

**THE CONSTITUTION OF
FIRST CHRISTIAN CHURCH
(DISCIPLES OF CHRIST)
PIKEVILLE, KENTUCKY**

**ARTICLE I
NAME AND PURPOSE**

SECTION I-A.

The name of the organization shall be the First Christian Church of Pikeville, Kentucky, Inc., affiliated with the brotherhood known as the Disciples of Christ and committed to the historic principles of this body whose local congregations are variously known as Christian Churches, Churches of Christ, or Disciples of Christ.

SECTION I-B.

"The mission of this church is to love God, to love others, and to lead others to Jesus Christ."

**ARTICLE II
MEMBERSHIP
SECTION II-A.**

1. The membership of the church shall consist of those who are identified now as members of the congregation and those who shall unite with it by confession and baptism or by transfer of membership. Voting privileges shall be accorded to all members who have shown an active interest through a recent continuity of attendance, service, or giving.
2. The policy for those who transfer membership shall be one of open membership.

SECTION II-B.

The membership roll shall be divided into two sections.

1. Participating Membership shall consist of those who show continuing interest in one or more ways: attendance, giving, activity, or other manifestations of concern for the total congregation.
2. Non-participating membership shall consist of those who show no such interest in the fellowship of the congregation.

**ARTICLE III
CONSTITUTION OF THE LOCAL BOARD**

The Local Board shall be composed of Elders, Deacons, Junior Deacons, and Ministry Coordinators presently serving a term of office. The Minister shall be an *ex-officio*, non-voting member of the Local Board.

SECTION III-A.
METHOD OF ELECTION TO THE LOCAL BOARD

1. Moderator, Vice-Moderator, Recording Secretary, Treasurer, and Financial Secretary shall constitute the Officers of the Local Board and congregation. They shall be nominated by the Nominating Committee and elected by the membership at the annual business meeting for a term of one year and not more than three consecutive terms. They may be Elders or Deacons presently serving, or members of the congregation at large.
2. Elders shall be nominated by the Nominating Committee and elected by the membership at the annual business meeting for term of three years on the Local Board. Persons who are elected as an elder will always be an elder whether they are currently serving on the Local Board or not.

The Nominating Committee will be charged with the responsibility of filling a minimum quota of six elders to serve on the Local Board. If an elder holds the position of Moderator and/or Vice-Moderator of the Local Board, then the Local Board will have seven or eight elders respectively.

Generally, this means that the Nominating Committee will be looking for at least two elders each year to serve on the Local Board. The Nominating Committee is encouraged to solicit new people to become elders and fill these positions. If the Nominating Committee cannot fill the required positions with new elders, they will fill the nominations from the list of Non-Board-Serving Elders who have been off the Local Board for at least one year. Elders may be re-elected to consecutive three-year terms on the Local Board only when there is no other way to fill the quota of six elders (plus elders serving the office of Moderator or Vice-Moderator) serving on the Local Board.

3. The Deacons shall be nominated by the Nominating Committee and elected by the membership at the annual business meeting for a term of three years. There shall be no fewer than nine male deacons and nine female deacons, one-third of whom shall be elected each year.
4. Ministry Coordinators shall be nominated by the Nominating Committee and elected by the membership at the annual business meeting for a term of one year and not more than three consecutive terms. They may be Elders or Deacons presently serving, or members of the congregation at large.

5. The Junior Deacons shall be nominated by the Nominating Committee and elected by the membership at the annual business meeting for a term of three years with elections held each year if candidates are available. The Junior Deacons shall be non-voting members of the Local Board and entitled to participate in discussion of all matters considered by the Local Board.
6. In the event that the nominating committee is unable to present a full slate of candidates to the congregation, the resulting vacancies may be filled by appointment as addressed elsewhere in the constitution. Members of the congregation in attendance at the annual meeting will be given an opportunity to suggest names to be considered for such appointments. All names presented at the meeting will be referred to the nominating committee. After appropriate consideration, the nominating committee may submit the names of these candidates to the board with a recommendation for appointment.

