

**CONSTITUTION AND BY LAWS
OF THE
LYDIA BAPTIST CHURCH, INC.
NEWRY, SOUTH CAROLINA
As adopted on November 20, 2011**

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Lydia Baptist Church, Inc.

526 Broadway Street
Newry, South Carolina

Constitution

Preamble

For the purpose of preserving and making secure the principles of our faith and to the end that this body be governed in an orderly manner, consistent with the doctrines and principles of our Lord Jesus Christ as recorded in the Holy Scripture, and with the accepted tenants of the Southern Baptist Convention; and for the purpose of preserving the liberties inherent in each individual member of this body, and to set forth the relations of this body's members to each other and to other churches of the same faith, we do declare and establish this document.

Article I. Name of Church

This body of Christians shall be known as the Lydia Baptist Church, Inc. of Newry, South Carolina.

Article II. 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 Ghost, we do now, in the presence of God, angels, and this assembly, most solemnly and joyfully enter a 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, and 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 the nations.

We also engage to: maintain family devotions and personal devotions, to religiously educate our children, to seek 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 owning a business selling alcoholic beverages, from the 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 be ready for reconciliation, and mindful of the rules of our Savior to secure it without delay.

We moreover engage that when we remove ourselves 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 III. Articles of Faith

"The Baptist Faith and Message" as adopted by the Southern Baptist Convention on June 14, 2000.

I. The Scriptures

The Holy Bible was written by men divinely inspired and is God's revelation of Himself to man. It is a perfect treasure of divine instruction. It has God for its author, salvation for its end, and truth, without any mixture of error, for its matter. Therefore, all Scripture is totally true and trustworthy. It reveals the principles by which God judges us, and therefore is, and will remain to the end of the world, the true center of Christian union, and the supreme standard by which all human conduct, creeds, and religious opinions should be tried. All Scripture is a testimony to Christ, who is Himself the focus of divine revelation.

Exodus 24:4; Deuteronomy 4:1-2; 17:19; Joshua 8:34; Psalms 19:7-10; 119:11,89,105,140; Isaiah 34:16; 40:8; Jeremiah 15:16; 36:1-32; Matthew 5:17-18; 22:29; Luke 21:33; 24:44-46; John 5:39; 16:13-15; 17:17; Acts 2:16ff.; 17:11; Romans 15:4; 16:25-26; 2 Timothy 3:15-17; Hebrews 1:1-2; 4:12; 1 Peter 1:25; 2 Peter 1:19-21.

II. God

There is one and only one living and true God. He is an intelligent, spiritual, and personal Being, the Creator, Redeemer, Preserver, and Ruler of the universe. God is infinite in holiness and all other perfections. God is all powerful and all knowing; and His perfect knowledge extends to all things, past, present, and future, including the future decisions of His free creatures. To Him we owe the highest love, reverence, and obedience. The eternal triune God reveals Himself to us as Father, Son, and Holy Spirit, with distinct personal attributes, but without division of nature, essence, or being.

A. God the Father

God as Father reigns with providential care over His universe, His creatures, and the flow of the stream of human history according to the purposes of His grace. He is all powerful, all knowing, all loving, and all wise. God is Father in truth to those who become children of God through faith in Jesus Christ. He is fatherly in His attitude toward all men.

Genesis 1:1; 2:7; Exodus 3:14; 6:2-3; 15:11ff.; 20:1ff.; Leviticus 22:2; Deuteronomy 6:4; 32:6; 1 Chronicles 29:10; Psalm 19:1-3; Isaiah 43:3,15; 64:8; Jeremiah 10:10; 17:13;

Matthew 6:9ff.; 7:11; 23:9; 28:19; Mark 1:9-11; John 4:24; 5:26; 14:6-13; 17:1-8; Acts 1:7; Romans 8:14-15; 1 Corinthians 8:6; Galatians 4:6; Ephesians 4:6; Colossians 1:15; 1 Timothy 1:17; Hebrews 11:6; 12:9; 1 Peter 1:17; 1 John 5:7.

B. God the Son

Christ is the eternal Son of God. In His incarnation as Jesus Christ He was conceived of the Holy Spirit and born of the virgin Mary. Jesus perfectly revealed and did the will of God, taking upon Himself human nature with its demands and necessities and identifying Himself completely with mankind yet without sin. He honored the divine law by His personal obedience, and in His substitutionary death on the cross He made provision for the redemption of men from sin. He was raised from the dead with a glorified body and appeared to His disciples as the person who was with them before His crucifixion. He ascended into heaven and is now exalted at the right hand of God where He is the One Mediator, fully God, fully man, in whose Person is effected the reconciliation between God and man. He will return in power and glory to judge the world and to consummate His redemptive mission. He now dwells in all believers as the living and ever present Lord.

Genesis 18:1ff.; Psalms 2:7ff.; 110:1ff.; Isaiah 7:14; 53; Matthew 1:18-23; 3:17; 8:29; 11:27; 14:33; 16:16,27; 17:5; 27; 28:1-6,19; Mark 1:1; 3:11; Luke 1:35; 4:41; 22:70; 24:46; John 1:1-18,29; 10:30,38; 11:25-27; 12:44-50; 14:7-11; 16:15-16,28; 17:1-5, 21-22; 20:1-20,28; Acts 1:9; 2:22-24; 7:55-56; 9:4-5,20; Romans 1:3-4; 3:23-26; 5:6-21; 8:1-3,34; 10:4; 1 Corinthians 1:30; 2:2; 8:6; 15:1-8,24-28; 2 Corinthians 5:19-21; 8:9; Galatians 4:4-5; Ephesians 1:20; 3:11; 4:7-10; Philippians 2:5-11; Colossians 1:13-22; 2:9; 1 Thessalonians 4:14-18; 1 Timothy 2:5-6; 3:16; Titus 2:13-14; Hebrews 1:1-3; 4:14-15; 7:14-28; 9:12-15,24-28; 12:2; 13:8; 1 Peter 2:21-25; 3:22; 1 John 1:7-9; 3:2; 4:14-15; 5:9; 2 John 7-9; Revelation 1:13-16; 5:9-14; 12:10-11; 13:8; 19:16.

