

CONSTITUTION AND BYLAWS
Lakenon Baptist Church
406 HCR 4350 N./P.O. Box 941 Hillsboro Texas 76645

Contents

Preamble.....	2
CONSTITUTION	2
I. Name.....	2
II. Registered Office.....	2
III. Purpose	2
IV. Articles of Faith	2
V. Government.....	3
VI. Nonprofit Status and Disillusionment.....	3
VII. Amendment.....	4
BYLAWS.....	4
I. Church Membership	4
II. Church Officers	5
1. The Pastor	5
2. Church Staff.....	6
3. Deacons.....	6
4. Moderator.....	7
5. Clerk	8
6. Treasurer.....	8
7. Financial Secretary	8
8. Trustees	8
9. Church Council	9
10. Vacancies	9
III. Church Committees	10
IV. Church Meetings.....	10
V. Licensing and Ordaining.....	11
VI. Church Discipline	11

CONSTITUTION AND BYLAWS
Lakenon Baptist Church
406 HCR 4350 N./P.O. Box 941 Hillsboro Texas 76645

Preamble

This Constitution and these Bylaws are made to:

1. Preserve and secure the principles of our faith.
2. Preserve the liberties of each individual member of the church.
3. Ensure freedom of action of independence from any religious body or organization.
4. Provide for orderly conduct of internal affairs, in dealing with others, and of governing church members.

CONSTITUTION

I. Name

The name of this church shall be Lakenon Baptist Church.

II. Registered Office

The physical address of Lakenon Baptist Church is:406 HCR 4350 N. Hillsboro, Texas 76645. The mailing address is Post Office Box 941 Hillsboro, Texas 76645.

III. Purpose

The purposes of Lakenon Baptist Church are:

1. To bring glory to the Father by fulfilling the Great Commission, while practicing the Great Commandments.
2. To minister to the needs of the members, and others, as the church is able to do so.

IV. Articles of Faith

1. We believe the Holy Bible is the inspired Word of God, without any error, the all sufficient authority in matters of faith, doctrine, and Christian living.
2. We believe in one God eternally existing in three Persons: The Father, the Son, and the Holy Spirit.
3. We believe in the Virgin Birth of Jesus Christ, and that He is truly God and man. He died on the cross for our sins. He rose bodily from the dead, ascended into heaven, where He sits at the right hand of the Father, and is now our High Priest and Advocate.

CONSTITUTION AND BYLAWS

Lakenon Baptist Church

406 HCR 4350 N./P.O. Box 941 Hillsboro Texas 76645

4. We believe that man was created in the image of God but fell into sin; therefore was lost and separated from God. Only through regeneration by the work of the Holy Spirit can man's salvation and spiritual life be obtained.
5. We believe that eternal salvation is the free gift of God, entirely apart from man's works, and is possessed by any and all who have faith in and receive Jesus Christ as their personal Lord and Savior.
6. We believe in a church membership: that is, persons old enough to understand their need for Jesus Christ and, of their own free will, choose to accept Him as their personal Lord and Savior.
7. We believe that baptism is by immersion and the Lord's Supper is a memorial to His suffering and death on the cross. These are ordinances to be observed by the church in its present age. They are, however, not to be regarded as means for man's salvation.
8. We believe in the personal, bodily, imminent, and glorious return of the Lord Jesus Christ and that His Second Coming inspires believers for a dynamic and zealous life and service for Him while waiting for His return.
9. We believe in the bodily resurrection of the dead, the everlasting blessedness of the saved in Heaven, and the everlasting punishment and separation from God of the unsaved, in Hell.
10. We believe in the autonomy of the local church. The church shall manage its own affairs and shall not be subject to any other religious body or organization.

V. Government

The government of Lakenon Baptist Church is vested in its members. The membership retains unto itself, the right of exclusive self-government in all phases of its life and organization. It recognizes the need for mutual counsel and cooperation, which are common among churches. This church will cooperate and mutually work with all Bible believing churches regardless of denomination.

VI. Nonprofit Status and Disillusionment

This church is not organized for profit. In the event of liquidation or dissolution of the church, all its assets and property of every nature and description whatsoever, shall be paid over and transferred at the direction of the Lakenon Baptist Church Council.

CONSTITUTION AND BYLAWS
Lakenon Baptist Church
406 HCR 4350 N./P.O. Box 941 Hillsboro Texas 76645

VII. Amendment

This Constitution and these Bylaws may be amended provided the proposed amendment shall have been presented in writing at a regular church business meeting and then circulated to the membership. Amendments to this Constitution and these Bylaws shall be a two-thirds vote from members of the church who are qualified to vote and are present in the business meeting.