SECTION III-B.
QUALIFICATIONS OF BOARD MEMBERS

1. Persons shall not be considered for the offices of Elder, Deacon, or Ministry Coordinators until they have reached the age of twenty-one years.
2. Persons shall not be considered for the offices of Elder, Deacon, or Ministry Coordinators who have had membership by confession in this congregation for less than two years.
3. Persons shall not be considered for the offices of Elder, the Deacon, or Ministry Coordinators who have been a transferred member to this congregation for less than one year.
4. Persons shall not be considered for the offices of the Junior Deacon until they have reached at least fourteen years of age and shall have been members of the congregation for at least one year.
5. At the end of the maximum terms of office specified in Section A, all Board members are ineligible to serve on the board until one year shall have elapsed with the exception that a Deacon may become an Elder immediately on ending his term as Deacon, and an Elder may become a Deacon immediately on ending his term as Elder.
6. Consideration will be given in light of the spirit and teachings of Jesus. In addition to qualities of a willing spirit and desire to serve, it is essential that prospective candidates accept the following principles of stewardship:
 - a. Regular attendance to the Local Board.
 - b. Regular attendance at and participation in the services of the church.

- c. Willingness to fulfill one's assignment as a member of a ministry team.
 - d. Regular contributions to the financial support of the church to the best of one's ability.
 - e. Promote goodwill and Christian fellowship within the church family, strengthening the varied programs, the church, and aiding the minister and membership in making the total life and work of the church related to the purposes of God as revealed in Jesus Christ.
 - f. Strive toward continued personal growth in Christian fellowship.
7. In the event any member of the Local Board misses three consecutive board meetings without notice of inability to attend because of personal illness, family illness, or urgent personal needs or problems, the Local Board shall, by resolution, elect to treat such absences as a resignation from the board.
 8. Vacancies in any office of the local board shall be filled by nomination of the nominating committee with appointment by the local board.

SECTION III-C.
DUTIES OF BOARD MEMBERS

The duties of officers shall be in accord with job descriptions, written by the Board of Elders and approved by the Local Board.

ARTICLE IV
MEETING OF THE CONGREGATION

SECTION IV-A.
MEETINGS TO BE HELD

The congregation shall hold a business meeting at least thirty days prior to the beginning of the Church year. This annual meeting shall be for the purpose of electing the Board members for the coming year, hearing reports of the past year, voting on the proposed Church budget and projected program, and caring for special items of business.

SECTION IV-B.
NOTICE OF MEETINGS

Notice of all regular or special business meetings of the congregation shall be announced at a regular Sunday morning worship service of the Church at least one week in advance of the meeting and by means of the Church newsletter if one is available or written notice sent through the mail postmarked

at least three days before such meeting. The purpose of the meeting shall be indicated in each notice.

ARTICLE V
ORGANIZATION AND FUNCTIONING

SECTION V-A.

The Church year shall begin January 1 and end December 31.

SECTION V-B.
FUNCTIONAL ORGANIZATION

The Local Board shall determine what committees and ministries teams shall be needed during the Church year. The duties of the Ministry Teams shall be in accord with ministry profiles written by the Board of Elders and approved by the Local Board.

The Church Cabinet shall be comprised of the chair persons of the Ministry teams; Moderator; Vice Moderator; Financial Secretary, Secretary, Treasurer, and the chair persons of the Elders and the Diaconate. The minister will serve as an ex-officio member of the Cabinet. The Cabinet will hold regular meetings during the church year to discuss, evaluate, and coordinate projects and activities of the ministry teams; but will have no governing powers or responsibilities beyond making suggestions or recommendations to the local board. The Vice-Moderator will preside at the Cabinet meetings.

ARTICLE VI

All present members of the Board shall continue in office during the term for which they have previously been elected.

