

**FRANKFORT  
BAPTIST CHURCH**

**CONSTITUTION AND BYLAWS**

Corbin, KY

Also known as Frankfort Missionary Baptist Church

Adopted:

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# **CHURCH CONSTITUTION**

## **PREAMBLE**

This Constitution and 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.

## **ARTICLE I**

### **NAME, LOCATION, AND PURPOSE**

#### **SECTION I-NAME:**

The name of this church shall be Frankfort Baptist Church. It shall be affiliated with the South Union/Mt. Zion Baptist Association, the Kentucky Baptist Convention, and the Southern Baptist Convention.

#### **SECTION II-LOCATION:**

The address of the principal office of this church shall be: 1905 Bee Creek Road, Corbin, KY.

#### **SECTION III-PURPOSE:**

The purposes of Frankfort Baptist Church are:

1. To worship God, who is worthy of all praise and glory.
2. To serve God locally, nationally, and internationally by fulfilling the Great Commission of Jesus Christ as set forth in Matthew 28: 19-20.
3. To minister to the needs of the members and others as the church is able to do so.
4. To do any and all things related to and in connection with the carrying out of the purposes of a New Testament Church.

## **ARTICLE II**

### **CHURCH COVENANT AND ARTICLES OF FAITH**

#### **SECTION I-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 the church, the relief of the poor, and the spread of the gospel through all nations.

We also engage to maintain family and secret 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, destructive drugs or intoxicating drinks as a beverage; to shun pornography; 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.

## **SECTION II-STATEMENT OF FAITH:**

The Holy Bible is the inspired word of God and is the basis of our statement of faith. This Church is committed, as a body of baptized believers in Jesus Christ, to share the good news of salvation to lost mankind. The ordinances of the church are baptism and the Lord's Supper.

Marriage is a biblical institution established by God as described by Scripture. We believe the biblical ideal for marriage is the uniting of one man and one woman in covenant commitment. Accordingly, this church's pastors and staff will not officiate in same-sex unions or same-sex marriages, nor will its property or resources be used for such purposes.

## **SECTION III-ARTICLES OF FAITH**

1. We believe the Holy Bible as 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 true 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.
4. We believe that man was created in the image of God but fell into sin and is therefore, lost. 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 regenerated church membership: that is, persons old enough to understand their need for Jesus Christ, and of their own free will, accepted 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 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 organizations.
11. We subscribe to the Baptist Faith and Message: adopted by the Southern Baptist Convention as our larger statement of faith with scriptural references.

#### **SECTION IV-GOVERNMENT**

The government of Frankfort 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 needs for mutual counsel and cooperation, which are common among Baptist churches. This church will cooperate with and mutually work with South Union/Mt. Zion Baptist Association, Kentucky Baptist Convention, and the Southern Baptist Convention.

#### **SECTION V-NON-PROFIT STATUS**

The Church is organized and shall be operated exclusively for religious, charitable, and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986 as amended, unless any law shall be repressive in scope and/or nature, that it is our duty to democratically oppose it on the basis of the right of free exercise in religious beliefs and peaceable assembly.

#### **SECTION VI-AMENDMENT**

This Constitution and Bylaws may be amended as needed, if proposed amendment is presented at a regular church business meeting, and then circulated to the membership. This Constitution and Bylaws will be formally reviewed at the first quarter of every year. Amendments to this Constitution and Bylaws shall be two-thirds (2/3) vote of members present at the business meeting or present church members who are qualified to vote.

# **ARTICLE III**

## **BYLAWS**

### **SECTION I- CHURCH MEMBERSHIP**

#### **A. QUALIFICATIONS**

Membership of Frankfort Baptist Church shall consist of people having made a profession of their faith in Jesus Christ as Lord and Savior, and who, having been scripturally baptized by immersion, are in agreement with the Articles of Faith.

#### **B. RECEPTION**

Membership in the church may be attained in one of the following manners:

1. By scriptural baptism by immersion after profession of faith in Jesus Christ as personal Lord and Savior.
2. By transfer of church letter from another Baptist church.
3. By a statement of faith of their prior experience of conversion and scriptural baptism by immersion in another evangelical church of like faith and practice.
4. By restoration to the church membership after having been dropped.

#### **C. TERMINATION**

Membership in this church shall be terminated when a member:

1. Requests a letter of transfer to join another Baptist church.
2. Is dropped from the roll of membership when he or she joins another kind of church. A letter of transfer is not necessary.
3. When a member is deceased.
4. Is dismissed by a vote of the church due to reasons and circumstances provided in Section V 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.

