



WHITE PLAINS

BAPTIST CHURCH

329 Franklin Rd, Scottsville, KY 42164

whiteplains.church (270) 237-4222

Bylaws of White Plains Baptist Church

Adopted September 26th, 2021

I. Membership

Section 1. General

White Plains Baptist Church is a sovereign and democratic Baptist church under the Lordship of Jesus Christ. The membership retains unto itself the exclusive right of self-government in all phases of the spiritual and temporal life of this church.

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

Section 2. Candidacy

Any person may offer himself as a candidate for membership in this White Plains Baptist Church. All such candidates shall be presented to the church at any regular church service for membership in any of the following ways:

- (I) By profession of faith and for baptism according to the policies of White Plains Baptist Church
- (II) By promise of a letter of recommendation from any Baptist Church
- (III) By restoration upon a statement of prior conversion experience and baptism in a Baptist church when no letter is obtainable

Should there be any dissent as to any candidate, such dissent shall be referred to the pastor and the deacons for investigation and the making of a recommendation to the church within (30) days. A three-fourths vote of those church members present and voting shall be required to elect such candidates to membership.

Section 3. New Member Orientation

New church members will be expected to participate in the church's new member orientation plan.

Section 4. Voting Rights of Members

Every member of White Plains Baptist Church is entitled to vote at all elections and on all questions submitted to the church in conference, provided the member is present or provision has been made for absentee balloting.

Section 5. Termination of Membership



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Membership shall be terminated in the following ways: (1) death, (2) dismissal to another Baptist church, (3) by request of the member, (4) affiliating with another church, (5) exclusion by action of this church. (See Section 6. Discipline)

Section 6. Discipline

(1) It shall be the basic purpose of White Plains Baptist Church to emphasize to its members that every reasonable measure will be taken to assist any troubled member. The pastor, other members of the church staff, and deacons are available for counsel and guidance. Redemption rather than punishment should be the guidelines, which govern the attitude of one member toward another.

(2) Should some serious condition exist which would cause a member to become a liability to the general welfare of the church; every reasonable measure will be taken by the pastor and by the deacons to resolve the problem. A spirit of Christian kindness and forbearance shall pervade all such proceedings. But, finding that the welfare of the church will best be served by the exclusion of the members the church may take this action by a two-thirds vote of the members present at a meeting called for this purpose; the church may proceed to declare the offender to be no longer in the membership of White Plains Baptist Church.

(3) Any person whose membership has been terminated for any condition, which has made it necessary for the church to exclude him, may upon his request be restored to membership by a vote of the church upon evidence of his repentance and reformation.

II. Church Officers

All church officers must be members of White Plains Baptist Church. The officers of this church shall be as follows:

Section 1. Pastor

The pastor is responsible for leading the church to function as a New Testament church. The pastor will lead the congregation, the organizations, and the church staff to perform their tasks.

The pastor is the leader of pastoral ministries in White Plains Baptist Church. As such he works with the deacons and church staff to (1) lead the church in performing its task, (2) lead the church to engage in a fellowship of worship, witness, education, ministry, and application, (3) proclaim the gospel to believers and unbelievers, and (4) care for the church's members and other persons in the community.

The pastor shall be chosen and called by the church whenever a vacancy occurs. His election shall take place at a meeting called for that purpose, of which at least one week's public notice has been given.



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A pulpit committee shall be appointed by the church to seek out a suitable pastor, and its recommendations will constitute a nomination. Any member has the privilege of making other nominations according to the policy established by the church. The committee shall bring to the consideration of the church only one name at a time. Election shall be by ballot, an affirmative vote of three-fourths of those present being necessary for a choice. The pastor, thus elected, shall serve until the relationship is terminated by his request or the church's request. The pastor shall give at least two weeks' notice at the time of resignation before terminating his responsibilities as pastor.

Section 2. Church Staff

White Plains Baptist Church shall call or employ such staff members, as the church shall need. A job description shall be written when the need for staff members is determined. Vocational staff members other than the pastor shall be recommended to the church by the personnel committee and employed by church action. At least two weeks' notice at the time of resignation should be given.

The secretaries and custodians shall likewise be recommended to the church by the personnel committee and employed by church action.

Section 3. Deacons

(1) Deacons and nominees for Deacon shall be men and women who are members in good standing and demonstrate godly character and possess particular gifts of service. Deacons will exemplify the godly characteristics set forth in Acts 6:1-6 and 1 Timothy 3:8-12. There shall be one deacon for every fifteen church families. Deacons shall be elected at regular business meetings of the church by secret ballot.

The deacons shall serve on a rotation basis. Each year the term of office of one-third of the number of deacons shall expire, and election shall be held to fill the vacancies. In case of death or removal or incapacity to serve, the church may elect a deacon to fill the unexpired term. After serving a term of four years, a deacon shall be eligible for reelection only after the lapse of at least one year. There is no obligation to constitute as an active deacon a person who comes to the church from another church where he has served as a deacon.