ARTICLE VII
AMENDMENTS

This Constitution may be amended at the annual meeting of the membership by a three-fourths vote of those members present and voting, provided that each member has been given a written copy of the proposed amendment at least two weeks in advance of the annual business meeting. Amendments shall become effective upon the adjournment of the meeting at which they are approved.

ARTICLE VIII

SECTION VIII-A.

This Constitution shall be published and a copy made available to each member of the church.

SECTION VIII-B.

At no time shall these By-Laws be allowed to come into conflict with the Constitution and By-Laws of the general or regional manifestations of the Christian Church (Disciples of Christ).

As Revised November 2004

**THE BY-LAWS OF
FIRST CHRISTIAN CHURCH
(DISCIPLES OF CHRIST)
PIKEVILLE, KENTUCKY**

We, the members of the First Christian Church, a congregationally governed body, in order to promote the work of the Church in the spirit of Christ and thus advance his Kingdom, do hereby adopt these By-Laws.

**ARTICLE I
THE LOCAL BOARD**

SECTION I-A.

The Local Board shall perform its duties according to the authority granted in these By-Laws or otherwise delegated to it by the membership. In keeping with the traditions of the Christian Church (Disciples of Christ) the ultimate authority of the local church shall rest with the membership. The Local Board shall be responsible to the membership and shall report to it each year at the annual meeting of the membership.

SECTION I-B.

The Local Board is charged by the membership with the duty of conducting the business affairs and planning and executing the ministry of the church. The board will function by such general policies as have been adopted by the membership as set forth in the Constitution and these By-Laws. The actions of the Local Board are at all times subject to review by the membership and may be overruled by a recorded majority vote of the membership at a duly called meeting of the membership. In general, the responsibilities of the Local Board will be carried out primarily by the various ministry teams, but these teams are always accountable to the Local Board. The more specific functions of the Board are:

1. to establish the personnel of the ministry teams and standing committees through which the ministry of the church is primarily carried forward;
2. to receive regularly, consider, and act on reports from the various ministry teams and standing committees approving, disapproving, or modifying the recommendations contained therein;
3. to consider and establish policy in harmony with general congregational policy;
4. to approve an annual budget upon recommendation of the stewardship and finance ministry team and refer the budget to the membership for consideration;
5. to recommend to the membership upon recommendation of the Pulpit Committee the

calling of a minister and other professional staff members.

SECTION I-C.

1. The Local Board shall arrange and publicize a regular meeting schedule.
2. The Local Board shall hold special meetings as needed on the call of the Moderator or on request of six or more members of the Local Board.

Once the need for a special called meeting has been established, there shall be a minimum 24 hour delay to allow time for all Board members to be notified of the reason for said meeting.

3. A quorum of the Local Board shall consist of those present who are members of the Local Board.
4. All meetings of the Local Board shall be governed by *Robert's Rules of Order*, newly revised.

ARTICLE II BOARD OF ELDERS

SECTION II-A.

The Board of Elders will consist of all elders who have ever been duly elected by the membership, remain a member of this church and are willing to serve.

SECTION II-B.

The Board of Elders shall meet not later than the first month of the new church year to organize and elect a chairman.

SECTION II-C.

The Moderator shall be an *ex officio* member of the Board of Elders even if he is not an Elder. However, the Moderator shall not be Chairman of the Board of Elders.

SECTION II-D.

It is the duty of the Board of Elders to provide spiritual and organizational guidance to the congregation and to the minister. Once a member has attained the office of Elder, the member will remain an Elder. Once an Elder, always an Elder. Those Elders not currently serving on the Board will still be expected to provide spiritual and organizational guidance.

ARTICLE III
NOMINATING COMMITTEE

SECTION III-A.