C. God the Holy Spirit

The Holy Spirit is the Spirit of God, fully divine. He inspired holy men of old to write the Scriptures. Through illumination He enables men to understand truth. He exalts Christ. He convicts men of sin, of righteousness, and of judgment. He calls men to the Savior, and effects regeneration. At the moment of regeneration He baptizes every believer into the Body of Christ. He cultivates Christian character, comforts believers, and bestows the spiritual gifts by which they serve God through His church. He seals the believer unto the day of final redemption. His presence in the Christian is the guarantee that God will bring the believer into the fullness of the stature of Christ. He enlightens and empowers the believer and the church in worship, evangelism, and service.

Genesis 1:2; Judges 14:6; Job 26:13; Psalms 51:11; 139:7ff.; Isaiah 61:1-3; Joel 2:28-32; Matthew 1:18; 3:16; 4:1; 12:28-32; 28:19; Mark 1:10,12; Luke 1:35; 4:1,18-19; 11:13; 12:12; 24:49; John 4:24; 14:16-17,26; 15:26; 16:7-14; Acts 1:8; 2:1-4,38; 4:31; 5:3; 6:3; 7:55; 8:17,39; 10:44; 13:2; 15:28; 16:6; 19:1-6; Romans 8:9-11,14-16,26-27; 1 Corinthians 2:10-14; 3:16; 12:3-11,13; Galatians 4:6; Ephesians 1:13-14; 4:30; 5:18; 1 Thessalonians 5:19; 1 Timothy 3:16; 4:1; 2 Timothy 1:14; 3:16; Hebrews 9:8,14; 2 Peter 1:21; 1 John 4:13; 5:6-7; Revelation 1:10; 22:17.

III. Man

Man is the special creation of God, made in His own image. He created them male and female as the crowning work of His creation. The gift of gender is thus part of the goodness of God's creation. In the beginning man was innocent of sin and was endowed by his Creator with freedom of choice. By his free choice man sinned against God and brought sin into the human race. Through the temptation of Satan man transgressed the command of God, and fell from his original innocence whereby his posterity inherits a nature and an environment inclined toward sin. Therefore, as soon as they are capable of moral action, they become transgressors and are under condemnation. Only the grace of God can bring man into His holy fellowship and enable man to fulfill the creative purpose of God. The sacredness of human personality is evident in that God created man in His own image, and in that Christ died for man; therefore, every person of every race possesses full dignity and is worthy of respect and Christian love.

Genesis 1:26-30; 2:5,7,18-22; 3; 9:6; Psalms 1; 8:3-6; 32:1-5; 51:5; Isaiah 6:5; Jeremiah 17:5; Matthew 16:26; Acts 17:26-31; Romans 1:19-32; 3:10-18,23; 5:6,12,19; 6:6; 7:14-25; 8:14-18,29; 1 Corinthians 1:21-31; 15:19,21-22; Ephesians 2:1-22; Colossians 1:21-22; 3:9-11.

IV. Salvation

Salvation involves the redemption of the whole man, and is offered freely to all who accept Jesus Christ as Lord and Savior, who by His own blood obtained eternal redemption for the believer. In its broadest sense salvation includes regeneration, justification, sanctification, and glorification. There is no salvation apart from personal faith in Jesus Christ as Lord.

A. Regeneration, or the new birth, is a work of God's grace whereby believers become new creatures in Christ Jesus. It is a change of heart wrought by the Holy Spirit through conviction of sin, to which the sinner responds in repentance toward God and faith in the Lord Jesus Christ. Repentance and faith are inseparable experiences of grace.

Repentance is a genuine turning from sin toward God. Faith is the acceptance of Jesus Christ and commitment of the entire personality to Him as Lord and Savior.

B. Justification is God's gracious and full acquittal upon principles of His righteousness of all sinners who repent and believe in Christ. Justification brings the believer unto a relationship of peace and favor with God.

C. Sanctification is the experience, beginning in regeneration, by which the believer is set apart to God's purposes, and is enabled to progress toward moral and spiritual maturity through the presence and power of the Holy Spirit dwelling in him. Growth in grace should continue throughout the regenerate person's life.

D. Glorification is the culmination of salvation and is the final blessed and abiding state of the redeemed.

Genesis 3:15; Exodus 3:14-17; 6:2-8; Matthew 1:21; 4:17; 16:21-26; 27:22-28:6; Luke 1:68-69; 2:28-32; John 1:11-14,29; 3:3-21,36; 5:24; 10:9,28-29; 15:1-16; 17:17; Acts 2:21; 4:12; 15:11; 16:30-31; 17:30-31; 20:32; Romans 1:16-18; 2:4; 3:23-25; 4:3ff.; 5:8-10; 6:1-23; 8:1-18,29-39; 10:9-10,13; 13:11-14; 1 Corinthians 1:18,30; 6:19-20; 15:10; 2 Corinthians 5:17-20; Galatians 2:20; 3:13; 5:22-25; 6:15; Ephesians 1:7; 2:8-22; 4:11-16; Philippians 2:12-13; Colossians 1:9-22; 3:1ff.; 1 Thessalonians 5:23-24; 2 Timothy 1:12; Titus 2:11-14; Hebrews 2:1-3; 5:8-9; 9:24-28; 11:1-12:8,14; James 2:14-26; 1 Peter 1:2-23; 1 John 1:6-2:11; Revelation 3:20; 21:1-22:5.

V. God's Purpose of Grace

Election is the gracious purpose of God, according to which He regenerates, justifies, sanctifies, and glorifies sinners. It is consistent with the free agency of man, and comprehends all the means in connection with the end. It is the glorious display of God's sovereign goodness, and is infinitely wise, holy, and unchangeable. It excludes boasting and promotes humility.

All true believers endure to the end. Those whom God has accepted in Christ, and sanctified by His Spirit, will never fall away from the state of grace, but shall persevere to the end. Believers may fall into sin through neglect and temptation, whereby they grieve the Spirit, impair their graces and comforts, and bring reproach on the cause of Christ and temporal judgments on themselves; yet they shall be kept by the power of God through faith unto salvation.