(2) In accordance with the meaning of the work and the practice of the New Testament, deacons are to be servants of the church. The task of the deacon is to serve with the pastor and staff in performing pastoral ministries tasks: proclaim the gospel to believers and unbelievers; care for church members and other persons in the community; lead the church to engage in a fellowship of worship, witness, education, ministry, and application; and lead the church in performing its tasks.

(3) Responsibilities

a. The responsibility of the deacons will be to serve the church in accordance with Scriptures, proclaiming the Gospel to believers and nonbelievers, caring for church members and other people in the community, leading the church to engage in the fellowship of worship, witness, education, ministry,



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application, and leading the church in performing its tasks. The deacons, also, assist in serving the Lord's Supper, teaching, visiting, and any additional roles that are determined needful with regard to their biblical responsibilities.

b. The deacons, also will be responsible for reviewing the constitution and bylaws and others policies of the church and recommending and needed revisions for church approval.

3. Election of the Deacons

a. Deacons will be elected for a term of four years after which they will be considered an inactive deacon for a minimum of one year. Subsequent terms may be served on the election by the church family. Shorter terms may be set for deacons newly elected for the fulfillment of uncompleted terms and to prevent an unbalanced number of members from rotating off in the same year.

b. The chairman of the deacons will be elected by the deacon fellowship. That individual shall serve as chairman until s/he rotates off the deacon body.

c. Nominations for deacons will be solicited from the church membership. Those making nominations for deacons must first secure permission from the potential nominee to allow his/her name to be submitted. The nominee must have been a member of White Plains Baptist Church for at least one year and must be at least 21 years of age. For nominees that are already ordained, the deacon chairman, one other active deacon, and the pastor will interview the nominees to confirm his/her good standing with the church. The findings of the three will be presented to the deacon fellowship and the deacon fellowship will make a motion for the vetted nominees to be placed on the ballot for deacon election at a future business meeting called for that purpose. The proceedings of the nominee interviews and ordination council apart from recommendations to the church are to be kept confidential.

d. The chairman of the deacons shall preside at all meetings of the deacons and the business meeting of the church. In the absence of the chairman, the clerk shall call the church to order and an acting moderator shall be elected. All deacons will be elected by secret ballot on an annual basis by the church body.

4. Ordination of Deacons

a. Individually candidates for ordination will be interviewed by the pastor and deacon chair. If the candidate fulfills the requirements of deacon as found in Acts 6:1-6 and 1 Timothy 3:8-13, the pastor and deacon chair will schedule a time for the candidate(s) to meet with the ordination council.

b. Candidates will be questioned by the deacon ordination council. The ordination council will consist of the pastor, ordained staff, and all ordained deacons, active and inactive, of the church. The deacon chair will serve as the moderator of the questioning. An ordination clerk will be elected to keep minutes of the questioning. Upon the conclusion of the questioning, the candidate will be excused. The ordination council will vote to recommend the candidate(s) to the church for ordination.



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c. At a called business meeting for the purpose of ordination, the clerk of the ordination council will present the recommendations of the council. Candidates will share their testimonies in front of the church body.

5. Termination:

The office of deacon may be terminated in the following manner:

- a. By the deacon's own request
- b. Misconduct/disqualification is interpreted to mean immoral character, practices, and vices contrary to biblical teachings held by the church and as defined in 1 Timothy 3:8-16.
- c. Doctrinal lapse
- d. Destroyer of fellowship within the church in order to be terminated, the recommendation is brought to the church by the deacon body and voted upon by the church at the next special called business meeting. Vote for the termination will require a simple majority.

Section 4. Clerk

The church-elected clerk of the church shall keep in a suitable book a record of all actions of the church, except as otherwise herein provided. S/he is responsible for keeping a register of the names of members, with dates of admission, dismissal, or death, together with a record of baptisms. S/he shall issue letters of dismission voted by the church, preserve on file all communications and written official reports, and give legal notice of all meetings where such notice is necessary, as indicated in these bylaws. The church may delegate some of the clerical responsibilities to a church secretary. All church records are church property and should be filed in the church office.

Section 5. Treasurer

The church shall elect a church treasurer. The treasurer will continue to serve in that position until resignation or dismissal by the pastor and deacons. It shall be the duty of the treasurer to receive, preserve, and payout, upon receipt of vouchers approved and signed by authorized personnel, all money, or things of value paid or given to the church, keeping at all times an itemized account of all receipts and disbursements. It shall be the duty of the treasurer and finance team to make itemized running reports of the receipts and disbursements after monthly closings available to church members. These reports will be available in the church lobby. An auditing committee or public accountant shall audit the treasurer's report annually. The treasurer shall be bonded.