#### **D. ORIENTATION OF NEW MEMBERS**

It shall be the responsibility of the pastor to ensure new members are qualified and oriented to the responsibilities contained in the Church Covenant and Articles of Faith.

1. Members in good standing shall have the right to a voice and vote in all church transactions and shall have the right and privilege to full participation in the life and work of the church.
2. It shall be the duty of church members to uphold the Articles of Faith, Constitution, and Bylaws.

## **SECTION II-CHURCH OFFICERS**

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

### **A. THE PASTOR**

1. The qualifications for pastor shall be consistent with those listed in I Timothy 3:1-7. His training, skills, and experiences are needed in this area of leadership.
2. His responsibilities:
  - a. These generally fall into the following areas: preaching, teaching, pastoral counseling, administration, planning, and guiding the church to grow and fulfill its purposes.
  - b. He shall lead the church, the organizations, and all leaders of the church in performing their tasks in worship, proclamation, education, and evangelism.
  - c. The pastor shall be an ex-officio member of all church standing committees, except the Pastor's Selection Committee.
  - d. He shall assist the deacons in securing pulpit supply for times in his absence.
3. Call
  - a. A pastor shall be chosen and called whenever a vacancy occurs.
  - b. A Pastor's Selection Committee shall be appointed by the church to seek out a suitable pastor and this committee's recommendation will serve as a nomination.
  - c. The Pastor's Selection Committee will recommend only one candidate at a time.
  - d. The pastor's election shall take place at a meeting called for that purpose, of which at least one week notice shall be given to the members.
  - e. An affirmative vote of three-fourths (3/4) of those present is necessary for a choice.
4. Terms of Services
  - a. The chosen pastor shall serve until the relationship is terminated by either his request or that of the church.
  - b. There shall be a written mutual contract/agreement made between the pastor and the church.

### **B. CHURCH STAFF**

This church shall employ or call staff as it shall need:

1. Staff members other than that of the pastor shall be recommended for employment by an elected personnel committee.
2. A written job description and mutual contract/agreement will be prepared when the need for church staff is determined.
3. Pastor and deacon board will decide all personnel needs and job descriptions.

### **C. DEACONS**

1. Number, term of office



There shall be five (5) deacons for the first 100 resident members and one (1) for each additional fifty (50) portion thereof. Deacons shall be elected for a term of services of three (3) years or longer term of service as voted upon by the deacon board and then brought before the church at regular business meeting to be voted on if needed.

## 2. Qualifications

- a. A church deacon must meet the qualifications listed in 1 Timothy 3: 8-13.
- b. A deacon shall demonstrate an exemplary Christian testimony in private, family, and public life; a committed Christian elder and partner of the pastor; and a supporter and promoter of the church faith, practice, programs, and ministries.

## 3. Election

- a. When a deacon vacancy occurs, the chairman of the deacons shall announce that an election of a deacon shall be held during a named church business meeting.
- b. The deacons will enlist active men to be recommended to the church. The duties, qualifications, and importance of the office of a deacon will be interpreted to the candidates and shared with the church prior to the scheduled election of deacons.

## 4. Ordination

- a. Selection, election, and ordination of deacons is a privilege of the local church.
- b. When ordination of deacons is planned by the church, it shall authorize the pastor to assemble a council to examine the candidates concerning their qualifications to serve as deacons.
- c. The council directed to examine the deacons shall be composed of the pastor, invited ordained pastors in the local association, and deacons of sister Baptist churches.
- d. When the council recommends the ordination of deacons, the ordination service shall be scheduled and led by the pastor.

## 5. Duties

- a. Elected deacons shall elect the chairman of their committee.
- b. Deacons serve in a ministry of encouragement and counsel for the pastor concerning the progress and welfare of the church.
- c. Assist the pastor in ministering to the members by implementing a deacon ministry plan.
- d. Seek to solve any fellowship problem of the church.
- e. Assist the pastor in administering the church ordinances.
- f. Serve as church membership committee.
- g. 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.
- h. They shall, in cooperation with the pastor, disburse any benevolence funds.

## **D. MODERATOR**

1. The church moderator may be the pastor, or a lay leader elected to this position.
2. The moderator shall preside at all regular and called business meetings of the church.
3. In the absence of the moderator, the chairman of deacons shall preside over the regular and called business meetings of the church.

4. In the absence of the moderator and the chairman of deacons, the church clerk shall call the church to order and an acting moderator will be elected.

