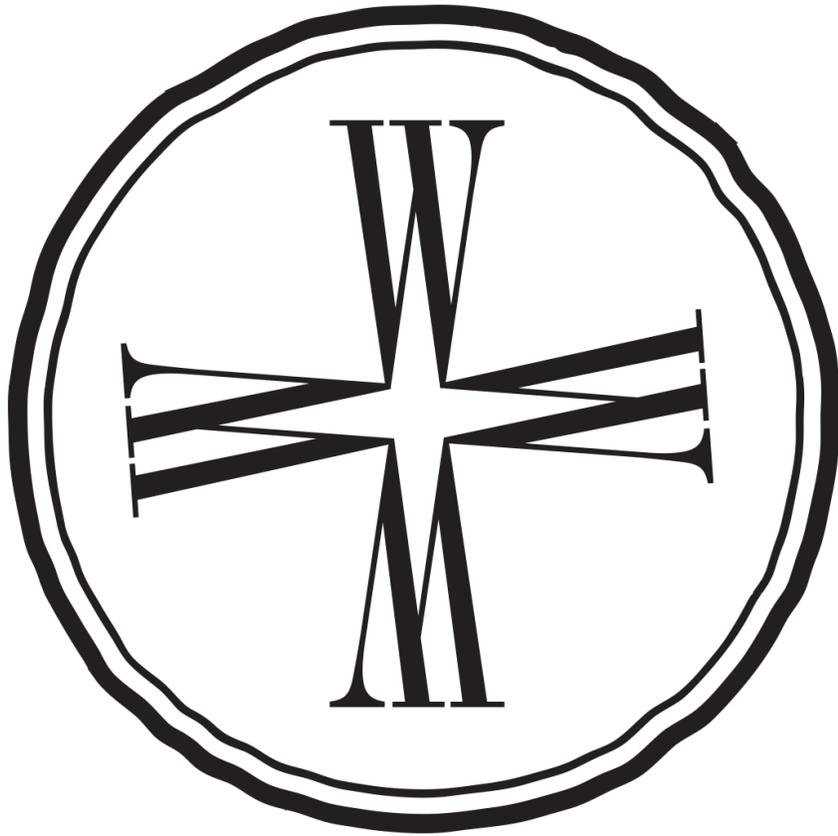


**WOODBURN BAPTIST
CHURCH
Constitution and
By-Laws**



Revised December 15, 2013

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CONSTITUTION OF WOODBURN BAPTIST CHURCH

WHEREAS, it is the desire of this church to be constituted a Christian congregation and to have all matters conducted in an orderly and Christian manner, therefore be it

RESOLVED, that the members of Woodburn Baptist Church, Woodburn, Kentucky, establish and ordain this document as the Constitution and Bylaws under and by which this congregation and its affairs shall be directed.

ARTICLE I: NAME

Section 1. This body shall be known as the Woodburn Baptist Church of Woodburn, Kentucky. The church was constituted May 26, 1867, and occupied an historic building on Woodburn-Allen Springs Road (Kentucky Highway 240) from 1897 to 2000. The present place of worship is located across the road from the old site; the congregation crossed over into these facilities on April 16, 2000. The historic building was dismantled and removed during the first week of December 2000. The Woodburn Baptist Church is affiliated with three associations, namely, the Warren Association of Baptists, the Kentucky Baptist Convention and the Southern Baptist Convention.

ARTICLE II: STATEMENT OF PURPOSE

Section 1. Woodburn Baptist Church is a family of Christians that loves and welcomes everyone, shares the gospel of Jesus Christ, and serves God through worship, teaching, and everyday acts of service.

ARTICLE III: OBJECTIVES

Section 1. The following shall be the objectives of Woodburn Baptist Church:

- A. To win the lost to Christ.
- B. To share in the worship and praise of God.
- C. To make God's will dominant in the lives of individuals, especially as that will is set forth in the life, teachings, death, and resurrection of Jesus Christ.
- D. To be a church that ministers unselfishly to persons in the community and the world in Jesus' name.

