist church may be received by a vote of the Church upon promise of a letter of transfer from the church where membership resides. The applying member will be in a watch-care relationship until a letter of transfer is received from the other church.

Section 3 -- Admission by Statement or Restoration

Anyone who has once been a member of a Baptist church and in consequence of peculiar circumstances has lost that relationship or is not able otherwise to promise a letter of transfer may be received into the fellowship of this Church upon statement to the membership and by a vote of the Church.

Section 4 -- Admission from Other Christian Faiths

Persons desiring to unite with this Church from other Christian denominations and willing to accept the aims and ideals of the Church as expressed in the Church covenant, by worship, service, and giving, may be received into membership after scriptural baptism by immersion.

Section 5 -- Letter of Transfer

A letter of transfer to unite with another Baptist church of like faith and order may be issued upon request by said church. All such applications must be passed upon by the Church in regular conference. No letter will be granted to an individual.

ARTICLE II MEETINGS

Section 1 -- Regular Meetings

This Church shall hold regular meetings for worship, teaching, training and fellowship. Regular meetings shall at least include Sunday morning worship, Sunday evening worship, and midweek prayer service.

Section 2 -- Church Conferences

This Church shall hold regular Church conferences for the disposition of all business matters not otherwise provided for, to hear reports from the various Church committees and organizations, and to consider other matters essential to the spiritual welfare and prosperity of the congregation.

Section 3 -- Other Meetings

Other meetings of the Church as a whole or of authorized groups within the Church may be set according to the needs of the congregation.

ARTICLE III OFFICERS

The officers of this Church shall be a Senior Pastor and other vocational leadership as needed, deacons, trustees, clerk, finance committee chairperson, and such other officers as required to do the work of the Church in any of its departments or organizations. All of these shall be elected by the Church and shall be members in good standing at the time of the election except that of a Senior Pastor or other called staff member may not be a member until after the call. Any exception to this will be made by the Church in conference. Duties and responsibilities for all paid staff and volunteer positions as well as committees are outlined in their respective job descriptions located in the Liberty Hill Baptist Church Personnel Policies and Procedures Manual.

ARTICLE IV ELECTION OF CHURCH OFFICERS

Section 1 – Senior Pastor

Selection of Senior Pastor – Senior Pastor Search Committee

Whenever a vacancy occurs, a Senior Pastor search committee, recommended by the deacons, and approved by the Church shall be selected to seek and nominate as Senior Pastor a minister of The Gospel whose Christian character and qualifications fit him for the office. The committee shall bring only one name at a time for the consideration of the Church and no nominations shall be made except by the committee.

Election of Senior Pastor

The election of the Senior Pastor shall take place at a meeting called for that purpose, of which at least one week's prior notice has been given to the membership and announcements made at each service during this week. Election shall be by standing vote or secret ballot as recommended by the Senior Pastor search committee. An affirmative vote of three-fourths of those present is necessary for election of the Senior Pastor. Should the minister recommended by the committee fail to receive the three-fourths vote, the committee will be instructed to seek out another minister and the meeting at which the vote was taken shall be adjourned without debate.

Qualifications of the Senior Pastor

The Senior Pastor shall have proven himself to have the scriptural qualifications outlined in Titus 1 and I Timothy 3. A man is not eligible to serve as the Senior Pastor if he has ever been divorced and remarried.

Duties of the Senior Pastor – see the job description located in the Liberty Hill Baptist Church Personnel Policies and Procedures Manual.

Termination

The Senior Pastor shall give at least one month's notice, unless otherwise mutually agreed upon, at the time of his resignation before terminating his responsibilities as Senior Pastor.

In case the need arises on the part of the Church for immediate termination of the services of the Senior Pastor, a 30-day salary benefit shall be provided. If, in the event that a vote by the Church is required for termination, a two-week's notice shall be given the membership for a meeting to vote on retaining the Senior Pastor. To retain the Senior Pastor in his current position, a three-fourths majority vote of members present shall be required.

Section 2 -- Other Vocational Staff

The vocational staff shall be employed as the Church determines the need for such offices. The vocational staff positions may consist of: Associate pastor, youth director, Church secretary/ministerial assistant, minister of music/music director, pianist, organist, financial secretary, kitchen coordinator/church hostess, and custodian(s). Other ministerial and support staff positions not mentioned may be added with Church approval. All ordained ministerial staff shall meet the qualifications listed for the Senior Pastor. The staff members shall work under the supervision of the Senior Pastor to achieve the goals of the Church. The selection, term of office, and dismissal of vocational staff members shall be that as listed in the Liberty Hill Baptist Church Personnel Policies and Procedures Manual in conjunction with the Senior Pastor and in coordination with the personnel committee. If dismissal of a minister cannot be settled by the

Senior Pastor and the personnel committee then the dismissal will be brought before the Church for a vote.