Genesis 12:1-3; Exodus 19:5-8; 1 Samuel 8:4-7,19-22; Isaiah 5:1-7; Jeremiah 31:31ff.; Matthew 16:18-19; 21:28-45; 24:22,31; 25:34; Luke 1:68-79; 2:29-32; 19:41-44; 24:44-48; John 1:12-14; 3:16; 5:24; 6:44-45,65; 10:27-29; 15:16; 17:6,12,17-18; Acts 20:32; Romans 5:9-10; 8:28-39; 10:12-15; 11:5-7,26-36; 1 Corinthians 1:1-2; 15:24-28; Ephesians 1:4-23; 2:1-10; 3:1-11; Colossians 1:12-14; 2 Thessalonians 2:13-14; 2 Timothy 1:12; 2:10,19; Hebrews 11:39-12:2; James 1:12; 1 Peter 1:2-5,13; 2:4-10; 1 John 1:7-9; 2:19; 3:2.

VI. The Church

A New Testament church of the Lord Jesus Christ is an autonomous local congregation of baptized believers, associated by covenant in the faith and fellowship of the gospel; observing the two ordinances of Christ, governed by His laws, exercising the gifts, rights, and privileges invested in them by His Word, and seeking to extend the gospel to the ends of the earth. Each congregation operates under the Lordship of Christ through democratic processes. In such a congregation each member is responsible and accountable to Christ as Lord. Its scriptural officers are pastors and deacons. While both men and women are gifted for service in the church, the office of pastor is limited to men as qualified by Scripture.

The New Testament speaks also of the church as the Body of Christ which includes all of the redeemed of all the ages, believers from every tribe, and tongue, and people, and nation.

Matthew 16:15-19; 18:15-20; Acts 2:41-42,47; 5:11-14; 6:3-6; 13:1-3; 14:23,27; 15:1-30; 16:5; 20:28; Romans 1:7; 1 Corinthians 1:2; 3:16; 5:4-5; 7:17; 9:13-14; 12;

Ephesians 1:22-23; 2:19-22; 3:8-11,21; 5:22-32; Philippians 1:1; Colossians 1:18; 1 Timothy 2:9-14; 3:1-15; 4:14; Hebrews 11:39-40; 1 Peter 5:1-4; Revelation 2-3; 21:2-3.

VII. Baptism and the Lord's Supper

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 Christ Jesus. It is a testimony to his faith in the final resurrection of the dead. Being a church ordinance, it is prerequisite to the privileges of church membership and to the Lord's Supper.

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

Matthew 3:13-17; 26:26-30; 28:19-20; Mark 1:9-11; 14:22-26; Luke 3:21-22; 22:19-20; John 3:23; Acts 2:41-42; 8:35-39; 16:30-33; 20:7; Romans 6:3-5; 1 Corinthians 10:16,21; 11:23-29; Colossians 2:12.

VIII. The Lord's Day

The first day of the week is the Lord's Day. It is a Christian institution for regular observance. It commemorates the resurrection of Christ from the dead and should include exercises of worship and spiritual devotion, both public and private. Activities on the Lord's Day should be commensurate with the Christian's conscience under the Lordship of Jesus Christ.

Exodus 20:8-11; Matthew 12:1-12; 28:1ff.; Mark 2:27-28; 16:1-7; Luke 24:1-3,33-36; John 4:21-24; 20:1,19-28; Acts 20:7; Romans 14:5-10; I Corinthians 16:1-2; Colossians 2:16; 3:16; Revelation 1:10.

IX. The Kingdom

The Kingdom of God includes both His general sovereignty over the universe and His particular kingship over men who willfully acknowledge Him as King. Particularly the Kingdom is the realm of salvation into which men enter by trustful, childlike commitment to Jesus Christ. Christians ought to pray and to labor that the Kingdom may come and God's will be done on earth. The full consummation of the Kingdom awaits the return of Jesus Christ and the end of this age.

Genesis 1:1; Isaiah 9:6-7; Jeremiah 23:5-6; Matthew 3:2; 4:8-10,23; 12:25-28; 13:1-52; 25:31-46; 26:29; Mark 1:14-15; 9:1; Luke 4:43; 8:1; 9:2; 12:31-32; 17:20-21; 23:42; John 3:3; 18:36; Acts 1:6-7; 17:22-31; Romans 5:17; 8:19; 1 Corinthians 15:24-28;

Colossians 1:13; Hebrews 11:10,16; 12:28; 1 Peter 2:4-10; 4:13; Revelation 1:6,9; 5:10; 11:15; 21-22.

X. Last Things

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 men in righteousness. 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.

Isaiah 2:4; 11:9; Matthew 16:27; 18:8-9; 19:28; 24:27,30,36,44; 25:31-46; 26:64; Mark 8:38; 9:43-48; Luke 12:40,48; 16:19-26; 17:22-37; 21:27-28; John 14:1-3; Acts 1:11; 17:31; Romans 14:10; 1 Corinthians 4:5; 15:24-28,35-58; 2 Corinthians 5:10; Philippians 3:20-21; Colossians 1:5; 3:4; 1 Thessalonians 4:14-18; 5:1ff.; 2 Thessalonians 1:7ff.; 2; 1 Timothy 6:14; 2 Timothy 4:1,8; Titus 2:13; Hebrews 9:27-28; James 5:8; 2 Peter 3:7ff.; 1 John 2:28; 3:2; Jude 14; Revelation 1:18; 3:11; 20:1-22:13.

XI. Evangelism and Missions

It is the duty and privilege of every follower of Christ and of every church of the Lord Jesus Christ to endeavor to make disciples of all nations. The new birth of man's spirit by God's Holy Spirit means the birth of love for others. Missionary effort on the part of all rests thus upon a spiritual necessity of the regenerate life, and is expressly and repeatedly commanded in the teachings of Christ. The Lord Jesus Christ has commanded the preaching of the gospel to all nations. It is the duty of every child of God to seek constantly to win the lost to Christ by verbal witness undergirded by a Christian lifestyle, and by other methods in harmony with the gospel of Christ.

Genesis 12:1-3; Exodus 19:5-6; Isaiah 6:1-8; Matthew 9:37-38; 10:5-15; 13:18-30, 37-43; 16:19; 22:9-10; 24:14; 28:18-20; Luke 10:1-18; 24:46-53; John 14:11-12; 15:7-8,16; 17:15; 20:21; Acts 1:8; 2; 8:26-40; 10:42-48; 13:2-3; Romans 10:13-15; Ephesians 3:1-11; 1 Thessalonians 1:8; 2 Timothy 4:5; Hebrews 2:1-3; 11:39-12:2; 1 Peter 2:4-10; Revelation 22:17.