ARTICLE IV: STRATEGY

Section 1. In fulfillment of its stated purpose and objectives, Woodburn Baptist Church will advance the kingdom of Christ, proclaiming the gospel message by all available means to all neighbors and nations. Since we believe that the New Testament church is the center of Christian life and discipleship, our aim is to anchor new converts into a thriving local body of Christ. The evangelistic strategy of this congregation is two-fold: to add new converts and to multiply local churches. The outgrowth of our mission may lead us to (1) welcome new members into the church campus at Woodburn; (2) launch multiple campuses at other locations, with which we will function as one church; or (3) start new independent churches.

ARTICLE V: STATEMENT OF FAITH

Section 1. The Scriptures

We believe that the Scriptures of the Old and New Testament were written by persons divinely inspired, that they are the only infallible rule of faith and practice and are the supreme standards by which all human conduct, creeds, and opinions should be tried.

Section 2. God

We believe that there is only one true and living God, the Maker and Supreme Ruler of heaven and earth, inexpressibly glorious in holiness and worthy of all possible honor, confidence and love; that in the unity of the Godhead there are three persons-the father, the Son, and the Holy Spirit, equal in every divine perfection and executing distinct but harmonious offices in the great work of redemption.

Section 3. The Individual

Humanity was created by the special act of God, in his own image, and is the crowning work of his creation. In the beginning, man and woman were innocent of sin and were endowed by the Creator with freedom of choice. By their free choice, they sinned against God and brought sin into the human race. Through the temptation of Satan, human beings transgressed the command of God and fell from their original innocence; whereby, human posterity inherited a nature and an environment inclined toward sin. As soon as the individual is capable of moral action, he or she becomes a transgressor and is under condemnation. Only the grace of God can bring a person into divine fellowship and enable one to fulfill the creative purpose of God. The sacredness of human personality is evident in that God created men and women in his own image, and in that Christ died for all; therefore, every human being possesses dignity and is worthy of respect and Christian love.

Section 4. Salvation

We believe that the salvation of sinners is wholly of grace by faith in the mediatorial office of the Son of God, who freely took upon himself our nature, yet without sin, honored the divine law by his personal obedience, and by his death made a full atonement for our sins; that having risen from the dead, he is now enthroned and is in every way qualified to be a suitable, compassionate and all-sufficient Savior.

Section 5. Regeneration

We believe that in order to be saved, sinners must be regenerated or born again; that regeneration consists in giving a holy disposition to the mind; that it is affected in a manner above our comprehension by the power of the Holy Spirit, in connection with divine truth, so as to secure our voluntary obedience to the Gospel; and that its proper evidence appears in the holy fruits of repentance and faith and newness of life.

Section 6. Repentance and Faith

We believe that repentance and faith are sacred duties of every person and also inseparable graces, wrought in our souls by the regenerating Spirit of God, whereby, being deeply convinced of our guilt, danger, and helplessness, and of the way of salvation by Christ, we turn to God in humility, godly sorrow, confession, and supplication for mercy-at the same time receiving heartily Jesus Christ as our Savior and Lord and relying upon him alone for justification, sanctification and eternal life.

Section 7. Sanctification

We believe that those who have been truly regenerated are also sanctified; that sanctification is God's will; that it is a progressive work; that it is begun in regeneration and is carried on in the hearts of believers by the presence and power of the Holy Spirit in the continual use of the appointed means, especially the Word of God, self-examination, self-denial, watchfulness, and prayer.

Section 8. Grace

We believe that those who are true believers will never fall away from the state of grace but will persevere to the end.

Section 9. The Church

A New Testament church of the Lord Jesus Christ is a local body of baptized believers who are associated by covenant in the faith and fellowship of the gospel, observing the two ordinances of Christ, committed to his teaching, exercising the gifts, rights and privileges invested in them by his Word, and seeking to extend the gospel to the ends of the earth.

This church is an autonomous body operating through democratic processes under the Lordship of Jesus Christ. In such a congregation, members are equally responsible. Its scriptural officers are pastors and deacons. The New Testament speaks also of the church as the body of Christ which includes all of the redeemed of all the ages.

Section 10. Baptism

Christian baptism is the immersion of a believer in water in the name of the Father, the Son and the Holy Spirit. It is an act of obedience symbolizing the believer's faith in a crucified, buried, and risen Savior, the believer's death to sin, the burial of the old life, and the resurrection to walk in newness of life in Jesus Christ. It is a testimony to the believer's faith in the final resurrection of the dead. Being a church ordinance, baptism is a prerequisite to the privileges of church membership for new believers.