BYLAWS

I. Church Membership

1. **Qualifications:** Membership of Lakenon Baptist Church shall consist of people who have made a profession of their faith in Jesus Christ as Lord and Savior, who have followed Him in believers baptism, and agree with the Articles of Faith.
2. **Reception:** Membership in the church may be attained by majority vote from the church in a regular business meeting and by one of the following:
 - a. Believers baptism after profession of faith in Jesus Christ as their personal Lord and Savior.
 - b. Transfer of church letter from another evangelical, bible believing church.
 - c. Statement of faith of their prior experience of conversion and believers baptism in another evangelical church of like faith and practice.
 - d. Restoration to the church membership after having been dropped.
3. **Active/Inactive Membership**
 - a. An active member will be moved to the inactive roll if they fail to participate in the life of the church for period of 12 consecutive months or move far enough away to make it impractical to regularly participate in the life of the church, and by a majority vote at a regular business meeting. (A homebound member shall be exempt from being moved to the inactive roll.)
 - b. An inactive member shall be moved to the active roll upon participation in the life of the church, and a majority vote at a regular business meeting.

CONSTITUTION AND BYLAWS
Lakenon Baptist Church
406 HCR 4350 N./P.O. Box 941 Hillsboro Texas 76645

4. **Termination:** Membership in this church shall be terminated if a member:
 - a. Requests a letter of transfer to join another church.
 - b. Is dropped from the roll of active membership when he or she joins another church. (A letter of transfer is not necessary).
 - c. Dies
 - d. Is dismissed by a vote of the church due to reasons and circumstances provided in church discipline. The pastor and deacons will do all they can to counsel the member for restoration prior to action of dismissal or a request of the member to be dismissed from the church membership.
5. **Orientation of New Members:** Candidates for membership need to attend the Church Membership Class to learn and understand their privileges and responsibilities as members to God and the church.
6. **Privileges & Duties:**
 - a. Active members shall have the right to a voice and a vote in all church transactions. The active members shall have the right and privileges to full participation in the life and work of the church.
 - b. It shall be the duty of church members to uphold the Articles of Faith, Constitution, and Bylaws.

II. Church Officers

All church officers must be active members of the church in good standing.

1. The Pastor:
 - a. Qualifications:
 - i. The qualifications for pastor shall be consistent with those listed in 1 Timothy 3:1-7. His training, skills, and experiences are needed in this area of leadership.
 - b. Responsibilities:
 - i. Some of his responsibilities include, but are not limited to, Preaching, teaching, pastoral counseling, administration, planning, and guiding the church to grow and fulfill its purposes.
 - ii. He shall lead the church, the organizations, and all leaders of the church in performing their tasks in worship, proclamation, education, and evangelism.
 - iii. The pastor shall be an ex officio member of all church standing committees, except the Pastor Selection Committee.
 - iv. He shall assist the deacons in securing pulpit supply for times in his absence.

CONSTITUTION AND BYLAWS
Lakenon Baptist Church
406 HCR 4350 N./P.O. Box 941 Hillsboro Texas 76645

- c. Call:
 - i. A pastor shall be chosen and called whenever a vacancy occurs.
 - ii. A Pastor Selection Committee shall be appointed by the church to seek out a suitable pastor. This committee's recommendation will serve as a nomination.
 - iii. The Pastor Selection Committee will recommend only one candidate at a time.
 - iv. The pastor's election shall take place at a meeting for that set purpose, of which at least one-week notice shall be given to the members.
 - v. An affirmative vote by three-fourths (3/4) of the active members who are present is necessary for election.
- d. Term of Service:
 - i. The chosen pastor shall serve until the relationship is terminated by either his request, or that of the church. In either case, at least a thirty (30) day notice shall be given unless otherwise mutually agreed.
 - ii. There shall be a written mutual contract/agreement made between the pastor and the church.
- 2. Church Staff: This church shall employ or call staff, as needed.
 - a. Staff members other than that of the pastor shall be recommended for employment by the Church Council or a special committee.
 - b. A written job description and mutual contract/agreement will be prepared when the need for church staff is determined.
- 3. Deacons:
 - a. Number, term of office:
 - i. There shall be two (2) deacons for the first twenty five (25) active members and one (1) for each additional fifty (50) members.
 - ii. Deacons shall be elected for a term of service of three (3) years and may serve additional terms of service as voted upon by the church.
 - b. Qualifications:
 - i. A deacon must meet the qualifications listed in 1 Timothy 3:8-13.
 - ii. A deacon shall demonstrate an exemplary Christian testimony in private, family, and public life; a committed Christian leader and partner of the pastor; supporter and promoter of the church faith, practice, programs, and ministries.
 - iii. A deacon shall be willing to sign, and meet the goals of the Deacon Covenant.

