

LIBERTY CENTER BAPTIST CHURCH
CONSTITUTION AND BYLAWS 2018 REVISION PROPOSED
December 10, 2017

Passed 22-0
1-14-18

OVERVIEW

1. Church Name, Purpose, Affiliation, Current Vision and Core Values Statements

- A. The name of this local church body shall be called the Liberty Center Baptist Church.
- B. The official church address is 3071 W. Cherry St., Liberty Center, IN 46766
- C. The purpose of this local church body shall be the preaching and teaching of the inspired Word of God, the administration of the ordinances of the New Testament; namely the Lord's Supper and Baptism by immersion, seeking the conversion of the unsaved, the spiritual development and formation of its own members, helpful and serving Liberty Center, and the spread of the Gospel throughout our world.
- D. Liberty Center Baptist Church shall be affiliated with the American Baptist Churches, USA; the Associations ABC-IN/KY Region, and the Salamonie Baptist Convention. See Appendix D.
- E. We, therefore, band ourselves together as a body of baptized (immersed) believers in Jesus Christ and adopt for our government, plan of worship and service in the following paragraphs.
- F. Our Vision is to become a place where people matter and lives are changed by Jesus Christ.
- G. Our Core Values are: (1) Every soul has a name; (2) Educate yourself by regular reading and study of God's Word; (3) Encourage one another in the faith of Jesus Christ through prayer; (4) Elevate Jesus Christ in Worship; (5) Engage our community with the Gospel of Jesus Christ; (6) Equip our local body in doing ministry; (7) Empowered by the Holy spirit to minister and serve; (8) Excellence in Christian Service – Act on what we know.
- H. As needed, this local church building is a shelter in case of emergency or extreme weather.

2. Preamble

Reposing our faith wholly in the Lord Jesus Christ for our salvation, and believing in the teachings and practices of the American Baptists, and in those distinctive principles for which they have ever stood, namely:

- A. The preeminence (superiority) of Christ as our divine Lord and Savior;
- B. The supreme authority of the Bible and its sufficiency as our only rule of faith and practice;
- C. The right of private interpretation and the competency of the individual soul in direct approach to God;
- D. The absolute separation of Church and State;
- E. A regenerate (born again) church membership;
- F. The beautiful symbolic ordinance of believer's baptism in obedience to the command of Christ;
- G. The complete independence of the local church and its interdependence in associated fellowship with other American Baptist churches;
- H. The solemn obligation of majority rule, guaranteeing equal rights to all and special privilege to none;
- I. The spiritual unity of all believers, for which the Master so earnestly prayed;
- J. A world-wide program of missionary fervor and evangelism in obedience to the final command of Jesus;

3. What We Believe: Our Statement of Faith

A. The Authority of the Bible

The sixty-six books of the Old and New Testaments are the verbally inspired Word of God, they are without error in the original writings, and they are the complete and final revelation of God. ([Matthew 5:18](#); [John 17:17](#); [II Timothy 3:16-17](#); [II Peter 1:19-21](#); [Revelation 22:18-19](#))

B. The Trinity of God

There is only one God, eternally existing in three persons: Father, Son, and Holy Spirit, Who are co-equal in their essential nature, attributes, and perfection; and each of whom is to be honored and worshiped as God. ([Genesis 1:1](#); [Deuteronomy 6:4](#); [Psalm 18:30-31](#), [147:5](#); [Matthew 28:19](#); [Mark 12:29](#); [Luke 3:22](#); [John 4:24](#), [5:23](#), [10:30](#), [14:9](#); [Acts 5:3-4](#); [II Corinthians 13:14](#); [Hebrews 1:1-3](#))

C. The Person of Jesus Christ

Jesus Christ is God the Son, the promised Messiah, conceived in the flesh by the Holy Spirit, born of a virgin, true God and true man, without sin, and the only mediator between God and Man. ([Isaiah 7:14](#), [9:6-7](#); [Matthew 1:18-25](#); [Mark 14:61-62](#); [John 1:1-3](#), [14](#), [29](#), [5:18](#), [8:58](#), [10:30](#); [II Corinthians 5:21](#); [Philippians 2:5-11](#); [Colossians 2:9](#); [I Timothy 2:5](#); [Hebrews 1:2-9](#), [2:14-15](#); [I John 5:20](#))