Section 11. Lord's Supper

We believe that the Lord's Supper is to be administered with the breaking of the bread and serving of the cup and is to be observed by his churches until the end of the world; that it is in no sense a sacrifice, but it is designed to commemorate his death; that it calls for, and is preceded by, the most solemn self-examination.

Section 12. Resurrection

God, in his own time and in his own way, will bring the world to its appropriate end. According

to his promise, Jesus Christ will return personally and visibly in glory to the earth; the dead will be raised, and Christ will judge all persons in righteousness.

Section 13. Judgment

The unrighteous will be consigned to hell, the place of everlasting punishment. The righteous in their resurrected and glorified bodies will receive their reward and will dwell forever in heaven with the Lord.

Section 14. Lord's Day

We believe that the first day of the week is the Lord's Day; that it is a Christian institution for regular observance; and that it should be kept sacred and be employed in exercises of worship and spiritual devotion, both public and private.

Section 15. Stewardship

God is the source of all blessings, temporal and spiritual. All that we have and are, we owe to Him. Christians have a spiritual debtorship to the whole world, a holy trusteeship in the gospel, and a binding stewardship in their possessions. They are, therefore, under obligation to serve God with their time, talents, and material possessions; and should recognize all these as entrusted to them to use for the glory of God and for helping others. According to the Scriptures, Christians should contribute of their means cheerfully, regularly, systematically, proportionately and liberally for the advancement of the Redeemer's cause on earth.

Section 16. Evangelism and Missions

We believe that the Great Commission as recorded in Matthew 28: 18-20 requires and empowers our church body and its members as individuals to take part in local, state, North American and International missions. This is done by individual witnessing and the support of missions through voluntary cooperation with other Southern Baptist Churches in mission effort at home and abroad through the Cooperative Program.

Section 17. Civil Government

We believe that civil government is of divine appointment for the interests and good order of human society; that civil authorities are to be prayed for, conscientiously honored, and obeyed; that God alone is Lord of the conscience, and he has left it free from human doctrines and commandments which are contrary to Scripture or not contained in it.

Section 18. Marriage

Marriage is a biblical institution established by God as clearly described in the scriptures. This Church recognizes that marriage is the uniting of one man and one woman in covenant commitment for a lifetime. Accordingly, this Church, its pastors, staff and/or licensed ministers will not be a party to or

perform same sex unions or same sex marriages, nor shall its property or resources be used for such purposes.

ARTICLE VI: 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 his assembly, most solemnly and joyfully enter into covenant with one another as one body of 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.

We are to contribute cheerfully and regularly to this ministry, the expenses of the church, the relief of the poor, and the spread of the gospel throughout all nations.

We also engage to maintain family and secret devotion; to educate our children religiously; to seek to salvation of our kindred and acquaintances.

We are to walk circumspectly in the world; to be just in our dealings, faithful to our engagements and exemplary in our deportment; 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 courtesy in speech; to be slow to take offense, but always ready for reconciliation and, mindful to the rules of our Savior, to secure peace 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 VII: AMENDMENTS

Section 1. Changes to this Constitution may be made at any regular business meeting of the church, provided such proposed amendment(s) have been presented in writing at a previous meeting. Copies of the proposed amendment(s) shall be furnished to each member present. Amendments to this Constitution shall be by two-thirds vote of all members of the church present and entitled to vote. Amendments to the Bylaws shall have a concurrence of a majority of the members present. This Constitution supersedes any previous motions passed by this church.

Date Ratified: December 15, 2013

BYLAWS OF WOODBURN BAPTIST CHURCH
ARTICLE I: MEMBERSHIP

Section 1. Selection of Members

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

Section 2. Candidacy for Membership

Individuals may offer themselves as candidates for membership in this church by any of the following methods:

- A. By public profession of faith in Jesus Christ as Savior and Lord, requesting baptism according to the policies of this church;
- B. By receipt of a letter from another Baptist church or church of like faith and order;
- C. By a statement of prior conversion experience and baptism by immersion in a church of like faith, when no letter is obtainable; or
- D. By watchcare, if full membership is not sought by any of the above means. Watchcare members are considered active participants in congregation life and ministry; however, voting and leadership privileges are withheld.