The job description for all paid staff positions shall be presented prior to hiring and filed in the Liberty Hill Baptist Church personnel files (see Liberty Hill Baptist Church Personnel Policies and Procedures Manual for job descriptions.)

All staff positions will require a detailed background check before hiring (see Liberty Hill Baptist Church Personnel Policies and Procedures Manual).

Section 3 -- Active Deacons

Active deacons for the Church shall be on-going. A deacon shall serve until he leaves the Church or becomes otherwise ineligible to serve. Deacons will be added in accordance to Church needs if qualified and approved by the Church.

The deacons shall be elected from among those male members who have proven themselves to have scriptural qualifications according to Acts 6, Titus 1, and I Timothy 3 and are active in the programs of the Church, being faithful with their time, talents and tithes. A man is not eligible to serve as an active deacon or be newly ordained as a deacon if he has ever been divorced and remarried.

Election of Deacons

On the first Sunday in June, the chairman or vice chairman of deacons will make themselves available to receive recommendations from the Church members of men they believe qualify to serve as deacon. Screening of men recommended for being a newly ordained deacon (and an inactive deacon) will be conducted by the Senior Pastor and active deacons. Each screened nominee will be contacted by a representative from the active deacons to see if he wishes to serve as an active deacon. The deacons will prepare a list of nominees to be presented to the Church one week prior to election.

The election of deacons shall occur at the scheduled third quarter conference. The vote will be by written ballot.

All deacons elected by the Church who have not previously been ordained by a Baptist church, shall be ordained before they take office.

Section 4 -- Trustees

The trustees shall be responsible for the legal and financial interest of the Church and all real property of the Church. There shall at all times be four persons serving as trustees who are to hold title to all Church property. Their authority and methods of conducting business shall be in accord with the provisions as stipulated as an "Incorporated" body in the statutes of the State of Georgia and the Charter of Incorporation.

Section 5 -- Clerk

The clerk shall be elected annually to keep accurate records and report Church conference minutes.

Section 6 -- Financial Secretary

The financial secretary shall be responsible for overseeing the financial transactions of the Church.

See the job description located in the Liberty Hill Baptist Church Personnel Policies and Procedures Manual and the Liberty Hill Baptist Church Financial Policies and Procedures.

Section 7 -- Sunday School Director, Church Training Director, Woman's Missionary Union Director, Brotherhood Director

These officers shall be elected annually. It shall be the responsibility of these officers to perform the duties of their office in accordance with the policy of this Church and our denomination. They shall have the supervision of their respective departments and shall work with other departments to advance the programs of the Church. These organizations shall use Southern Baptist literature or literature that is in accord with the Baptist Faith and Message as a basis for teaching and training.

Each director shall see that a full and accurate report is made of the work of their department in the regular conferences of the Church. Each director shall prepare a budget for their respective area within the specified timeframe as requested by the financial committee.

ARTICLE V CHURCH GOVERNMENT

Section 1 -- Government

The government of this Church shall be vested in the membership. The congregation shall vote on the following items: The Senior Pastor search committee; the calling and dismissal of the Senior Pastor; changes to the Constitution and By-Laws; approval of the budget; approval to secure a loan; Church discipline; establishment of new paid staff positions; deacons, committees and officers; Church membership; and Article II, Section 3 of this document.

Section 2 – Church Year

The Church year shall follow the Georgia Baptist Convention guidance and recommendations.

Section 3 -- Church Conference

A Church conference shall be held quarterly as determined by the Church calendar.

In addition to stated conferences, a conference of the Church may be called on any given occasion by request of the Senior Pastor and majority of the deacons. Such called conference must be announced at two services prior to said conference. A third announcement will be through the phone tree or other applicable electronic format.

Any motion to be brought before the Church in conference shall be in writing and must be given to the moderator before conference begins except in an emergency. This will not include any motion necessitated by a previous motion. Any motion that would change the Church budget shall be referred to the finance committee and discussed at the next regular Church conference.