D. The Work of Jesus Christ

Jesus Christ, through His death on the cross, paid for all sin, completely satisfied the righteous wrath of God against sin, and provided redemption and forgiveness for all who believe. After His death, Jesus Christ arose bodily from the dead, was seen by many during a period of forty days, and then ascended into Heaven where He is seated at the right hand of God as our Advocate and High Priest, from which place He will someday return to establish His Kingdom on

earth. ([Isaiah 53:5-6](#); [Luke 24:36-43](#); [John 1:18, 3:16, 20:25-28](#); [Acts 1:6-11](#); [Romans 3:21-26](#); [I Corinthians 15:3-8, 20-23](#); [Galatians 3:13](#); [Colossians 1:13-14](#); [I Thessalonians 4:13-18](#); [Titus 2:13](#); [I Peter 1:18-19, 2:24](#); [I John 2:1-2](#); [Revelation 20:6](#))

E. The Ministry of the Holy Spirit

The Holy Spirit is that Person of the Triune Godhead who convicts men of sin, causes spiritual birth, indwells, seals, sanctifies, guides, equips, teaches, and fills the believer, thus enabling him to walk in obedience to God and His Word. ([John 3:5, 14:16-17, 26, 15:26-27, 16:7-15](#); [Acts 1:8, 5:3-4](#); [Romans 8:9, 14](#); [I Corinthians 2:10-11, 6:11, 19, 12:4-13](#); [II Corinthians 3:18](#); [Galatians 5:16-18, 22-23](#); [Ephesians 1:13-14, 4:30, 5:18-21](#))

F. The Creation and Fall of Man

Man was created by God in His own image and is not the product of evolution; he fell into sin through personal disobedience to the revealed will of God; and as a result, all mankind is sinful in nature and practice, is unable to save himself, and faces eternal separation from God. ([Genesis 1:26-28, 2:7, 18-24, 3:1-24, 9:6](#); [Matthew 19:4](#); [Mark 7:21-23](#); [John 8:42-44](#); [Romans 1:18, 3:10, 23, 5:1](#); [Ephesians 2:1-3](#))

G. The Salvation of Man

Eternal salvation from sin, death and hell is the free gift of God's grace, and is based solely upon man's personal faith and belief in Jesus Christ. He voluntarily died as a substitutionary sacrifice for our sins and arose bodily from the dead, thus guaranteeing our own resurrection to eternal life. This salvation is not received by, nor based on, any sacrament, merit, or good work on our part. This one who receives Christ's salvation is eternally secure. ([John 1:11-13, 3:16, 5:24, 10:28-30, 14:6](#); [Acts 16:31](#); [Romans 3:23-26, 5:8, 6:23, 10:9-10](#); [Ephesians 2:8-10](#); [Titus 3:5](#); [Hebrews 7:24-25](#); [I Peter 1:18-19](#); [I John 5:11-13](#))

H. The Destiny of Man

At death, the redeemed pass immediately into the presence of Christ and there remain in joyful fellowship until their bodily resurrection unto life. The unsaved at death descend immediately into Hades where they are kept under punishment until their bodily resurrection resulting in damnation. ([Daniel 12:2](#); [Luke 16:22-23, 23:43](#); [II Corinthians 5:8](#); [Philippians 3:10, 11, 21](#); [Revelation 20:11-15](#))

I. The Nature and Organization of the Church

All who have placed their faith in Christ are united together immediately by the Holy Spirit in one spiritual body, the church, of which Christ is the Head. In addition, the members of this one spiritual body are directed to associate themselves together in local churches. ([Matthew 16:18](#); [Acts 2:46-47](#); [I Corinthians 12:13](#); [Ephesians 1:22-23](#); [Colossians 1:18](#); [Hebrews 10:25](#))

These local independent churches have been given the needed authority and scriptural guidelines for administering that order, discipline, and worship which Christ, the sovereign head, had appointed. The biblically designed officers serving under Christ and over the church are pastors and deacons. ([Acts 6:1-6](#); [I Corinthians 14:40](#); [Ephesians 4:11-12](#); [I Timothy 3:1-13](#); [Titus 1:5-9](#); [I Peter 5:1-5](#))