XII. Education

Christianity is the faith of enlightenment and intelligence. In Jesus Christ abide all the treasures of wisdom and knowledge. All sound learning is, therefore, a part of our Christian heritage. The new birth opens all human faculties and creates a thirst for knowledge. Moreover, the cause of education in the Kingdom of Christ is co-ordinate with the causes of missions and general benevolence, and should receive along with these the liberal support of the churches. An adequate system of Christian education is necessary to a complete spiritual program for Christ's people.

In Christian education there should be a proper balance between academic freedom and academic responsibility. Freedom in any orderly relationship of human life is always limited

and never absolute. The freedom of a teacher in a Christian school, college, or seminary is limited by the pre-eminence of Jesus Christ, by the authoritative nature of the Scriptures, and by the distinct purpose for which the school exists.

Deuteronomy 4:1,5,9,14; 6:1-10; 31:12-13; Nehemiah 8:1-8; Job 28:28; Psalms 19:7ff.; 119:11; Proverbs 3:13ff.; 4:1-10; 8:1-7,11; 15:14; Ecclesiastes 7:19; Matthew 5:2; 7:24ff.; 28:19-20; Luke 2:40; 1 Corinthians 1:18-31; Ephesians 4:11-16; Philippians 4:8; Colossians 2:3,8-9; 1 Timothy 1:3-7; 2 Timothy 2:15; 3:14-17; Hebrews 5:12-6:3; James 1:5; 3:17.

XIII. 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 Him 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.

Genesis 14:20; Leviticus 27:30-32; Deuteronomy 8:18; Malachi 3:8-12; Matthew 6:1-4,19-21; 19:21; 23:23; 25:14-29; Luke 12:16-21,42; 16:1-13; Acts 2:44-47; 5:1-11; 17:24-25; 20:35; Romans 6:6-22; 12:1-2; 1 Corinthians 4:1-2; 6:19-20; 12; 16:1-4; 2 Corinthians 8-9; 12:15; Philippians 4:10-19; 1 Peter 1:18-19.

XIV. Cooperation

Christ's people should, as occasion requires, organize such associations and conventions as may best secure cooperation for the great objects of the Kingdom of God. Such organizations have no authority over one another or over the churches. They are voluntary and advisory bodies designed to elicit, combine, and direct the energies of our people in the most effective manner. Members of New Testament churches should cooperate with one another in carrying forward the missionary, educational, and benevolent ministries for the extension of Christ's Kingdom. Christian unity in the New Testament sense is spiritual harmony and voluntary cooperation for common ends by various groups of Christ's people. Cooperation is desirable between the various Christian denominations, when the end to be attained is itself justified, and when such cooperation involves no violation of conscience or compromise of loyalty to Christ and His Word as revealed in the New Testament.

Exodus 17:12; 18:17ff.; Judges 7:21; Ezra 1:3-4; 2:68-69; 5:14-15; Nehemiah 4; 8:1-5; Matthew 10:5-15; 20:1-16; 22:1-10; 28:19-20; Mark 2:3; Luke 10:1ff.; Acts 1:13-14; 2:1ff.; 4:31-37; 13:2-3; 15:1-35; 1 Corinthians 1:10-17; 3:5-15; 12; 2 Corinthians 8-9; Galatians 1:6-10; Ephesians 4:1-16; Philippians 1:15-18.

XV. The Christian and the Social Order

All Christians are under obligation to seek to make the will of Christ supreme in our own lives and in human society. Means and methods used for the improvement of society and

the establishment of righteousness among men can be truly and permanently helpful only when they are rooted in the regeneration of the individual by the saving grace of God in Jesus Christ. In the spirit of Christ, Christians should oppose racism, every form of greed, selfishness, and vice, and all forms of sexual immorality, including adultery, homosexuality, and pornography. We should work to provide for the orphaned, the needy, the abused, the aged, the helpless, and the sick. We should speak on behalf of the unborn and contend for the sanctity of all human life from conception to natural death. Every Christian should seek to bring industry, government, and society as a whole under the sway of the principles of righteousness, truth, and brotherly love. In order to promote these ends Christians should be ready to work with all men of good will in any good cause, always being careful to act in the spirit of love without compromising their loyalty to Christ and His truth.

Exodus 20:3-17; Leviticus 6:2-5; Deuteronomy 10:12; 27:17; Psalm 101:5; Micah 6:8; Zechariah 8:16; Matthew 5:13-16,43-48; 22:36-40; 25:35; Mark 1:29-34; 2:3ff.; 10:21; Luke 4:18-21; 10:27-37; 20:25; John 15:12; 17:15; Romans 12-14; 1Corinthians 5:9-10; 6:1-7; 7:20-24; 10:23-11:1; Galatians 3:26-28; Ephesians 6:5-9; Colossians 3:12-17; 1 Thessalonians 3:12; Philemon; James 1:27; 2:8.

XVI. Peace and War

It is the duty of Christians to seek peace with all men on principles of righteousness. In accordance with the spirit and teachings of Christ they should do all in their power to put an end to war.

The true remedy for the war spirit is the gospel of our Lord. The supreme need of the world is the acceptance of His teachings in all the affairs of men and nations, and the practical application of His law of love. Christian people throughout the world should pray for the reign of the Prince of Peace.

Isaiah 2:4; Matthew 5:9,38-48; 6:33; 26:52; Luke 22:36,38; Romans 12:18-19; 13:1-7; 14:19; Hebrews 12:14; James 4:1-2.

XVII. Religious Liberty

God alone is Lord of the conscience, and He has left it free from the doctrines and commandments of men which are contrary to His Word or not contained in it. Church and state should be separate. The state owes to every church protection and full freedom in the pursuit of its spiritual ends. In providing for such freedom no ecclesiastical group or denomination should be favored by the state more than others. Civil government being ordained of God, it is the duty of Christians to render loyal obedience thereto in all things not contrary to the revealed will of God. The church should not resort to the civil power to carry on its work. The gospel of Christ contemplates spiritual means alone for the pursuit of its ends. The state has no right to impose penalties for religious opinions of any kind. The state has no right to impose taxes for the support of any form of religion. A free church in a free state is the Christian ideal, and this implies the right of free and unhindered access to God on the part of all men, and the right to form and propagate opinions in the sphere of religion without interference by the civil power.

