

# CONSTITUTION

## ARTICLE I - NAME

This Association shall be known as the Coffee County Baptist Association.

## ARTICLE II – MISSION STATEMENT

1. The purpose of this Association of churches is to encourage a spirit of unity, cooperation, and involvement in the mission of Jesus Christ in Coffee County and throughout the world.
2. In order that the churches may promote a more effectual work in World Missions, it is recommended that the churches cooperate with the Alabama Baptist State Convention and the Southern Baptist Convention.

## ARTICLE III - MEMBERSHIP

1. The membership of the Association shall be composed of the present affiliated churches who subscribe to its Articles of Faith, Constitution, and By-Laws.
2. Churches wishing to affiliate with the Association shall present a written request for admission to the Committee on Petitionary Letters at least sixty (60) days prior to the annual Associational meeting. The Committee on Petitionary Letters shall then present its recommendation to the Association in annual meeting for approval or rejection.
3. The Association shall have the authority to withdraw fellowship from any church that is not in order in faith and practice. A church may be excluded by action of the Association in annual meeting after investigation and recommendation of a duly authorized committee. Churches may withdraw fellowship from the Association at their pleasure.

## ARTICLE IV - MEETINGS

1. The Association shall hold its sessions annually at such time and place so designated by the Association, or in case of emergency, by the Executive Committee.
2. The Moderator and/or the Director of Missions (DOM) may call extra meetings of the Association Executive Committee when an urgent need requires such a meeting.
3. The Moderator and/or the DOM may call special meetings of the Association as directed by the Executive Committee.
4. The working body of the Association shall be composed of duly elected messengers from the affiliated churches.
5. Each affiliated church of the Association shall be entitled to at least three messengers without regard to numerical strength, and an additional messenger for every fifty members after the first fifty. No church shall have more than ten messengers.
6. It is further provided that regular ordained ministers of the Gospel residing within or holding pastorates within the Association shall be entitled to all the courtesies of the floor of the Association but without the right to vote except when elected by their church as messengers of the Association.

## ARTICLE V - OFFICERS

1. The general officers of the Association shall be Moderator, Vice-Moderator, Clerk, Treasurer, and Associational Secretary.
2. These officers shall be recommended to the Messengers of the Association Annual Meeting by the Nominating Committee during the first business session and election shall follow in the second business session of the Annual Meeting. They will begin their tenure of office at the close of the annual session, and will serve until the close of the next annual session, or until their successor shall be elected or installed.
3. The Moderator shall be limited to not more than two successive years of service.

4. The other officers of the Association shall be a Chairman of Evangelism, Sunday School Director (ACTeam), Discipleship Training Director, Director of Woman's Missionary Union, Brotherhood Director, Chairman of Stewardship and Finance, Associational Director of Church Music, Chairman of Missions Development Committee, Chairman of History Committee, and any other officers so designated by the Association.

## ARTICLE VI – COMMITTEES

### 1. THE EXECUTIVE COMMITTEE

The Association Messengers at the Annual Meeting shall authorize an Executive Committee to conduct the work of the Association between annual sessions. This Executive Committee shall be composed of one (1) active pastor of the affiliated churches and one (1) lay member selected by each affiliated church. This Executive Committee shall not transact any business of the Association without a quorum of not less than ten (10) churches being represented. The regular scheduled meetings of this Executive Committee shall be every other month beginning in January, excluding November, since it falls so closely behind the annual meeting.

### 2. THE STANDING COMMITTEES

The Association shall have the following Standing Committees which shall function throughout the year and report to the annual meeting, namely: Nominating Committee; Committee on Committees; Stewardship and Finance Committee; Time/ Place/ Preacher/Program Committee; Personnel Committee (when deemed necessary); Committee on Petitionary Letters (when deemed necessary); Resolutions Committee; and such additional committees as needed. All standing committees will consist of members elected for a three year term. When an individual rotates off (completes his/her term) a committee, that individual will not be eligible to serve on that committee until one year has passed.

### 3. THE ASSOCIATIONAL COUNCIL

The Association shall have an Associational Council, consisting of the Director of Associational Missions, who will serve as chairman, Associational Secretary, Treasurer, Sunday School ACTeam Director, Discipleship Training Director, WMU Director, Brotherhood Director, Chairperson of Stewardship/Finance Committee, Evangelism Committee Chairman, Missions Development Chairperson.