J. The Ordinances of the Church

Two ordinances have been committed to the local church: baptism and the Lord's Supper. Christian baptism is the immersion of a believer in water in the name of the triune God. This

ordinance, being a command of Christ, is recognized as a prerequisite for membership in the local church. Likewise, the Lord's Supper was instituted by Christ for commemoration of His atoning death. These two ordinances are to be observed until the return of the Lord Jesus Christ. ([Matthew 28:16-20](#); [Luke 22:19-20](#); [Acts 2:41](#), [10:47-48](#); [I Corinthians 11:23-29](#))

K. Future Events

One of the coming great events in the fulfillment of prophecy concerning the church is the personal, bodily return of the Lord to remove from the earth His waiting church and to reward them according to their works. ([John 14:2-3](#); [Romans 14:10-12](#); [I Corinthians 3:11-15](#), [15:51-53](#), [II Corinthians 5:10](#); [I Thessalonians 4:15-17](#); [Titus 2:11-13](#); [Revelation 3:10](#))

Another event yet to come is the seven year period of tribulation during which the judgements of God will be poured out upon the unbelieving world. These judgements will climax with the return of Christ in glory to the earth. He will destroy His enemies and restore Israel to her land. ([Daniel 9:27](#), [12:1](#); [Jeremiah 30:7](#); [Matthew 24:15-31](#), [25:31-46](#); [II Thessalonians 2:7-12](#); [Revelation 16:1-19](#), [21](#), [19:1-21](#))

Christ will then establish His thousand-year kingdom in which the saints will reign with Him over Israel and all the nations of the earth. ([Deuteronomy 30:1-10](#); [Isaiah 11:1-16](#), [65:17-25](#); [Ezekiel 37:21-28](#); [Revelation 19:11](#), [20:1-6](#))

At the close of the thousand year reign the unsaved dead will be raised and committed to eternal punishment and the saved will enter the eternal state of glory with God. ([Mark 9:43-48](#); [I Corinthians 15:24-28](#); [II Thessalonians 1:9](#); [II Peter 3:10-13](#); [Revelation 20:11-15](#), [21:1-4](#), [22:5](#), [11](#))

4. Membership

- A. New converts, if they so desire, will become members of this congregation upon profession of faith and baptism by immersion and will be extended the hand of fellowship. Those becoming members of this congregation by transfer of letter or relation of previous Christian experience and baptism are to be received by vote of the congregation. Each new member should participate in an orientation class conducted under the care of the Board of Christian Education and Pastor.
- B. Membership in this church shall be moved by letter of transfer. Members having unchristian conduct can be terminated by majority of the members present and voting in a business meeting. Matters regarding inactive members or unchristian conduct shall be considered by the church only upon the recommendation of the Pastor and the Board of Deacons.

5. Pastor

- A. When it is necessary to call a Pastor, the church shall select a representative pulpit committee of seven (7) members. It shall be the duty of this committee to take necessary steps to secure a Pastor.
- B. The Pastor shall be called by ballot at a special or regular meeting of the church members. Two-thirds of the ballots cast shall be necessary for selection.
- C. Upon acceptance of the call, the Pastor may serve until sixty (60) days after a resignation has been voluntarily presented to the church. During this period the church shall have the privilege of bringing candidates to the pulpit if so desired. In the event the church shall ask for the Pastor's resignation, this action shall require a majority of the voting members present, and shall be given two months' salary, and relation with the church shall cease immediately.
- D. The Pastor will be given an annual vacation of fifteen (15) days, including three (3) Sunday's, with pay. Should the Pastor be absent, other than on vacation, the Pastor shall, upon consultation with the Board of Deacons, provide for pulpit supply.
- E. The Pastor shall be consulting head for all the executive and administrative interests of the church, and shall be a non-voting member of all committees unless specifically named by the church or by the committee.
- F. A vote of confidence for the Pastor shall be taken at the December business meeting.

6. Board of Officers

- A. Officers of this church shall be elected at the December business meeting for a term of one year unless otherwise specified.
- B. The personnel committee shall propose a verified slate of nominees for approval.
- C. Additional nominations shall be allowed from the floor at the time of the election.
- D. Proposed slate of nominees shall be displayed by 2nd Sunday of November.
- E. Job descriptions for officers can be found in Appendix A.