CONSTITUTION AND BYLAWS
Lakenon Baptist Church
406 HCR 4350 N./P.O. Box 941 Hillsboro Texas 76645

- c. Election:
 - i. When a deacon vacancy occurs, the chairman of the Deacons shall announce that an election of a deacon will be held during a specified church business meeting.
 - ii. The Deacon Body will enlist active members to be recommended to the church. The duties, qualifications, and importance of the office of a deacon will be interpreted to the candidates and be reviewed to the church prior to the scheduled election of deacons.
 - d. Ordination:
 - i. Selection, election, and ordination of deacons is a privilege of the local church.
 - ii. When ordination of deacons is planned by the church, it shall authorize the pastor to assemble a council to examine the candidates concerning their fitness to serve as deacons.
 - iii. The council directed to examine the deacons shall be composed of the pastor, ordained ministers, and deacons from the body, invited ordained pastors, and deacons of neighboring evangelical bible believing churches, may be included.
 - iv. When the council recommends the ordination of deacons, the ordination service shall be scheduled and led by the pastor.
 - e. Duties:
 - i. Elected deacons shall elect a chairman.
 - ii. Deacons serve as a body of counsel to assist the pastor concerning the progress and welfare of the church.
 - iii. They will assist the pastor in ministering to the members by implementing the Deacon Family.
 - f. Ministry:
 - i. Seek to solve any fellowship problems of the church.
 - ii. Assist the pastor in administering the church ordinances.
 - iii. In the absence of the pastor, the Chairman of the Deacons shall serve as an advisory member to all organizations, departments, and committees of the church.
4. Moderator:
- a. The church moderator shall be the pastor.
 - b. The moderator shall preside at all regular and called business meetings of the church.
 - c. In the absence of the moderator, the Chairman of the Deacons shall preside over the regular and called business meetings of the church.

CONSTITUTION AND BYLAWS
Lakenon Baptist Church
406 HCR 4350 N./P.O. Box 941 Hillsboro Texas 76645

- d. In the absence of the moderator and the Chairman of the Deacons, the Church Clerk shall call the church to order and an acting moderator will be elected.
5. Clerk:
- a. The Church Clerk shall be elected to a term of service of two (2) years and may serve additional terms of service as voted on by the church. They shall be responsible for keeping an accurate record of all business meeting transactions of the church and preparing the annual report for the association.
 - b. He or she shall issue letters of dismissal voted by the church, write letters for transfer of membership, prepare written reports of the church, and keep an accurate history of the church.
 - c. An assistant Church Clerk may be elected, or the clerk's responsibilities shall be delegated to a church secretary if and when the church can afford to employ one.
6. Treasurer:
- a. The Church Treasurer shall be elected to a term of service of two (2) years and may serve additional terms of service as voted on by the church. They shall be the custodian of all monies of the church and shall disburse these monies as authorized by the church.
 - b. He or she shall keep, at all times, an itemized account of all receipts and disbursements, and shall render a monthly and an annual written report of this account to the church.
 - c. The treasurer's report may be audited by an elected committee.
7. Financial Secretary:
- a. The church financial secretary shall be elected to a term of service of two (2) years and may serve additional terms of service as voted on by the church and shall be responsible for seeing that the offerings are properly received, counted, and deposited in the church's bank account.
 - b. The church financial secretary may be the treasurer.
 - c. He or she shall properly credit each contributor and their offerings.
 - d. He or she shall be responsible for preparing and mailing a quarterly or annual record of contribution to donors.
8. Trustees:
- a. The Trustee shall be elected to a term of service of four (4) years and may serve additional terms of service as voted on by the church
 - b. At least three (3) trustees shall be elected by the church to hold trust the property of the church.