Section 3. Termination of Membership

Membership in this church may be terminated in any the following ways:

- A. By death of the member;
- B. By transfer of letter to another church;
- C. By becoming affiliated with a church of another faith or denomination, in which case the deacon assigned to the member shall notify the church clerk of the person's affiliation with the other body;
- D. By request of the member; or
- E. By dismissal on the basis of un-Christian conduct. If any member engages in unseemly conduct or persistently indulges in public behavior which offends or threatens the fellowship and integrity of the church, then it shall be the duty of the deacons to pursue discipline, resolution, and restoration in the most appropriate method possible. If efforts toward restoration fail, the congregation, upon recommendation from the deacon body, may withdraw the privileges and standing of membership from the offending member.

Section 4. New Member Orientation

Under the guidance of the senior pastor, ministerial staff members and deacons, this church shall appropriately orient all persons coming into the congregation. Newly baptized believers will receive spiritual direction and training in discipleship, either individually or in a group arrangement. Members who come by statement or transfer of letter shall each be oriented into this body by the assigned deacon.

Section 5. Voting Rights.

Every member of this church is entitled to vote at all elections and on all questions submitted to the church in conference, provided the member is present. There will be no absentee balloting.

ARTICLE II: CHURCH OFFICERS

Section 1. All church officers must be members of this church and elected by the body. The officers of this church shall be as follows:

A. Senior Pastor

The Senior pastor is responsible for leading the church in functioning as a New Testament church. The pastor will lead the congregation, the organizations and the church staff in performing their tasks. The pastor is the leader of worship, proclamation, education, and pastoral care ministry. It is understood that the pastor is an ex-officio officer of all the organizations and committees named. The pastor shall provide for a pulpit supply in case of absence or inability to serve.

A 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 shall be given. A pastor search committee shall be appointed by the church to seek out a suitable pastor and their recommendations will constitute a nomination, though any member has the privilege of making other nominations according to the policy established by this church.

The pastor search committee shall be composed of five church members, one from each of the following groups: deacons, senior adults, and youth, along with two (2) additional church members. However, the pastor search committee shall consist of at least two (2) members of each gender. This committee shall be nominated by the Nominating Committee and elected by the church body. The pastor search committee shall bring to the consideration of this church only one man at a time. Elections shall be by secret ballot, and 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 this church's request upon recommendation from the deacon body. In the event of termination by the church, the deacon body will also make a Christ-like recommendation for severance. The pastor shall give one week's notice at the time of resignation before terminating his responsibilities as pastor.

B. Church Staff

The church staff calls or employs such staff personnel as the church shall need. A job description shall be written for each person so called. 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 shall be given, unless such notice is dispensed with by mutual consent.

C. Deacon/Yokefellow Ministry

In accordance with the meaning of the word *deacon* and the practice of the New Testament, deacons and yokefellows are to be servants of the church. They are to be zealous to guard the unity of the Spirit within the church in the bonds of peace. They shall serve as a council of advice and conference with the pastor in all matters pertaining to the welfare and work of the church.

1. Responsibilities

With the pastor, the deacons and yokefellows are to consider and formulate plans for constant progress of the church in all things pertaining to the saving of souls, the development of Christians and the extension and growth of the Kingdom of God. It shall be the duty of the deacons and yokefellows to attend the services of the church regularly. The deacons and yokefellows shall also be responsible for the planning and preparation of the bread and cup for the regular observance of the Lord's Supper.

One of the responsibilities of a deacon and a yokefellow is to minister to families. Through regular contact the deacon/yokefellow understands the family and knows their personal needs. He provides prayerful support as well as encouragement to them in time of need and during their spiritual walk. The number of active deacons / yokefellows will be such as can minister to the needs of the church.

The yokefellow ministry is comprised of men who are church members that serve alongside and under the supervision of the active deacon body. Yokefellows help deacons in partnership with the Senior Pastor and Ministry Staff to accomplish the pastoral ministries of the church. A yokefellow is one who demonstrates the following characteristics: desiring for spiritual growth, exhibiting an attitude of humility and teachability, showing servant leadership in the home; caring deeply for and about the future of God's Kingdom, and living lifestyle that reflects well on the Savior and our church.

Yokefellow service shall include mentorship with at least one (1) current deacon which will better prepare yokefellows for long term deacon ministry.