7. Standing Committees

- A. The standing committees of the church will be elected at the December meeting unless otherwise provided.
- B. Job descriptions for standing committees can be found in Appendix B.

8. Church Meetings

- A. The rules contained in Roberts Rules of Order, Revised, shall govern the church meeting in all cases to which they are applicable and in which they are not inconsistent with the rule of this constitution.
- B. This church shall hold public worship services every Sunday Morning. This church may also have Sunday Night and Wednesday Night as needed. The Deacons and Pastor may cancel or change any of these services as they feel necessary. Other services may be held as the Deacons and Pastor recommend.
- C. The church shall observe the ordinance of the Lord's Supper on the first Sunday of each Month and at other times that may be deemed appropriate unless determined otherwise. At this service the Pastor and/or Deacons shall preside as the sacrament ministers.
- D. The Quarterly Business Meeting of the church shall be held on the first Sunday of each quarter after the morning worship service unless determined otherwise.
- E. When ballots are used they shall be counted, results recorded, then destroyed.
- F. The Church shall hold its annual meeting on the second Sunday in January, at which all officers and committees shall submit written reports of their activities for the past year.
- G. Special business meetings may be called by the Pastor or chairman of the Board of Deacons or Trustees. The meeting is to be announced at one or more regular services of the church.

9. Quorum

- A. A quorum for the transaction of church business shall be twenty (20) voting members, except at the December business meeting, which is the time for the annual election, when the quorum shall be fifty (50) voting members present. A motion may be presented to have the meeting or suspend the meeting. A qualified voter shall be at least fourteen (14) years of age and present at the meeting. When voting on the purchase or sale or mortgaging of church property, legal age shall be required.

10. Licensing and Ordaining

- A. Any member who in the judgment of the church gives satisfactory evidence that they are called to the work of the Gospel Ministry, after having preached in the hearing of the church, may be licensed to preach, provided the majority of the members of the church present at a regular business meeting agree.
- B. Upon a request for the ordination of any of its licensed preachers, the church shall call a council of representative laymen and Pastors of the Salamonie Baptist Associations and

the Area Resource Minister of the American Baptist Church - IN/KY for the purpose of examining said candidate. A candidate for ordination shall be ordained by the church only after having received the approval of the council called for that purpose.

11. Amendments

- A. The number of required members for each board and committees stated within this constitution shall be maintained until such time the congregational numbers drop below the point qualified individuals are no longer available to fill all positions. At that time the personnel committee may allow that position to go unfilled for the current term or until a qualified member becomes available.
- B. This constitution may be amended at a regular business meeting by a majority vote of all voting members present; provided a two week notice has been given in writing and by announcement at two regular preaching services of the church.

12. Church Covenant

- A. Our church covenant can be found in Appendix C.

13. Glossary of Terms and Abbreviations

American Baptist Church— a Baptist Christian denomination within the United States.

Preeminence – Fact of surpassing all others; superiority (Colossians 1:18; Hebrews 1:1-3).

Regenerate—Those who are dead spiritually reborn; Born again (John 3:3; Titus 3:5).

Immersed – To dip or submerge; one who takes the plunge in baptism (Romans 6:1-11).

Ordinance—Specific acts of worship commanded by God including the sacraments.

Active Member – A person who participates in the life, purpose, and ministry of LCBC – including but not limited to attending spiritual formation / discipleship classes, worship services and tithing to this local church.

Inactive Member –A person who does not participate in the life, purpose, and ministry of LCBC – including but not limited to attending spiritual formation / discipleship classes, worship services and tithing to this local church.

Unchristian Conduct – Actions or activity not in harmony with the Scriptures or God's Spirit.