Genesis 1:27; 2:7; Matthew 6:6-7,24; 16:26; 22:21; John 8:36; Acts 4:19-20; Romans 6:1-2; 13:1-7; Galatians 5:1,13; Philippians 3:20; 1 Timothy 2:1-2; James 4:12; 1 Peter 2:12-17; 3:11-17; 4:12-19.

XVIII. The Family

God has ordained the family as the foundational institution of human society. It is composed of persons related to one another by marriage, blood, or adoption.

Marriage is the uniting of one man and one woman in covenant commitment for a lifetime. It is God's unique gift to reveal the union between Christ and His church and to provide for the man and the woman in marriage the framework for intimate companionship, the channel of sexual expression according to biblical standards, and the means for procreation of the human race.

The husband and wife are of equal worth before God, since both are created in God's image. The marriage relationship models the way God relates to His people. A husband is to love his wife as Christ loved the church. He has the God-given responsibility to provide for, to protect, and to lead his family. A wife is to submit herself graciously to the servant leadership of her husband even as the church willingly submits to the headship of Christ. She, being in the image of God as is her husband and thus equal to him, has the God-given responsibility to respect her husband and to serve as his helper in managing the household and nurturing the next generation.

Children, from the moment of conception, are a blessing and heritage from the Lord. Parents are to demonstrate to their children God's pattern for marriage. Parents are to teach their children spiritual and moral values and to lead them, through consistent lifestyle example and loving discipline, to make choices based on biblical truth. Children are to honor and obey their parents.

Genesis 1:26-28; 2:15-25; 3:1-20; Exodus 20:12; Deuteronomy 6:4-9; Joshua 24:15; 1 Samuel 1:26-28; Psalms 51:5; 78:1-8; 127; 128; 139:13-16; Proverbs 1:8; 5:15-20; 6:20-22; 12:4; 13:24; 14:1; 17:6; 18:22; 22:6,15; 23:13-14; 24:3; 29:15,17; 31:10-31; Ecclesiastes 4:9-12; 9:9; Malachi 2:14-16; Matthew 5:31-32; 18:2-5; 19:3-9; Mark 10:6-12; Romans 1:18-32; 1 Corinthians 7:1-16; Ephesians 5:21-33; 6:1-4; Colossians 3:18-21; 1 Timothy 5:8,14; 2 Timothy 1:3-5; Titus 2:3-5; Hebrews 13:4; 1 Peter 3:1-7.

Lydia Baptist Church, Inc.

526 Broadway Street
Newry, South Carolina

Bylaws

Article I. Membership

Section I.

All actions pertaining to church membership shall be made by majority vote of the church membership present in any regular church service.

Section II.

Reception of membership into the fellowship shall be:

- A. By profession of faith in the Lord Jesus Christ. They shall be under the watchful care of the church until they are baptized.
- B. By letter of dismissal from other Southern Baptist bodies, baptized by immersion
- C. By statement of faith in the Lord Jesus Christ. The previous fellowship shall be notified in writing, if possible.
 - 1. The statement in faith shall express the belief in the Lord Jesus Christ as taught in the New Testament and listed in the Articles of Faith. They shall be under the watchful care of the church until they are baptized, if statement does not include baptism by immersion.

Section III.

Termination of membership in this fellowship shall be:

- A. By granting a letter of dismissal to another church of like faith and order, and upon request of that church. Letters will not be granted to individuals.
 - 1. This church shall have the privilege to grant or to refuse a letter to another church, if a member is not in good standing.
- B. By written request that one's name be removed from the membership roll.
- C. By death.
- D. Any member whose inquiry shows to be leading a life dishonoring Christ and His church based upon this church's discipline policy (see Section VI).
- E. Inactivity (see Section IV).

Section IV.

Inactive status:

Any member, habitually absent from the services of this fellowship for (1) year, without acceptable reason, shall be listed as "inactive".

Section V.

Rights of Members

- A. Every member of the church, age 16 and older, is entitled to vote at all elections and questions submitted by the church in conference, provided the member is present.
- B. Every member of the church may participate in the ordinances of the church as administered by the church.

Section VI.

It is the responsibility of this church to exercise discipline of any member who persist in sin and disobedience (Matt. 18:15-20; II Thess. 3:6, 14). Should any case of gross breach of church covenant, public scandal, or unhappy difference arise concerning a member(s), the procedure, as given in Matt. 18:15-17, will be carried out by the Pastor

and the Deacons and the actual exclusion will be a matter of church business at a special meeting called for that purpose. The sinning member is to be excluded from all activities of the church, including the Lord's Supper, and be removed from the membership roll (I Cor. 5:11-13). The purpose of this activity is to maintain the purity and testimony of this church and for the restoration of the disciplined member to proper fellowship with Christ and the church (I Cor. 5:5-7).

The attitude of the church toward any person excluded from its membership shall be one of love, prayerful compassion, forgiveness and restoration. Any person whose membership has been terminated may be restored by a majority vote, of those present, upon evidence of their repentance and reformation.

Article II. Meetings

Section I.

Worship services shall be held regularly unless cancelled by the church. Sunday School will be 9:30 a.m. to 10:15 a.m. and Worship Service from 10:30 a.m. to 11:30 a.m. on Sunday mornings; small group Bible studies and Worship Service from 6:30 p.m. to 7:30 p.m. on Sunday evenings. Wednesday Worship Service will be 7:00 p.m. to 8:00 p.m. The church shall approve the hours.

Section II.

Other services shall be held as the church sees the need for them.

Section III.

Communion, or the Lord's Supper, shall be observed quarterly. The date shall be listed in the church calendar.

Section IV.

Business meetings shall be held monthly unless conflicting events arise. Special meetings may be called by the pastor or the Chairman of the Deacons after consulting with the deacons.