2. Eligibility Requirements

To be eligible to serve as deacon, a man must be at least twenty-two (22) years of age, and a member of this church for a minimum of two (2) years. He must have served as a yokefellow at Woodburn Baptist Church for at least one (1) year, will be thoroughly interviewed by the current deacon body, and must be approved by the church. To be eligible to serve as a yokefellow, a man must be at least twenty-one (21) years of age, a member of Woodburn Baptist Church for a minimum of one (1) year, will be thoroughly interviewed by the current deacon body, and must be approved by the church.

3. Deacon term

Deacons shall serve on a rotating basis with each deacon serving a term of three years. No

deacon shall be eligible for re-election until the lapse of at least one year.

4. Yokefellow Term

A Yokefellow may serve up to three years and then must rotate off and relinquish his families. No Yokefellow shall be eligible for re-election until the lapse of at least one year. After the lapse of one year a man may go through the election process and serve as a yokefellow again. Some men may elect to serve as yokefellows only and never become deacons or at some point decide to become deacons.

5. Deacon / Yokefellow selection process

On the first Sunday in June, a description of the deacon / yokefellow qualifications and duties will be made available to the congregation along with a list of eligible deacon candidates and a list of eligible yokefellow candidates. Church members will have four Sundays to make appropriate nominations in writing.

This same process will take place in other campuses on the first Sunday in June and also the first Sunday in January. These two nomination processes, thorough interviews, and selection of deacons / yokefellows will continue until they reach the desired deacon to family ratio. When this ratio is reached then the process will revert back to the By-Laws stipulation.

The present deacon body will receive nominations and issue to each nominee a deacon / yokefellow qualification questionnaire. Each nominee must complete the questionnaire and return it to indicate their personal fitness and willingness to be considered and to serve.

The current deacon body will conduct a thorough interview with all willing nominees and assemble a slate of candidates for presentation to the church on the first Sunday in August. In the August family meeting, the church will consider this final slate and vote to select new deacons and yokefellows equal to the number of deacons and yokefellows needed at that time. Any deacon chosen to serve for the first time shall be ordained by the church in a special service at the earliest scheduling opportunity.

The new deacon body shall be seated and elect its own officers during the September meeting. During any period in which the church is without a regular pastor, the deacon body shall arrange for a pulpit supply.

D. Moderator

The moderator shall be elected annually, and shall not be the pastor. In the absence of the moderator, the chairman of the deacons shall preside; or in the absence of both, the clerk shall call the church to order and an acting moderator shall be elected. It shall be the duty of the moderator to give notice of all meetings when such notice is necessary.

E. Clerk

The church shall annually elect a clerk. The church-elected clerk shall maintain an accurate

record of the actions of the church. The clerk is responsible for keeping a register of the names of members, with dates of admission or death, together with a record of baptisms. The clerk shall preserve on file all communications and written official reports.

The church may delegate some of the clerical responsibilities to the church administrative assistant. All church records are church property.

F. Treasurer

The church shall elect annually a church treasurer. The treasurer shall be a member of the Budget-Finance Committee. The duties of the treasurer shall be to receive, preserve and payout all monies or things of value paid to or given to the church; keep at all times an itemized account of all receipts and disbursements; pay bills promptly, including monthly remittance of all funds received for denominational and other designated causes; give to the church at each business meeting an itemized report of the receipts and disbursements for the preceding month; give to the church an annual report, showing the total amount of all receipts and disbursements for the year; and deliver to the church clerk the annual account at the end of the year, who shall keep and preserve the account as a part of the permanent records of the church. Upon completion of office, if not re-elected, the treasurer shall deliver to the church all records and accounts pertaining to the duties of this office. The church shall retain the right to have the treasurer's reports audited; consider all records and accounts kept by the treasurer as church property and elect a committee to count all the church offerings.

G. Tellers

Tellers shall be selected annually by the church. The tellers shall secure all church offerings upon collection, perform an official count of receipts, and make the timely bank deposit. Tellers shall provide appropriate documentation for designated funds and deposits as required by the church and its banking institutions. No fewer than two tellers shall ever perform the counting of church collections.

H. Financial Secretary

The Financial Secretary shall be elected annually by the church. The Financial Secretary shall receive the church envelopes after the money has been removed and counted by the tellers and shall also receive the report for electronically submitted tithes and offerings. From these, the Financial Secretary shall give donors individual credit. The Financial Secretary shall keep the records for reference for a period of five (5) years and shall be responsible for preparing and mailing records of contributions to all contributing members at least annually.