Section 4 -- Moderator

The Senior Pastor of the Church shall preside as Church moderator; in his absence the chairman of the deacons shall serve as moderator. In the absence of both of these, the Church shall elect a moderator.

Section 5 -- Minutes

The Church clerk shall record and maintain minutes of each conference and what actions were taken by the Church.

Section 6 -- Rules of Order

Robert's Rules of Order will be used by this Church in the conduct of its parliamentary procedures during all conferences.

ARTICLE VI COMMITTEES

Section 1 -- Standing Committees

The Church shall elect such standing committees as may be deemed necessary to carry out the various phases of the programs of the Church efficiently and effectively. These job descriptions are listed in the Liberty Hill Baptist Church Personnel Policies and Procedures Manual. These committees shall include, but not be limited to the following:

Section 2 -- Nominating Committee

The nominating committee shall consist of three people. The committee members shall serve for one year. This committee will be nominated by the previous year's nominating committee at the first quarter conference and elected by the Church in said conference. Their first duty is to recommend to the Church a Sunday school director and a discipleship training director (if applicable) at the second quarter conference. When these two are elected, they will become a part of the nominating committee and will complete the committee.

Section 3 -- Finance Committee

The finance committee shall consist of at least four members plus a chairperson. This committee is responsible for the financial affairs of the Church. The members of this committee shall be Church members preferably with a business acumen background.

Section 4 -- Personnel Committee

The personnel committee is responsible for personnel actions of all paid Church staff working in conjunction with the Senior Pastor. In relation to the Senior Pastor position, this committee in conjunction with the deacon board will make a recommendation for the dismissal of the Senior Pastor if any teaching of heresy, identified deficiencies are noted over a certain period of time, any immoral act, or any form of embezzlement is found justified.

Section 5 -- Buildings Committee

The buildings committee shall consist of as many members as the nominating committee deems wise. This committee is to supervise the maintenance and safety of all Church properties and make recommendations for improvements to the physical facilities.

Section 5A -- Grounds Committee

The grounds committee shall consist of as many members as the nominating committee deems wise. This committee is to supervise the maintenance and safety of all Church grounds and make recommendations for improvements to the grounds.

Section 6 -- Baptism Committee

The baptism committee shall prepare for and assist the pastors and baptismal candidates in the ordinance of baptism.

Section 7 -- Benevolence Committee

The benevolence committee shall consist of the chairman of deacons, chairperson of the finance committee, the Woman's Missionary Union (WMU) director and the Royal Ambassador leader.

Section 8 -- Missions Committee

The missions committee shall consist of the chairman of deacons, chairperson of the finance committee, the Woman's Missionary Union (WMU) director and the Royal Ambassador leader.

Section 9 -- Usher/Greeter Committee

The usher/greeter committee arrange for different members of the Church to greet visitors and members of the Church as they enter the facilities, shall provide ushers for the seating of the congregation at all services, and arrange for the taking of the offering at services where an offering is taken.

Section 10 -- Bereavement/Flower Committee

The bereavement/flower committee shall minister to the bereavement needs of the Church members and their families.

Section 11 -- Hospitality Committee

The hospitality committee shall coordinate Church socials. This committee shall consist of as many members as are considered necessary to perform these duties.

Section 12 -- Cemetery Committee

The cemetery committee shall consist of a minimum of three members. This committee is responsible for maintenance of the Church cemetery.

Section 13 -- Transportation Committee

The transportation committee shall consist of a minimum of three members and shall be in charge of maintaining all vehicles owned by the Church.

Section 14 -- Audio Visual Committee

The audio visual committee is a permanent committee. This committee shall maintain all audio visual equipment and be in charge of preparation and use of the audio visual equipment needed for the worship services of the Church

ARTICLE VII ADOPTION AND AMENDMENTS

Section 1 -- Adoption

These By-Laws shall be considered adopted and in immediate effect if and when a two-thirds majority of the members present at the Church conference at which the vote is taken shall vote in favor of same. This vote shall be taken at the following Church conference after formal presentation of the By-Laws to the Church, and notice of such meeting in which the vote is to be taken shall be given at least one week in advance.

Section 2 -- Amendments

August 28, 2016

These By-Laws may be amended, altered, or repealed by a two-thirds majority vote of the members present at any regular Church conference; provided, however, that such amendment, alteration, or repeal shall have been given to the clerk in writing; and the proposed change shall have been presented to the Church in conference and voted upon in the next scheduled conference.

AMENDMENTS

There are no by-law amendments.