14. Appendix A – Church Officer Job Descriptions

DEACON OFFICERS—The Board of Deacons shall consist of four (4) elected members or ten percent (10%) of the adult membership elected annually. New member(s) may be added each year. A new member term is for two (2) years. They shall elect a chairman. They along with the Pastor and Deaconesses shall be responsible for the spiritual well-being of the congregation and the overall benevolence of the church including the Reaching-Out Fund. The chairman of the Deacons may call a meeting of the board with the exception of the Pastor when considering the relationship of Pastor and church. The Deacons are responsible along with the Deaconesses, Pastor and Clerk for reviewing the membership roll. Deacons are also responsible for representing the church at funerals and funeral dinners held at the church and assist where needed. The Board of Deacons shall have regular business meetings. The chairman shall be responsible for assigning representation of the Deacons on various committees as required. In the event the Pastor is gone or unable to serve, the Deacons will carry out and/or perform Pastoral duties.

DEACONESS OFFICERS - The Board of Deaconesses shall consist of four (4) elected members or ten percent of the adult membership elected annually. New member(s) may be added each year. A new member term is for two years. They shall elect a chairman. They along with the Pastor and Deacons shall be responsible for the spiritual well-being of the congregation and the overall benevolence of the church including the Reaching-Out Fund. The Deaconesses are responsible along with the Deacons, Pastor and Clerk for reviewing the membership roll. Deaconesses are also responsible for representing the church at funerals held at the church and assist where needed. They will ensure a condolence gift/flower and/or other gifts that are sent by the church. The Deaconess Officers are responsible for preparing the sacraments for communion as required. The Board of Deaconesses shall have regular business meetings. The chairman shall be responsible for assigning representation of the Deaconesses on various committees as required.

TRUSTEES – This committee will consist of six (6) Trustees two (2) being elected annually, to serve a period of three (3) years. This committee shall elect a Chairman annually that is a member of the Liberty Center Baptist Church. The Trustees shall oversee all church property to include the church building, parsonage, any structures established on the church property, and all grounds to include yards, driveways, parking lots and landscaping. They shall ensure all church owned installed equipment is maintained and operational, striving to keep updated to the latest standards and codes. The Chairman shall coordinate all safety inspections of the church for the life safety equipment and devices and for handicapped accessible equipment and devices. The Chairman shall ensure of a snow removal plan for the winter months for

weekly and weekend functions for the church roads, parking lots, and sidewalks. The Trustees shall act as an inspector for the church parsonage and coordinate repairs in a timely matter per approved budget. The Chairman will work closely with the Head Finance Officer to ensure quarterly spending is within quarterly budgeting. The Trustees shall be responsible for creating and maintaining a documented evacuation plan. Implementation and training of the parishioners is the responsibility of the Trustees. The Trustees will coordinate a spring and fall, all church clean-up day. The Trustees will be authorized to employ a custodian, or anyone else deemed necessary to accomplish these matters and supervise those people. An annual evaluation shall be conducted for this person or persons. The Chairman may enlist additional assistants to help to accomplish these responsibilities as needed.

USHER/GREETERS – This committee shall consist of ten (10) Usher/Greeters, five (5) being elected to a term of two (2) years annually. The Usher/Greeters shall elect a Chairman. It shall be the Chairman's responsibility to see that a schedule of ushers and greeters is created and maintained. The Chairman is also responsible to see that all Usher/Greeters are fully trained. Training shall take place during the first month after election for newly elected people. The Usher/Greeters shall be responsible for assisting in the collection of the church offerings and an authorized representative will present the offerings to the Financial Secretary. The Usher/Greeters duties shall also include door greeting, assisting in seating and directing parishioners or guests, having knowledge of age appropriate church resources and programs available and have knowledge of congregational evacuation responsibilities. Annual training shall include but is not limited to stairway chair lifts and the automatic door openers for assisting mobile challenged individuals, church resources for physically challenged individuals, church locations for age appropriate programs, greeting people and congregational evacuation of the building. The Chairman may enlist additional assistants to help to accomplish these responsibilities as needed.

MODERATOR – One (1) Moderator shall be elected annually. The Moderator shall plan, coordinate, and lead church business meetings. It shall be the responsibility of the Moderator to oversee any coordination for forming any church committee needed to accomplish church business or activities. The Moderator shall also oversee the coordination for dissolving any church committee no longer needed to accomplish church business or activities. The Moderator shall ensure all voting persons are of age and are a member of the Liberty Center Baptist Church. The Moderator will not be a voting party, unless the vote is casted by ballot type. Moderator shall also coordinate and ensure all church financial accounts are audited by a non-financial affiliation to Liberty Center Baptist Church. The Moderator may enlist additional people to help accomplish these responsibilities.