I. Church Ushers

Ushers shall be enlisted and led by a head usher selected by the nominating committee and elected by the church. The head usher is responsible for the preparation of a schedule of ushers for the church's public meetings. The ushers are to greet people as they enter and leave the church, seat people at the proper time, provide bulletins and other materials at the time of seating, and collect tithes and offerings. The ushers will be attentive to the needs of the congregation and the pastor.

J. Church Council

The Church Council shall be composed of all elected officers of the church: senior pastor, ministerial staff members, Sunday School Director, and Chairman of the Deacons. In addition, the Church Council shall include the chairpersons of all standing church committees and ministries. The Church Council shall help the congregation to achieve its stated purpose and objectives through ongoing diagnostic, strategic, and hopeful planning. The Church Council shall develop realistic assessments of present church strength, make fundamental decisions as to primary future directions, and recommend strategic objectives that will advance and ensure the long-range effectiveness of the church. The Church Council shall recommend a calendar for church activities for each year. The Church Council may also recommend to the church annual goals and objectives.

K. Trustees

There shall be up to five (5) but no less than two (2) trustees elected annually by the church, who shall hold in trust the property of the church. Each trustee shall serve on a three-year rotation basis and must be a member of this church for a least one year prior to election. As servants of the church they shall have responsibility for the actual care of the place of worship and general charge of the administration and upkeep of the grounds, but shall have no power to buy, sell, mortgage, lease, or transfer any property without a specific vote of the church authorizing such action.

ARTICLE III: COMMITTEES

Section 1. All church committee members shall be selected by the nominating committee and elected by the church unless otherwise indicated. Standing committee members shall serve on a three-year rotation system and must be members of this church for at least one year. No one member shall serve on more than two standing committees and one ad hoc committee. No two members of the same family shall serve on any committee including ad hoc committees.

A. Nominating Committee

The Nominating Committee shall consist of at least six (6) persons, one-third of who will retire each year and who will be replaced upon recommendation by the deacons. Retiring members shall not be eligible for replacement until the expiration of one year.

The Nominating Committee coordinates the staffing of all church leadership positions that are filled by volunteers. The Nominating Committee recommends persons for all volunteer positions to be elected by the church by September 1 of each year. The Nominating Committee shall nominate one person to serve on the Warren Association Executive Board. The nominating committee shall also nominate the members of the functioning committees of the church, and, subject to the approval of the church, may appoint as many committees as are necessary for the efficient discharge of church responsibilities. Subject to approval by the church, the nominating committee will present a list of the duties, obligations and responsibilities of each committee which it is authorized to appoint. These duties and responsibilities will be coordinated by the nominating committee to prevent overlapping of duties.

B. Budget-Finance Committee

The Budget-Finance committee will be nominated by the Nominating Committee and shall consist of six persons, constituted on a rotation system and representing as nearly as possible the organizational areas of the church. Other persons may be called in by the committee in an advisory capacity. This committee shall prepare the annual budget, giving due consideration to the budgetary needs and requests received from each organizational head, or from any committee or other duly-constituted body of the church authorized with the expenditure of any budgetary allocation. These budgetary requests shall include a detailed estimate of the amount needed for receipt and expenditure for the year commencing January 1 of each year and continuing through December 31 of the same year, and such requests shall be in the hands of the Budget-Finance Committee at the time requested by the committee. The committee shall consider all requests and estimates presented and shall prepare from them a detailed expenditure budget. This tentative budget shall be published and available to the church not less than one week prior to its presentation to the church for official action. The Budget-Finance Committee shall otherwise operate under its established policies and procedures.

When necessary, the Budget-Finance Committee shall act in any advisory capacity to those authorized in the expenditure of budgetary allocations in order to safeguard against unnecessary over-expenditure of the budgetary allocations. Each member of the budget-finance committee shall be a worthy example in dedicated stewardship and in full support of the budget of the church.

C. Baptism Committee

The Baptism Committee shall assist the pastor in preparing for the ordinance of baptism. The Baptism Committee is responsible for preparing and caring for the candidates.

D. Personnel Committee

The Personnel Committee will be nominated by the Nominating Committee and shall consist of seven persons, serving on a rotational basis and representing, if possible, the various factions of the congregation.