Upon rendering the annual account at the end of each fiscal year, and its acceptance and approval by the deacons, the records shall be delivered by the treasurer to the church office personnel, who shall keep and preserve the account as a part of the permanent records of the church.

Section 6. Trustees



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Three trustees elected by the church will hold in trust the church property. They shall have no power to buy, sell, mortgage, lease, or transfer any property without a specific vote of the church authorizing each action. It shall be the function of a minimum of at least one trustee to affix their signature to legal documents cosigned by the chairman of the board of deacons, involving the sale, mortgage, purchase, or rental of property or other legal documents where the signatures of a church official are required. Trustees shall serve on a rotating basis, with one new trustee being elected every three years.

Governance of the Church

The pastor and deacon fellowship will oversee guidance to the functions of the church. They shall determine the goals and objectives of White Plains Baptist Church and will provide the policies, structures to implement the plans to realize those objectives. They will determine the appropriate structures, including the creation of committees/teams, job descriptions, and lines of accountability to pursue those objectives. When such committees have fulfilled their purposes, they will be deactivated.

The pastor and deacon fellowship shall oversee all financial aspects of the church.

The pastor and deacon fellowship shall oversee all professional and support staff of the church.

The pastor and deacon fellowship shall review periodically the documents of the church for needed updates or revisions.

The pastor and deacon fellowship shall review and assess the various risks associated with the ministry of the church and secure the needed insurance policies and coverages.

The pastor and deacon fellowship shall provide action plans for proper responses to emergencies that may arise in the church context.

III. Ordinances

Section 1. Baptism

A person who receives Jesus Christ as Savior by personal faith; who professes Him publicly at any worship service; and who indicates a commitment to follow Christ as Lord, shall be received for baptism.

2. Baptism shall be by immersion in water.
3. The pastor or whomever the church shall authorize shall administer baptism. The deacons shall assist in the preparation for and observance of baptism.
4. Baptism shall be administered as an act of worship at any of the worship services.
5. The pastor and/or staff and deacons shall counsel a person professing Christ and failing to be baptized after a reasonable length of time. If negative interest is ascertained, he shall be deleted from those awaiting baptism.



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Section 2. The Lord's Supper

The Lord's Supper is a symbolic act of obedience whereby members of the church, through partaking of the bread and fruit of the vine, commemorate the death of Jesus Christ and anticipate His second coming.

1. The Lord's Supper shall be observed at least quarterly, preferably the first Sunday of the quarter, or as otherwise scheduled.
2. The Lord's Supper shall be observed in the Sunday morning service and at any other worship event as determined by the Pastor and deacons.
3. The pastor and deacons shall be responsible for securing individuals to administer the Lord's Supper.
4. The deacons shall be responsible for the physical preparations of the Lord's Supper.

IV. Church Meetings

Section 1. Worship Services

White Plains Baptist Church shall meet regularly each Sunday morning and other designated times for preaching, instruction, evangelism, and the worship of Almighty God. These meetings will be open for the entire membership of the church and all guests and shall be conducted under the direction of the pastor.

Section 2. Special Services

Revival services and any other church meetings, which will be essential in the promotion of the objectives of the church, shall be placed in the church calendar.

Section 3. Special Business Meetings

A specially called business meeting may be held to consider special matters of significant nature. A one-week notice of the subject, date, time, and location must be given for the specially called business meeting unless extreme urgency renders such notice impracticable.

Section 4. Quorum

The quorum consists of those who attend the business meeting, provided it is a stated meeting or one that has been properly called.

Section 5. Parliamentary Rules

Robert's Rules Of Order, Revised, is the authority for parliamentary rules of procedures for all business meetings of the church.



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V. Church Finances

Section 1. Budget

The treasurer, in consultation with the church staff members, shall prepare and submit to the board of deacons for approval on inclusive budget, indicating by items the amount needed and sought for all local and worldwide expenses.

It is understood that membership in this church involves financial obligation to support the church and its cause with regular, proportionate gifts.

Section 2. Accounting Procedures

All funds for any and all purposes shall pass through the hands of the church treasurer, or financial secretary, and be properly recorded on the books of the church. The officer(s) shall be bonded.

A system of accounting that will adequately provide for the handling of all funds shall be the responsibility of the deacons.

Section 3. Fiscal Year

The fiscal year of White Plains Baptist Church shall be the calendar year.

VI. Amendments

Changes in this constitution and bylaws may be made at any called business meeting of the church, provided such amendments shall have been presented in writing at a previous meeting, and copies of the proposed amendment be furnished to each member present. Amendments to the constitution shall be by two-thirds vote of all members of the church present entitled to vote; amendments to the bylaws shall have a concurrence of a majority of the members present and voting.