CLERK – One (1) Clerk shall be elected annually. The Clerk shall be responsible to keep a record of all proceedings of the church including the quarterly business meetings. The minutes of these proceedings shall be made available to all members in a timely manner. The Clerk shall be custodian of all documents current and of historical value for the church. It is the responsibility of the Clerk to keep an accurate record of membership, baptisms, births and deaths within the church. The Clerk shall be responsible for transferring memberships as requested. It shall also be the responsibility of the Clerk to meet annually with the Deacons, Deaconesses and Pastor to review the membership list. Annually a report of committee activities shall be created and presented to the congregation. The Clerk shall gather the financial information annually from the Pastor and Treasurer and prepare the annual report for the American Baptist Church Association. The Clerk shall retain copies of procedures being used by any committee. The Clerk shall insure that a back-up copy of the membership list, or any other electronic document is also kept off site including historical documents. The Clerk may enlist additional assistants to help to accomplish these responsibilities as needed.

TREASURER – One (1) member shall be elected as Treasurer to serve a term of three (3) years. The Treasurer shall work closely with the Finance Officers and the Financial Secretary. The Treasurer shall keep a systematic account of all funds. The Treasurer is responsible for paying from the general fund and then recording the transaction into the appropriate category as determined by the Finance Officers. These categories are the current expense, missionary, benevolent and building fund. The report of these activities shall be presented at each business meeting. The Treasurer is also responsible for filing the state Entity Report. There is a fee associated with the report that will also be the responsibility of the Treasurer to pay. The Treasurer may enlist additional assistants to help to accomplish these responsibilities as needed.

SUNDAY SCHOOL SECRETARY – One (1) member shall be elected annually. The responsibilities are to collect and record attendance in each Sunday School class and all attending worship service, keep the attendance board updated, and ring the church bell and procure any office supplies needed to keep the office stocked for everyone. This position may enlist additional assistants to help to accomplish these responsibilities as needed.

BOARD OF CHRISTIAN EDUCATION The Board of Christian Education shall consist of three (3) elected members. Electing one (1) member each year to serve a term of three (3) years. The board shall elect a chairman. The responsibilities of the board is to 1) enlist and train members of the church for the Sunday School and other educational activity, 2) approve all regular and assistant teachers who will serve in the adult and children's Sunday School, and the nursery, 3) study all curriculum and equipment used for education within the church and purchase or approve purchases of learning aids as requested by teachers, 4) appoint members to the Bible School program, 5) provide support to the Sunday School teachers and nursery staff, 6) approve

an orientation curriculum for new members. All aspects of Christian education and the nursery shall be the responsibility of the Board of Christian Education. The board may also include a representative from the Audio/Visual committee. The board may enlist additional assistants to help to accomplish their responsibilities as they need. All Sunday school teachers are encouraged to attend and participate in the Christian Education Board meetings.

FINANCIAL SECRETARY - The Financial Secretary, or the assistant and/or the deacons, shall receive, count and bank all money contributed for church, benevolent purposes and building fund. They shall keep record of individual's gifts, including memorials, and send notification to both the donor and the family of the person in whose honor it was given. They shall make a report of money handled whenever requested by the church.

FINANCE COMMITTEE - The Finance Committee shall consist of the chairman from each of these Boards; Deacons, Deaconess, Trustees, the Church treasurer, the Financial Secretary and three members elected each year. It shall be the duty of this committee to recommend to the church at its annual meeting a proposed budget of anticipated expenditures covering all the regular work of the method of enlistment of giving to meet these expenditures.

AUDITING COMMITTEE - To the Auditing Committee of three (3) members shall be submitted the annual books of the Church Treasurer, Financial Secretary, Trustee's Fund, Building Fund, Reaching Out Fund, and its approval shall be essential to the acceptance of such reports by the church. The report of the committee shall cover the fiscal year as of December 31. The auditing committee shall be appointed by the moderator.

15. Appendix B – Standing Committee Job Descriptions

DECORATING COMMITTEE – Three (3) members shall be elected to the Decorating committee annually. They shall elect a Chairman of this committee. The Decorating Committee is responsible for all decorating at the church. The Chairman may enlist as many people as necessary to accomplish the responsibility of decorating the church.