- A. A minimum of one (1) week notice shall be given to the church of an upcoming vote on such matters as the election of a pastor, staff members, officers and teachers, the annual church budget, or business of special nature.
- B. A quorum shall consist of no less than thirty (30) members. A majority vote includes two-thirds (2/3) of members present. Votes concerning certain

money or special nature, may, at the discretion of the Pastor and Deacons, be by secret ballot. Votes are to be counted by no less than two (2) active deacons.

- C. "Robert's Rules of Order Newly Revised" is hereby adopted as the authority for parliamentary rules of procedures for all business meetings of the church, the deacons, and the committees. A copy shall be kept in the church library. Except in cases where there are differences stated in the bylaws, the bylaws will be the controlling rule.

Article III. Church Officers

Section I.

The officers of this church shall be a pastor and other vocational leaders, as needed; deacons, trustees, clerk, treasurer, secretary, and other such officers as shall be required for the work of the church. Heads of departments or organizations, all of these shall be elected by the church and shall be members in good standing, sound in the word and in Baptist doctrines.

Any person willing to serve in one of these capacities may be subject to a legal background check, and therefore, give the church the right to confidentially and discretely do so. Any person not fulfilling the position as described henceforth may be asked to immediately resign that position and may be subject to church discipline (see Article I, Section VI).

Pastors, deacons, and other paid staff member shall be elected by secret ballot. Votes will be cast by active church members who are present. Votes are to be counted by no less than two (2) active deacons. Any committee nominations can be voted on by show of hands or by standing vote.

In accordance to its accepted doctrines, which are founded on the inerrant Word of God, this church prohibits the hiring of homosexuals, whether practicing or not, or individuals who do not believe or have the conviction that homosexuality is a grave sin before God. Likewise, it shall be prohibited for the pastor to perform same-sex marriages. It is prohibited for members to enter into same-sex marriages. This church also prohibits the use of any facilities or assets to condone or allow any such activity that involves departure from the church covenant, Articles of Faith, bylaws or scripture.

Section II.

The pastor shall be called for an indefinite period of service. He shall continue as long as he fulfills the duties of his calling as is becoming to a shepherd and in such a manner as to lead the church in spiritual growth, provided he and the church feel it is the will of

God for him to continue as pastor. He shall give the church thirty (30) days notice before a resignation shall become effective.

If the time occurs when the pastor fails to fulfill his duties as is required by the church, upon submission of evidence of immorality, apostasy, heresy, departure from the word of God, church covenant, Articles of Faith or bylaws, or if he no longer agrees with the uncompromising stand of this church, the deacons, by majority vote, shall make a determination to recommend the pastor's immediate termination of his position and church membership. Upon making such a determination, the Chairman of Deacons shall notify the pastor to cease pastoral duties immediately. Upon receipt of such notice, the pastor shall immediately cease such duties; and any salaries and allowances shall be forfeited.

The pastor shall be a regularly ordained Southern Baptist minister or licensed to preach and is to be ordained within thirty (30) days after his call to the church.

- A. A pastor shall be chosen and called by the church whenever a vacancy occurs. A pulpit committee, elected by the church, will seek out a suitable man for pastor. The pulpit committee shall bring only one (1) man at a time. The election shall take place at a meeting called for that purpose, with at least one (1) week public notice being given. The election shall be by secret ballot with an affirmative vote of at least eighty (80) percent of the members present and voting, being necessary to call a pastor.
- B. The pastor shall fill the pulpit at all regular worship services or provide a substitute during vacation, attendance at a regular conference or convention of the denomination; or illness not to exceed six (6) months, after which the situation will be evaluated by the deacon board. The church will pay for a substitute for any of the above absences and any others as approved by the deacons.
- C. He will foster and support all church approved organizations for which other leadership is provided.
- D. He shall suggest to the deacons proper leaders for revival meetings.
- E. He shall minister to the spiritual needs of any person in the community, whether that person is a member or not, and by visitation and conversation, attempt to win them to Christ.
- F. He shall serve as a moderator of all church conferences. In his absence, the Chairman of Deacons shall preside.
- G. He shall be an ex-officio member of all organizations, departments, and committees. He shall call special meetings of the deacons or committee as he deems necessary.

H. He shall report to the church on all regular conventions and conferences.

Section III.

The deacon board shall consist of up to seven (7) men and shall be elected by the church by secret ballot.

The deacons shall elect their own chairman and officers.

The deacons shall recognize the standards and qualifications for their office as set forth in the New Testament (Acts 6, 1 Timothy 3, Titus 1).

The deacons shall have general supervision over the oversight, welfare, and spiritual life of the church. They shall visit the members and assist the pastor in the work of enlistment in active church membership. They shall assist the pastor in the administration of the ordinance of the Lord's Supper. They shall be authorized to fill vacancies on the boards and committees until successors can be elected at the next regular business meeting of the church.

The deacons shall meet on a date of the month according to the requirements and at special meetings called by the pastor or Chairman of Deacons. In the absence of the Chairman, Vice Chairman, or Secretary of Deacons, the pastor shall serve as moderator.

Nothing shall be recommended to the church by the deacons unless two-thirds (2/3) of the active deacon committee are in agreement. All deacons are to be informed prior to bringing the matter to the church.

The deacon shall serve a three (3) year term with two (2) or more, as required, elected each year. Upon completion of the three (3) year term, they may not be eligible to serve again for a one (1) year period.

No paid staff member shall be eligible to serve due to possible conflict of interest.

Prior to the annual church election day, a nomination day for eligible deacons shall be held. No one will be elected this time; only nominated.

A. To have a place on the election ballot they must be the top vote getters and

- be willing to serve, if elected.
- B. There shall be 2 (2) male candidates for each deacon rotating off. In the year with two (2) deacons rotating off, the top 4 vote getters will be nominated. In the year with three (3) deacons rotating off, the top six (6) vote getters will be nominated.
 - C. A committee consisting of the pastor, Chairman of Deacons, and Vice Chairman of Deacons shall contact the nominees as to willingness to serve.
 - D. All new candidates shall present themselves before a special meeting of church members, the pastor, and deacons, at a date and time set by the pastor, to be questioned regarding their faith, support of the Southern Baptist concept of missions and doctrines, willingness to serve through church attendance, tithing, time and its constitution. After securing affirmative answers to afore mentioned questioning, the pastor and attending deacons shall vote by secret ballot whether to accept the new candidate for position of deacon.
 - E. The top vote getters on nomination day, willing to serve and being approved through questioning, will be placed on the ballot for the next two (2) weeks.
 - F. On the annual church election ballot, the two (2), if two (2) deacons rotate off, or three (3), if three (3) deacons rotate off, nominees receiving the highest number of votes shall be elected. The active deacons shall count the votes.
 - G. If a deacon who has been elected is unable or unwilling to serve a full term, his replacement will be elected by regular election. The elected deacon will serve the remainder of the term and will be able to serve the following term also.
 - H. Any deacon not active for four (4) months of meetings shall be removed from the active board unless sickness or providentially hindered.
 - I. The deacon board has the authority to spend up to five hundred (500) dollars without prior approval from the church.