CONSTITUTION AND BYLAWS

Lakenon Baptist Church

406 HCR 4350 N./P.O. Box 941 Hillsboro Texas 76645

- c. They shall have no power to buy, sell, mortgage, lease, or transfer any property of the church without a specific vote of the church authorizing each action.
 - d. It shall be the function of the trustees to sign any, and all legal documents involving the sale, mortgage, purchase, or lease of church property or any other legal documents requiring the signature of the trustees for and on behalf of the church.
9. Church Council:
- a. Church Council shall have as regular members the pastor, clerk, treasurer, the chairman of deacons, a representative from the music department, and youth department, (the music and youth representative can also be one of the above members), an active member of the youth group, (if there is a qualified youth in senior high grade 9-12) and up to three (3) members from the congregation at large.
 - b. All members of the church council, except the pastor, clerk, treasurer, and chairman of the deacons, shall be elected to a term of service of two (2) years and may serve additional terms of service as voted on by the church. (The student representative shall be voted on by the youth group and affirmed by the Church Council)
 - c. The Church Council shall recommend to the church objectives and goals; review the coordinated program plans recommended by the pastor, church officers, organizations, and committees; to recommend to the church the use of leadership, calendar time, and other resources according to program priorities; and to evaluate program achievements in terms of church goals and objectives.
 - d. All matters agreed on by the Church Council calling for action not already provided for shall be referred to the church to be voted upon.
10. Vacancies:
- a. All cases of vacancy in any office, except that of the pastor and staff members, shall be filled by the church at a regular or special business meeting as soon as possible after such vacancy has occurred.

CONSTITUTION AND BYLAWS
Lakenon Baptist Church
406 HCR 4350 N./P.O. Box 941 Hillsboro Texas 76645

III. Church Committees

The church council shall recommend committees as they become necessary to the life of the church, to be approved by the body. All church committee members shall be elected by the church from nominations presented by the church council, and nominations from the floor with the consent of the nominee. There shall be a minimum of three (3) committee members with a chairperson. Each committee member is elected to a two (2) year term and may be reelected for additional terms. Any committee member elected to fill any vacancy shall serve the unexpired term of the position vacated. Each committee chairperson shall submit an annual budget request to the church council until such time as a Budget and Finance Committee are deemed necessary, then they will submit it to the budget and finance committee.

IV. Church Meetings

1. **Worship Services:** The church shall meet regularly each week for the worship of God, for preaching, instruction, and evangelism. This meeting will be open for all people and shall be conducted under the direction of the pastor or designated church officer in the absence of the pastor.
2. **Business Meetings:**
 - a. **Regular Business Meetings:**
 - i. Regular business meetings shall be held. The agenda shall be circulated or made known to the church at the meeting.
 - b. **Special Business Meeting:**
 - i. A special called business meeting may be called by the pastor, and with other church officers, or by action of the church to consider special matters of significant nature. A one-week written notice or announcement must be given for the specially called business meeting. The one-week notice may be waived by 2/3 majority vote of the church council.
 - c. **Quorum:**
 - i. The quorum consists of at least one-fourth of the active church membership.
 - d. **Parliamentary Rules:**
 - i. Robert's Rules of Order (revised edition) is adopted as the authority for parliamentary rules of procedure for all business meetings of the church and for all other meetings that demand voting of the church members, including committee meetings.

CONSTITUTION AND BYLAWS
Lakenon Baptist Church
406 HCR 4350 N./P.O. Box 941 Hillsboro Texas 76645

V. Licensing and Ordaining

1. Licensing:
 - a. Any member of the church who has shown by his or her life and has felt the call to the gospel ministry may, by majority vote of the active membership at a regular meeting, be licensed by the church to the Christian ministry.
2. Ordination:
 - a. When a member of this church has been called and offered a position in the ministry they shall be ordained provided they meet the biblical criteria for the position.
 - b. Deacons of the church may be ordained as outlined in section II. Church Officers, Subsection 3. Deacons, Subsection d. Ordination.

VI. Church Discipline

1. Should any unhappy difference arise among members, the aggrieved member shall follow in a tender spirit, the rules given by our Lord in Matthew 18:15-17.
2. Should any case of gross breach of covenant, or of public scandal occur, the deacons shall endeavor to resolve the conflict; and if this effort fails, shall report the case to the church.
3. All such proceedings shall be pervaded by a spirit of Christian kindness and forbearance, but should an adverse decision be reached, the church may proceed to admonish or declare the offender to be no longer in the membership of the church.
4. Any person whose membership has been terminated for any offense may be restored by vote of the church, upon evidence of their repentance and reformation.

CONSTITUTION AND BYLAWS
Lakenon Baptist Church
406 HCR 4350 N./P.O. Box 941 Hillsboro Texas 76645

Ratified by action of the church in its business meeting on October 17, 2021

By signing below, I attest that I was present at the Business Meeting on October 17, 2021, and that I witnessed the affirmative vote approving the ratification of the amended Constitution and By Laws.

Stephen D. Burnett – Pastor Date Signed

Mary Beth Burnett - Treasurer Date Signed

Beverly Graham – Church Clerk Date Signed

Russel Cudmore – Deacon Chairman Date Signed

Bryan May - Deacon Date Signed

Kim Newman - Member Date Signed