FOOD COMMITTEE – Three (3) members shall be elected to the Food Committee annually. They shall elect a Chairman of this committee. The Food Committee is responsible for the food served at all church functions that include food. This would include but is not limited to funeral dinners, church carry-ins and special events. The Chairman may enlist as many people as necessary to accomplish the responsibility of the food committee.

AUDIO/VISUAL COMMITTEE – This committee shall consist of four (4) members. Two (2) members shall be elected every year to serve for two (2) years. They shall elect a Chairman

for this committee. Each member shall be trained on both the audio and visual equipment. The Audio/Visual Committee shall be responsible for maintaining and operating equipment, preserving instruction manuals and system guides, complying with all licensing regulations, software support, updates. The Chairman shall see that members are trained on both existing and new equipment. The Audio/Visual Committee shall be responsible for maintaining the archive computer and items related. They shall be responsible for the musical library resources. The committee shall coordinate with the ministry service proceedings, special programs, choir activities, mobile requirements and any other church activity that requires their services. The committee shall procure their own gear and supplies through the Treasurer. A proposed budget will be given to the Finance Officers annually. The Chairman shall be responsible for audio/visual support staffing at all church activities. The Chairman may enlist as many people as necessary to accomplish the audio/visual needs of the church.

PERSONNEL COMMITTEE – The Personnel Committee shall consist of four (4) members. Two (2) members shall be elected each year and the Clerk. This committee shall elect a Chairman. The Personnel Committee shall suggest to the Moderator if any committee should be appointed or dissolved. It shall be the duties of the committee to enlist members of the church in specific responsibilities in keeping with their ability and passion. This committee shall present a slate of officers and committee members to be voted on by the congregation each year. The committee shall review annually committee responsibilities to confirm that they are current and being followed. This compliance shall be communicated to the congregation at the final regular business meeting of the year. The committee shall instruct each newly elected person in their responsibility. The Chairman may enlist additional assistants to help to accomplish their responsibilities as they need.

MINISTRY TEAM – This committee shall consist of the chairman or representative from each board and committee, and the Pastor. Each chairman will serve for one year. This team is responsible for the overseeing of all aspects of the operation of the church. Each board/committee representative may report on the current items being addressed in their meetings. Church outings and activities may be discussed and planned with this team. The Ministry Team meetings gives an opportunity for committees to join together for common causes and maintain a sense of unity within the church. The Ministry Team has the authority to make decisions on the ministry related opportunities of the church that support the vision and mission outlined in the constitution. Anyone can be appointed to this committee by the Pastor as needed.

BAPTISMAL COMMITTEE – This committee is made up of representatives from the following boards, 2 Deacon and 2 Deaconesses, who are appointed annually. This committee shall assist the pastor on the day with the logistics of the baptism. Any supplies such as towels, robes etc. shall be purchased and maintained by this committee.

PARK BOARD COMMITTEE – Two church members shall be elected annually to serve as representatives of the church to the Liberty Center Community Park Board.

MISSIONARY COMMITTEE – The Missionary Committee shall consist of three (3) members and the president of the local church American Baptist Woman (ABW). This committee shall elect a chairman. It shall be the duty of this committee to further the causes of all missionary interests of the church both local and world-wide. All raising of funds and distribution of said funds, will be the responsibility of this committee along with the ABW to insure that all missions are equally represented. The chairman may enlist additional people to help as needed.

PRESS & ADVERTISING COMMITTEE – This committee shall consist of three (3) members elected annually. The committee shall be responsible for creating and dispersing the church publicity and promoting the church and all of its activities through advertising. This committee works closely with the Pastor to maintain our Facebook page, Website and publishing the news-letter.

16. Appendix C – Liberty Center Baptist 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 into the name of the Father, and of the Son, and of the Holy Spirit, we do now, in the presence of God, angels, 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 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 and use of intoxicating drinks as a beverage, 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 each other in prayer; to aid each other 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 of the rules of our Savior, to secure it without delay.

And 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.