Section IV.

The legal trustees shall consist of three (3) members. They shall act as legal custodians of all church property. Upon authorization by the church, they shall acquire and dispose of lands and property and they shall execute all legal papers relating to the church as the church may direct. They shall have no power to buy, sell, mortgage, lease, trade, or transfer any property of the church without specific vote of the church authorizing such action. Neither shall they have any control of the use of the church property except by the voted approval of the church.

Section V.

The church clerk shall keep records of proceedings of all regular and called business meetings of the church, file reports made by general officers, keep an up-to-date roster of church membership, receive letters of recommendation for church membership, and issue letters of dismissal in keeping with church policies. They shall prepare the report of the annual church meeting for the Lydia Baptist Church, Inc. of Newry, SC, record and preserve a list of all church officers elected at the business meetings of the church. The record books shall be considered property of the church and be preserved as a historical record. The clerk will read the minutes from any previous meeting held during the following regular business meeting, at which time they will announce to the church body the names of members when their letters are received.

Section VI.

The church treasurer shall be a member of the church in good standing. The position shall be approved by the church through a majority vote and shall be served continuously until relieved by the pastor and deacons. The treasurer is responsible for the supervision of all funds received and disbursed by the church and is to present a monthly financial report to the church for review and approval. The treasurer's books and records must be available for audit or inspection at any time the deacon board may deem necessary. Record books shall also be audited as arranged by the church and all books, records and accounts kept by the treasurer shall be considered church property and preserved as historical record. All monies received and disbursed in the name of Lydia Baptist Church, Inc. of Newry, SC, such as tithes, love offerings, or fundraisers, will go through the church treasury. All monies are to be counted in the presence of the treasurer by no less than two (2) deacons after the service or event.

In the absence of the treasurer for an extended period of time, such as vacation or illness, the treasurer assistant shall conduct ordinary, daily function of the treasurer.

No one can sign a check, written on behalf of the church, except for the treasurer. The treasurer has no authority to use money for anything outside of the budget or approval from the pastor and at the minimum two (2) deacons.

Any money requested by a member must be authorized in the budget or approved by the pastor and at the minimum two (2) deacons. A receipt, bill, or estimate must be given prior to writing a check for disbursement. Designated money can only be used for the designated purpose it was collected for.

The church treasurer's job description (see Appendix A, Section 1) shall be under the supervision of Budget and Finance committee. The job description is to be reviewed and signed annually.

Section VII.

The Sunday School director shall be responsible for performing all duties necessary to the work and growth of the Sunday school Department. The director shall order and disburse all church material and office supplies. The director shall be responsible for asking approved members to serve as teachers and assistants and provide for them encouragement, the necessary material and training. A record of attendance shall be attained and filed every Sunday by the director.

Section VIII.

Nursery, children, and youth directors provide leadership for and function as the primary staff person(s) relating to the children of this church. They shall oversee the recruitment and training of adult volunteers. They plan and implement age appropriate activities that promote spiritual growth through faith development, fellowship, and fun. Any child under the supervision of a parent or guardian must fill out a waiver form prior to attending activities or trips. Directors shall coordinate fund-raising activities that support special activities and trips and promote Christian service through age appropriate service projects. Any member who works with the children of this church must attend First Aid and CPR training classes as provided by the church. Directors seek to integrate youth/children ministry into all phases of church life to create a culture that is intentionally intergenerational, striving to unite with and complement other church ministries.

Section IX.

The minister of music shall be responsible to the pastor, shall provide worshipful music at all worship services, shall direct the choir(s) in practice and public singings, cooperate with the pastor and other leaders in the selection of suitable music and devising of appropriate musical programs for all occasions where such services are needed.

Section X.

The musicians shall play for all public services and their assistants shall play in their absence. Likewise, all sound and media personnel shall operate all appropriate equipment as to provide audio and visual services for all public services.

Section XI.

Other church officers and positions shall be elected and approved by the church during a regular election.

Section XII.

The church custodian is a position held by a person or agency approved by majority vote by the church. The church custodian's job description (see Appendix A, Section 2) shall be under the supervision of Building and Grounds committee. The job description is to be reviewed and signed annually.

Section XIII.

Committee members are elected by majority vote. The first person named on a committee shall act as chairman until the committee can elect a chairman, the second person on a committee shall act as chairman in the absence of the first person. The duty of the chairman is to call meetings, organize action, and to assign duties to other members of the committee.

- A. The Activity committee serves a multi-purpose function, which includes socials, seasonal programs, decorations, and other activities.
- B. The Bereavement committee seeks to support members during the difficult time following the loss of a family member. The committee will provide (1) meal to active member's family. A family member is defined as a mother, father, children, step-children, grandchildren, grandparents, step-mother and father, siblings, son and daughter-in-laws, mother and father-in-law, and husband and wife. In the event that someone is not contacted before the service, a donation will be made to Hospice or to a suitable charity as requested by the family.
- C. The Flower committee shall be responsible for placing a flower in front of the pulpit in the sanctuary at regular intervals or for special occasions. It is also the responsibility of this committee to provide a flower for the service of a member's passed family member. A family member is defined as a mother, father, children, step-children, grandchildren, grandparents, step-mother and father, siblings, son and daughter-in-laws, mother and father-in-law, and husband and wife. In the event that someone is not contacted before the service, a donation will be made to Hospice or to a suitable charity as requested by the family. If the family member lived out of state, either flowers or a dedicated Gideon Bible will be sent.
- D. The Buildings and Grounds committee shall be responsible for the general supervision of church property (including vehicles) and facilities. The committee is authorized to spend up to five hundred (500) dollars for work, parts, or services that directly involve the repair, maintenance, and safety of

property and facilities. The committee shall bring any special circumstance involving large projects or monies to the pastor and deacons. After review it will be brought before the church during regular business meeting, or special meeting called for that purpose, to be discussed and/or voted on. It is the duty of the Buildings and Grounds committee to oversee the performance and job description of the custodian, which shall be reviewed and signed annually. This committee supervises the rental of church facilities. To reserve a building, a fifty (50) dollar deposit must be made for any non-church related activity. The money will be refunded if the building has been cleaned.