The Personnel Committee assists the church in matters related to employed personnel administration. Its work includes such areas as staff needs, job descriptions, performance evaluations, supervisory structure and employment. Staff salary and benefit recommendations will originate with the Personnel Committee in accordance with the compensation policies and will be recommended to the Budget/Finance Committee for approval. The Personnel Committee is also responsible for the development and consistent administration of all personnel policies in accordance with all applicable federal, state, and local laws.

E. Recreation Committee

The Recreation Committee shall serve the entire church in seeing that all recreational activities sponsored by the church or any organizational unit are properly planned and that they contribute to the ultimate objectives of the church.

F. Nursery Committee

The Nursery Committee shall coordinate the church's nursery activities. The Nursery Committee will aim to foster good relations between teachers and the parents of the children in the nursery. The committee will see that adequate provisions are made for the children while they are at church. The Director of Children's Ministry will be responsible for preparation of the nursery and welcome center schedules. This committee will work with the preschool committee and the children's committee to ensure that our rooms are safe and clean. The Director of Children's Ministry will make sure adequate background checks are completed for nursery workers.

G. Benevolence Committee

The Benevolence Committee shall have access to funds allocated for benevolent purposes through the budget- such funds being made available, at the discretion of the committee, to persons within or without the membership of the Woodburn Baptist Church, and for purposes as the committee shall deem appropriately for a benevolent nature, and in the framework of the evangelistic mission of this church. Its expenditures shall consist mainly of benevolent assistance in matters of urgency and in a temporary measure. The committee is advised to safeguard the identity of those receiving help for the purpose of avoiding unnecessary embarrassment.

H. Hospitality Committee

The Hospitality Committee shall be responsible for formulating policies of the kitchen and for communicating these policies to church members. The Hospitality Committee will be responsible for planning menus for church-wide fellowship dinners and supervising these functions.

I. Transportation Committee

The Transportation Committee shall be responsible for the ongoing maintenance of the church van and other vehicles owned and operated by the church. The Transportation Committee shall also schedule and coordinate the use of church vehicles by different church groups or individuals.

J. Worship Committee

The Worship Committee shall support and hold accountable the Worship Pastor to achieve the objectives outlined in the Worship Ministry by-law. The Worship Committee shall also be responsible for the preparation and placement of appropriate table arrangements or other enhancements of the church for worship services and special Christian seasons.

K. Missions Committee

The Missions Committee shall coordinate the church's participation in missions and administrate church funds designated for missionary efforts. The Missions Committee will establish and review processes for financial assistance for scholarships for short term mission trips. The purpose of the Missions Committee is to help and encourage members and staff to participate in mission trips and projects.

Church Planting Sub-committee

The church planting sub-committee shall be a part of the missions committee and coordinate the church's participation in the planting of new churches. The church planting sub-committee will oversee the process of recommending church planters and new church plants to the church for approval following the established application and approval process established by the church. The committee shall consist of 6 rotating members and follow the guidelines for all standing committees. The church planting sub-committee membership should include at least one deacon and represent as nearly as possible the different current church plants by incorporating current church planting liasons as needed and other church members. The current missions committee chairperson and senior pastor shall serve as ex-officio members. (Updated November 2015)

L. Children's Committee

The Children's Committee shall ensure that the vision and mission of the children's ministry is upheld and/or modified as needed, foster good relationships between the children, parents, and teachers, assist in the recruitment process of new volunteers, and provide guidance on any other matter as it pertains to the benefit of the Children's Ministry.

M. Youth Council

The Youth Council shall consist of all youth workers, volunteers, Sunday School teachers and designated church members that shall support and advise the Minister of Youth and Young Adults in the planning and carrying out of an effective youth ministry.

N. Preschool Committee

The Preschool Committee shall coordinate the church's preschool activities for children ages 2 - kindergarten. This committee will aim to foster good relations between teachers and the parents of the children in the preschool department. The Preschool Committee will assist with curriculum and supplies as needed by the teachers. Moreover, the committee will work with the Nursery Committee and Children's Committee to ensure that the rooms and equipment therein are safe and clean. The Director of Children's Ministry will be responsible for making sure adequate background checks are completed for preschool workers.