17. Appendix D– Associations of the ABC-IN/KY Region – LCBC located

Associations of the ABC-IN/KY Region

BRUCE COCHRAN

Curry's Prairie
Freedom
Judson
Logansport
Monticello
Northwestern
Tippecanoe
White Lick
(minus Chin Churches)

SOOZI FORD

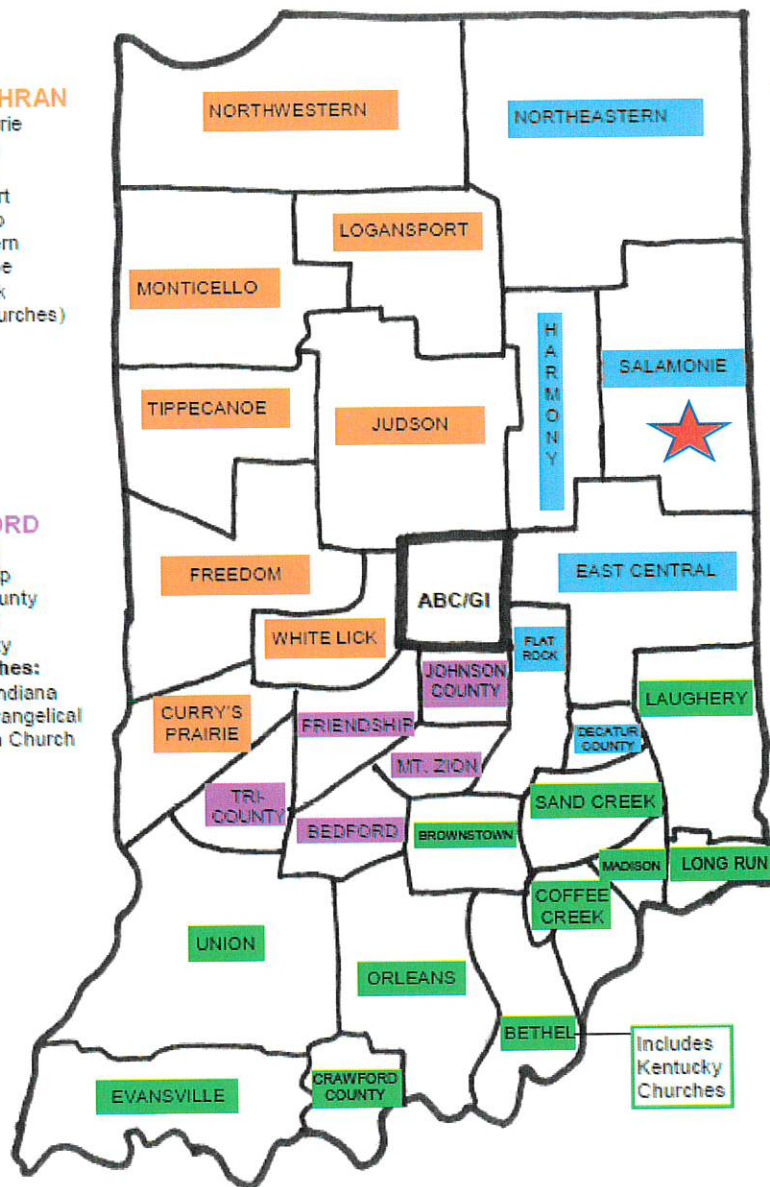
Bedford
Friendship
Johnson County
Mt. Zion
Tri-County
Chin Churches:
Falam BC of Indiana
Indiana Lautu Evangelical
Zophei Christian Church

PHYLLIS GOODYEAR

Decatur County
East Central
Flat Rock
Harmony
Northeastern
Salamonie

ADRIANA CHANEY

Bethel
Brownstown
Coffee Creek
Crawford County
Evansville
Laughery
Long Run
Madison
Orleans
Sand Creek
Union



CONTACT INFO

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BRUCE COCHRAN: (812)-521-1575 brucecochrane@abo-indiana.org

Needs updated

APPROVAL AND AUTHORITY TO PROCEED

We approve the constitution and bylaws as described above, and authorize our church body to approve as written.

Name	Title	Date
	Deacon Chairman	
	Trustee Chairman	
	Church Clerk	

Moderator

Date

Pastor

Date

This will be voted on in the January 2018 church business meeting.