- E. The Senior ministry, referred to as the Golden Jewels, plans events, fellowships, and ministers to members age fifty-five (55) and older.
- F. The Ushers shall receive all tithes and offerings, hand out all materials, such as bulletins, and greet and assist all persons attending a service at the church. The Ushers shall also extend help, when needed, with parking and removal of vehicles before and after services.
- G. The Budget and Finance committee has general supervision over the annual budget and other matters of finance during the church's fiscal year (January 1 through December 31). Its members shall be: Chairman of Deacons, Vice Chairman of Deacons, Sunday School Director, WMU Director, Brotherhood Director, Music Director, and the Treasurer as an ex-officio member. This committee shall meet annually to review the previous year's expenses and accordingly create a budget that is consistent with the work of the church and its expenditures. This budget is to be presented to the church no later than December during the regular business meeting to be discussed and voted upon. It is the duty of this committee to oversee the performance and job description of the treasurer, which shall be reviewed and signed annually.
- H. The Nominating committee shall have the responsibility of annually reviewing currently serving teachers, officers, and ministry members and seeks to fill those positions with qualified members who are willing to serve during the church year (September 1– August 31). Its members shall be: Sunday School Director, Chairman of Deacons, WMU Director, Brotherhood Director, and two (2) members-at-large, which are chosen by the church during a regular business meeting no later than June of the current church year. The committee must present a list of those willing to serve to the church to be discussed and voted on no later than August of the current year.

Article IV. Adoption and Amendment

Section I.

This constitution and bylaws shall be considered as adopted and in immediate effect if and when two thirds (2/3) of the members present at the business meeting at which the vote is taken, shall vote in favor of adoption. This vote shall be taken not less than thirty (30) days after formal presentation to the church. The adoption of this constitution and bylaws shall supersede all previously adopted rules and regulations in conflict herewith.

Section II.

This constitution and bylaws may be amended or altered by a three-fourth (3/4) vote of the members present at any regular business meeting of the church, provided, however, that such amendment or alteration be given to the church clerk in writing. A vote shall be taken not less than thirty (30) days after a formal presentation of the change to the church.

Section III.

A copy of this constitution, bylaws, amendments and revisions, after voted passage by the church, shall be kept in the church library. New members are to be given a copy of the constitution and bylaws when they join the church.

Appendix A

Section I.

Treasurer job description:

GENERAL QUALIFICATIONS:

The Church Treasurer must be experienced in general office skills and demonstrate proficiency in general bookkeeping practices and be proficient in operating office and printing equipment of Lydia Baptist Church.

PRINCIPAL FUNCTIONS:

The Church Treasurer is responsible to the pastor and the church for performing her/his duties related to the ministries of Lydia Baptist Church. The Church Treasurer should radiate a personality that reflects Christ's concern for people; demonstrate technical competencies required of the position; and be of such Christian maturity and stability to be able to maintain composure and confidentiality in all situations. She/he shall be responsible for managing her/his work efficiently, coordinating with the events of the

church office; and maintaining a professional personal appearance while representing Lydia Baptist Church.

WORKING RELATIONSHIPS:

The Church Treasurer and this job description shall be evaluated annually by the Budget and Finance committee, with the assistance of the pastor.

It is understood that the Pastor and the Chairman of Deacons have the authority (as authorized by the church) to request the Church Treasurer to perform various tasks related to her/his job as needed in the church ministries.

RESPONSIBILITIES:

The Church Treasurer is responsible for the following:

1. Maintaining the church financial records.
2. Preparing and issuing checks for invoices and payroll in accordance with church policy.
3. Preparing monthly financial reports for the finance committee and church business meetings.
4. Making all deposits of all church tithes and offerings including all monies collected by the church staff for various church functions.
5. Maintaining church records of contributions (contribution records must be maintained with strict confidence). Contribution statements are to be disbursed to appropriate members no later than January.
6. Keeping records of all expenses for all budgeted items.
7. Preparation of the financial portion of the annual church letter.
8. Maintaining all social security and withholding records, and filing proper forms as prescribed by the Internal Revenue Service.
9. Performing other miscellaneous duties as are appropriate to the office of treasurer.
10. Pays all bills and taxes related to the function, status, and operation of the church.
11. The Church Treasurer shall be a member of the Budget and Finance committee.
12. Secure supplies as needed.
13. Advise the pastor and deacons of any potential financial concerns.

Section II.

Custodian job description:

1. Clean all buildings as becoming to good housekeeping, including, but not limited to, the duties shown below.
2. Custodian is not to remove or rearrange furniture, chairs, material, etc. without expressed permission.

WEEKLY:

1. Dust all furniture in auditorium and educational buildings, including piano and organ.
2. Vacuum all carpet areas and under benches in auditorium.
3. Clean out book racks, put all song books in place, and distribute song books around in auditorium.
4. Sweep all porches, entrances and steps.
5. Keep grass cut around church grounds and youth center. Keep litter picked up around buildings.
6. Clean rest rooms, including but not limited to sanitizing commodes and urinals and washing stall walls. Keep deodorant in all rest rooms. Keep rest rooms supplied with paper towels and toilet tissue.
7. Keep spider webs swept down from all buildings.
8. Report all needed repairs to Chairman of Deacons or Chairman of the Ground Committee.
9. Clean and sanitize nursery floor mats.

14. Sweep and mop fellowship hall floors. Make sure all tables are clean.

YEARLY:

1. Wash windows
2. Wax pulpit furniture, organ, piano, and pews.
3. Wax floor in fellowship hall. (every 6 months)