ARTICLE IV: EDUCATIONAL MINISTRIES

Section 1. All organizations of the church shall be under church control with all officers being elected by the church and reporting regularly to the church. Educational materials from the Southern Baptist Convention, Kentucky Baptist Convention, or Warren Association of Baptist shall be used in the regular classes and mission groups of the church. Any alternative literature or curriculum proposal shall be submitted for the approval of the pastor, the deacon body, and the appropriate educational miniseries director.

A. Small Group Ministry

There shall be a Small Group Ministry for the study of God's Word, divided into classes for all ages and under the direction of a general director. The tasks of the Small Group Ministry shall be to teach the biblical revelation; lead in reaching all prospects for the church; lead all church members to worship, witness, learn, and minister daily; and to provide and interpret information regarding the work of the church and the denomination. Upon nomination, regular Small Group leaders must be members of this church for at least one year.

B. Worship Ministry

The Worship Ministry will be under the direction of the Worship Pastor. Any necessary committees or volunteer leader will be added and subtracted at the discretion of the Worship Pastor and the Worship Committee. The objectives of this ministry will be to encourage the growth of congregational and individual worship within the context of this local church congregation. These objectives will be executed within the construct of biblical standards and expectations of our congregation as understood by the Worship Committee. This ministry will: educate in all forms of worshipping arts; foster creativity through any conducive medium of art; use technology with excellence to promote and *never distract from* worship; and will look to the future by preparing the next generation of worship leaders in our congregation.

C. Children's Ministry

There shall be a children's ministry under the direction of the children's committee and Director of Children's Ministries. Such officers and organizations shall be included as needed. The Children's Ministry shall serve first through sixth grade students. The task of this ministry shall center upon the evangelism & discipleship of children. Children, under the guidance of the children's committee and Director of Children's Ministries, shall be vitally incorporated into the life and ministry of the larger congregation.

D. Youth Ministry

There shall be a youth ministry under the direction of the Minister of Youth and Young Adults. Such organization shall be included as needed. The youth ministry shall serve seventh-to-twelfth-grade students. The tasks of the youth ministry shall center upon the evangelism and discipleship of the youth. Adolescents, under the guidance of the Minister of Youth and Young Adults, shall be vitally incorporated into the life, ministry, and vision of the larger congregation.

E. College and Young Adult Ministry

There shall be a College and Young Adult ministry under the direction of the Minister of Youth and Young Adults. Such organizations shall be included as needed. The College and Young ministry shall serve recent high school graduates through singles age 25, college and otherwise. The tasks of the College and Young Adult ministry shall center upon the evangelism and discipleship of college students and young adults. Those under the guidance of the Minister of Youth and Young Adults shall be vitally incorporated into the life, ministry, and vision of the larger congregation.

ARTICLE V: CHURCH MEETINGS

Section 1. Worship Meetings

The church shall meet regularly each Sunday morning and evening for preaching, instruction in evangelism and for the worship of Almighty God; and it shall meet on Wednesday evening for Bible study and prayer. These meetings will be open for the entire membership of the church and for all people and shall be conducted under the direction of the pastor. The Lord's Supper shall be observed at least quarterly, preferably the first Sunday of the quarter at a regular worship meeting, or as otherwise scheduled.

Section 2. Regular Business Meetings

Regular business meetings shall be held monthly on a designated Sunday night. Should there be any unusual business or matter of unusual interest to be brought before such a regular monthly meeting, notice shall be given the membership one week prior to the meeting.

Section 3. Special Business Meetings

A specially-called business meeting may be held to consider unique matters of a significant nature. A one-week notice must be given for the specially-called business meeting.

Section 4. Quorum

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

Section 5. Parliamentary Rules

Robert's Rules of Order (Revised and Updated) is adopted as the authority for parliamentary rules of procedure for all business meetings of the church, the deacons, and the committees.

Section 6. Fiscal Year

The fiscal year of the church shall begin on January 1 and end on December 31.

ARTICLE VI: AMENDMENTS

Section 1. Changes to these Bylaws may be made at any regular business meeting of the church, provided such proposed amendment(s) have been presented in writing at a previous meeting. Copies of the proposed amendment(s) shall be furnished to each member present. Amendments to the Bylaws shall have a concurrence of a majority of the members present. These Bylaws supersede any previous motions passed by this church.

Date Ratified: December 15, 2013