#### **E. SECRETARY/TREASURER**

1. The positions of secretary and treasurer may be carried separately or in a combined position if the elected member chooses to hold both positions.
2. Election
  - a. When a vacancy occurs or when the current secretary treasurer wishes to leave the position, they must announce their resignation at a scheduled church meeting. They will maintain the position until a replacement is found, or unless otherwise requested by the church. A vote for nominees will be conducted at the next scheduled church meeting.
3. Job Description-Secretary
  - a. The church secretary shall be elected and be responsible for keeping an accurate record of all business meeting transactions of the church and preparing the annual report to the association.
  - b. They shall keep a register of the names and addresses of the church members, with dates of admission, dismissal, dedication of children, and deaths of members of the church family.
  - c. They shall issue letters of dismissal voted by the church and write letters of transfer of membership, prepare written reports of the church, and keep an accurate history of the church.
4. Job Description-Treasurer
  - a. The church treasurer shall be elected as the custodian of all moneys of the church's general and building accounts, and shall disburse these moneys by checks as authorized by the church.
  - b. They shall keep, at all times, an itemized account of all receipts and disbursements and shall render a monthly written report of this account to the church, presented quarterly at scheduled business meeting.
  - c. They shall meet with the church's accountant quarterly to complete taxes.
  - d. They shall negotiate with repair services for the church and building as need arises.
  - e. They shall deposit the offering from Sunday services on a weekly basis.
  - f. The church's checkbook must be balanced at the end of each month.
  - g. Monthly bills are to be paid by the due date and discrepancies in bills must be addressed as needed.
  - h. Church staff must be paid in a timely manner. The preacher being paid weekly. The secretary treasurer, custodian and all other services being paid monthly.
  - i. They shall properly credit each contributor and their offerings.
  - j. They shall be responsible for preparing and mailing a quarterly or annual record of contribution to donors.
5. Checks and Balances of The Offering

- a. The secretary treasurer, and two (2) ushers shall be responsible for seeing that the offerings are properly received, counted, and deposited in the church's bank account.
6. The secretary treasurer may be terminated after discussion at regular business meeting if they are unable to complete all job requirements in a timely manner, or if they are found to be misusing funds.

**F. DEACONS/BUILDING COMMITTEE**

1. At least three (3) deacons may be elected by the church to hold in trust the property of the church.
2. 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.
3. It shall be the function of the deacons 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 deacons for, and on behalf, of the church.

**G. VACANCIES**

In case of vacancy in any office, except that of the pastor and staff members, the vacancy shall be filled by the church at a regular or special meeting as soon as possible after such vacancy has occurred.

**SECTION III-CHURCH COMMITTEES**

Church committees shall be formed as needed for successfully accomplishing the mission and purpose of the church. Church committee members shall be elected by the church from nominations from the floor with the consent of the nominee. All committees shall have a minimum of five (5) members with a chairperson. Any committee member elected to fill any vacancy shall serve the unexpired term of the position vacated. Once the committee has completed their purpose, the committee will dissolve. If the committee needs to be reformed for revisions, or due to new business, the committee will be voted to be reformed at the next scheduled business meeting. All committees shall prepare a written minute's report of their meetings, which shall be surrendered to the secretary to be filed as a permanent record of the work of the church.

**SECTION IV-CHURCH MEETINGS**

**A. REGULAR BUSINESS MEETINGS**

Regular business meetings shall be held quarterly after Sunday church service. Should there be any unusual meeting or matter of unusual interest to be brought before such regular meeting, notice shall be given to the membership one week prior to that meeting.

**B. SPECIAL BUSINESS MEETINGS**

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 special called business meeting.

### **C. QUORUM**

The quorum consists of those who attend the business meeting, provided it is a stated meeting or one that has been properly called. Quorum for all meetings at Frankfort Baptist Church will consist of fifty percent (50%) plus one (1) in order to begin the meeting.

### **D. PARLIAMENTARY RULES**

*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.

## **SECTION V-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 relationship, 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 his repentance and reformation; or if an account of continued absence, upon satisfactory explanation.

## **SECTION VI-CHURCH PROPERTY USE**

### **A. PURPOSE**

These Bylaws establish guidelines for the use of church property by external parties to ensure the protection of the church's interests and assets.

### **B. GENERAL PROVISIONS**

1. All requests for the use of church property must be submitted in writing using the approved form and then approved by the Building Committee.
2. Church events take precedence over external events. External events must be scheduled at least 30 days in advance.
3. To host an external event and to fill out the approved form, the person must be a member in good standing with the church.
4. Once the form is given to the committee, the vote for approval or denial will take place. One (1) committee member is needed for an approval, for a denial all members must agree and explaining reasonings for the rejection of the form.

5. If an external event has been approved and an emergent cause of the church arises (such as a bereavement dinner), the church has the right to cancel the external event at any time. The external event may be accommodated to an alternate location of the church in order to better meet needs of both events.