A Nominating Committee composed of one Elder, one male Deacon, one female Deacon, one member of the Junior Deacons, and one representative of the membership not presently serving on the Local Board shall be appointed at the regular meeting of the Local Board by the Moderator. This Nominating Committee shall nominate the following Board members: Elders, Deacons, Officers of the Local Board, Ministry Coordinators, and Junior Deacons. It shall be the policy of the Nominating Committee to consider advance recommendations for nominees by the members of the congregation provided recommendations are given to the committee at least six weeks before the annual business meeting of the membership.

SECTION III-B.

The Nominating Committee shall consider the qualifications of all potential nominees in light of the principles of the qualifications set forth in Section B of Article III of the Constitution. After offering at least one name for each office to be filled, the slate of nominees shall be posted or made available to every church family at least two weeks prior to the annual meeting.

SECTION III-C.

The Chairman of the Nominating Committee shall report to the membership at the annual business meeting by submitting a slate of nominations for election.

SECTION III-D.

Appointments to the Nominating Committee each year shall remain in effect until a new Nominating Committee is appointed in the next church year.

ARTICLE IV
THE MINISTER

SECTION IV-A.
THE ROLE OF THE MINISTER

The minister of the church shall perform the duties which usually pertain to that office. In general, his role in the church shall be in accord with those principles set forth in the general rules and policies of the Christian Church (Disciples of Christ). He shall be designated by the Local Board as the Chief Administrative Officer of the Church. He shall be an *ex officio* member of all organized groups, auxiliaries, and committees. The minister shall, in cooperation with the Moderator, encourage orderly procedures in the life and work of the church through active use of the Constitution and

these By-Laws.

SECTION IV-B.

The minister shares responsibility for the growth or decline of the church in quality and quantity, including all ministries and phases of her work. Since the minister is the Chief Administrative Officer of the church, day by day direction of all personnel is his responsibility, as well as providing guide lines to the congregations, both spiritual and statistical.

While the minister has a divine purpose, it is conceded that he is housed in the flesh. The flesh, with all of its characteristics of imperfections does not permit one to be equally talented in every area of the church life. However, the minister is expected to be versatile, and have an ability to address the varied demands of the position.

A written job description will be established by the Board of Elders in co-operation with the Board and congregation. This job description is to be available for congregational review, and will be the basis for at least an annual review of the Minister by the Board of Elders.

SECTION IV-C. SELECTION OF THE MINISTER

The minister shall be chosen by the congregation as hereinafter provided:

1. The Pulpit Committee shall be composed of an Elder, a male Deacon, a female Deacon, a Junior Deacon, and one member from the membership at large not presently serving on the Local Board. These shall be appointed by the Moderator. The Moderator will also appoint the chairman of the Pulpit Committee.
2. The Pulpit Committee will utilize the services of the General Minister of the Christian Church (Disciples of Christ) in Kentucky for information on prospective candidates.
3. It shall be the policy of the membership to consider only one prospective minister at a time. However, information may be secured on several in a given period.
4. The Pulpit Committee will recommend a prospective minister to the Local Board. The recommendation must be accepted by at least two-thirds majority of the members present and voting in a regular or special called meeting of the Board.
5. The Local Board will recommend the prospective minister to the congregation.
6. The recommendation of the Local Board must be accepted by at least two-thirds majority of the members present and voting in a regular or special called meeting of the membership before a call may be extended. A secret ballot shall be used for voting on a new minister.

7. The term of his ministry is for an indefinite period and may be terminated by either party upon ninety (90) days written notice.
8. A written statement setting forth the salary to be paid and other conditions of the call shall be made in duplicate. One copy for the minister and one for the Church.

ARTICLE V AMENDMENTS

These By-Laws may be amended by a two-thirds vote of the membership present and voting at their annual meeting or any special called meeting, provided that each member has been given a written copy of the proposed amendment at least two (2) weeks in advance. Amendments shall become effective upon the adjournment of the meeting at which they are approved.

ARTICLE VI

These By-Laws shall be published and a copy made available to each member of the church.

As Revised November 2004