### **C. USAGE GUIDELINES**

1. The church property may be used by members in good standing for events such as meetings, weddings, educational seminars, and other activities deemed appropriate by the Building Committee that are in accordance with the Church Covenant and Bylaws.
2. The church property may not be used for activities that conflict with the church's mission and values, including but not limited to: political rallies, commercial sales, or events involving alcohol or illegal substances.
3. The Building Committee may require external users to provide security personnel for large events or events deemed to have higher risk factors.

### **D. RESPONSIBILITIES OF USERS**

1. Hosts of external events must comply with all local, state, and federal laws and regulations.
2. Hosts of external events are responsible for the care and maintenance of the property during their event. Any damage or loss incurred will be the responsibility of the host.
3. Hosts of external events must ensure that the property is cleaned and restored to its original condition immediately following the event, as deemed on the checklist of the approved form.

### **E. INDEMNIFICATION**

Hosts of external events agree to indemnify and hold harmless the church, its officers, and members from any claims, damages, losses, or expenses arising from the use of the property.

### **F. TERMINATION OF USE**

The church reserves the right to terminate the use of its property at any time if the user violates any terms of these Bylaws or if the event poses a threat to the safety, health, or welfare of the church or its members.

## **ADOPTION**

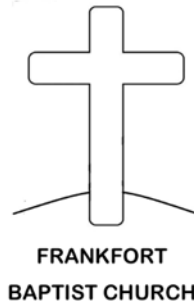
This Constitution and Bylaws was adopted by a two-thirds (2/3) majority vote of the members present at the Bylaws Committee, and by voting at a regular business meeting of the church in which a quorum was present.

This Constitution and Bylaws supersedes any other Constitution and Bylaws of Frankfort Baptist Church.

Date: \_\_\_\_\_

Bylaw Committee Signatures:

# Frankfort Baptist Church Property Usage Form



## 1. Applicant Information

- Name: \_\_\_\_\_
- Phone Number: \_\_\_\_\_

## 2. Event Details

- Reason for Event or Name of Event:  
\_\_\_\_\_
- Date of Event: \_\_\_\_\_
- Start/End Time: \_\_\_\_\_

3. Number of Attendees Estimated: \_\_\_\_\_

## 4. Insurance and Liability

- Please note insurance provider and policy number if applicable to  
your event: \_\_\_\_\_

## 5. Terms and Conditions

By signing below, you agree to abide by the church's policies and procedures regarding the use of its property, including but not limited to:

- No alcohol or smoking on the premises.
- All areas must be cleaned and restored to their original condition as deemed by the checklist provided.
- Any damages incurred will be the responsibility of the church member signing this usage form.
- Compliance with all local regulation and safety requirements.
- Hosts of external events agree to indemnify and hold harmless the church, its officers, and members from any claims, damages, losses, bodily harm, or expenses arising from the use of the property.
- Any church function takes precedence over external planned events. If an emergent situation occurs, such as a bereavement dinner, your event can be moved to an alternate location of the church, or canceled at church discretion per the Building Committee.

Applicant's Signature \_\_\_\_\_

Date: \_\_\_\_\_

Church Approval Signature \_\_\_\_\_

Date: \_\_\_\_\_





## Frankfort Baptist Church Seekers Enrollment and Consent Form 2025-2026

Student Name:	
Address:	
Street:	City:
	Zip Code:
Age:	Date of Birth:
School Attending:	Grade:
Allergies (Including medications):	
Medical Conditions:	
Name of Parent(s)/Legal Guardian (with whom student lives):	
Name of Emergency Contact and Phone Number:	
List Names and Driver's License Number for all who you give permission to pick your child up:	

By signing below, I have read, understood, and consent to all parts of this consent and liability release form. I understand Frankfort Baptist Church is not held responsible for any accidents that may occur while my child is participating in The Seekers program or activities. In the event an accident should happen, I give Seekers Leaders of Frankfort Baptist Church permission to administer first aid immediately and seek medical treatment if I, as the parent/legal guardian, cannot be located. I agree to pay all costs and expenses incurred in connection with such medical services rendered to my child pursuant to this authorization.

I give my permission for my child to ride in any vehicle designated by Seekers Leaders in whose care the minor has been entrusted while participating in activities sponsored by Frankfort Baptist Church. I give my permission for my child to be photographed and or videoed while participating in Frankfort Baptist Church's Seekers Program. I understand these photos and or videos may be published on Frankfort Baptist Church's Facebook page and/or the church's website.

<b>Print</b> Name Parent/Legal Guardian:
<b>Signature</b> Parent/Legal Guardian:
<b>Date:</b>