## ARTICLE VII - ORGANIZATIONS

The Association shall encourage and promote such Associational organizations as Sunday School, Discipleship Training, Missions Development Committee, Woman's Missionary Union, Brotherhood, Evangelism, Music, Stewardship, and other organizations with their full staff of officers and program personnel necessary for the promotion of the work which is in keeping with the purpose of the Association.

## ARTICLE VIII - TRUSTEES

There shall be three trustees of the Association, one preferably a lawyer, serving terms of three years, with the term of one expiring each year. On nomination by the Nominating Committee, one new trustee shall be elected for three (3) years at the annual meeting. No trustee shall be eligible to succeed himself until after the lapse of one (1) year. No two shall be from the same church.

## ARTICLE IX - AUTHORITY

The Association shall have no power to infringe upon the rights or usefulness of any church or churches. All churches in the Association shall remain independent and sovereign. The Association may advise or offer recommendations for their adoption and guidance, but these cannot be binding on the church in any way.

## ARTICLE X - AMENDMENTS

The Constitution may be amended, except for ARTICLE IX, at the Annual Meeting of the Association by the majority vote of the Messengers. The Constitution may be amended by the following procedure: Present proposed amendment (s) in writing to the Executive Committee at the September meeting. If approved by the Executive Committee in September, the proposed amendment (s) will be presented at the first business session of the Annual Meeting and voted on at the second business session of the Annual Meeting.

Revised October 18, 2008

**BY-LAWS OF THE  
COFFEE COUNTY BAPTIST ASSOCIATION, INC.**

BY-LAW I

1. The sessions of this Association shall be opened and closed with prayer
2. Where the ARTICLES OF INCORPORATION and BY-LAWS and special order do not prescribe otherwise, ROBERT'S RULES OF ORDER shall be followed as the Association's rules for conducting its deliberative assemblies.

BY-LAW II  
Associational Year

The fiscal year shall run October 1 to October 1 and all reports shall be from the fiscal year.

BY-LAW III  
Annual Meeting

The annual meeting of the Association shall be held on the dates and at the place recommended by the Time, Place, Preacher, Program Committee and approved by the body. The Time, Place, Preacher, Program Committee is authorized to make adjustments in the time and place as may be necessary because of circumstances which may develop after the close of the annual meeting.

BY-LAW IV  
Duties of Officers

1. The Moderator shall call the session to order and preside over the meeting of the annual sessions and the Executive Committee. He shall direct the affairs of the Association in an orderly manner and in a Christian spirit.
2. The Vice-Moderator shall preside over the meetings in the absence of the Moderator or at the request of the Moderator, and shall assist the Moderator in such ways as the Moderator may direct.
3. The Clerk shall keep a full and accurate record of all business of the Association and the Executive Committee. At each meeting, he shall be prepared to read the minutes of the previous meeting. All records shall be kept in a fireproof safe between meetings.
4. The Treasurer shall receive all funds of and for the Association not otherwise designated and shall disburse all funds in accordance with the adopted associational budget or the specific instruction of the Association. He shall keep accurate records of all monies received, with sources and designations of the same. He shall make reports to the regular meeting of the Association and have those reports approved. The Executive Committee shall have the treasurer's reports audited at the close of the fiscal year, and the report of the audit shall be made at the annual meeting for approval.
5. The Historian shall write in orderly form the events of the Association beginning with its organization. He shall make records of current events of each fiscal year, and these facts read to the Association for its adoption. These records shall be kept in a fireproof safe or vault.
6. The Music Director shall have charge of the music at all the annual meetings of the Association and at any others so directed by the Moderator.
7. The heads of the departments, designated as officers in ARTICLE V of the Constitution and Article V of the Articles of Incorporation, are expected to promote the work in their departments in keeping with the standards of the

Association and the general policies of the Southern Baptist Convention. Each department head is expected to submit a written report in the annual meeting of the Association.

#### BY-LAW V Committees and their Duties

There shall be an organization of committees and missions performance organizations with councils to carry out all administrative and ministry/mission duties. These organizations are to be listed on the first page of the Associational Organizational Manual and an organizational chart shall accompany same.

All committees shall be classified as either MINISTRY/MISSION councils or ADMINISTRATIVE committees. This will delineate between those committees' functions and it should be the desire of the Association to, in its creation of new committees and/or its use of existing committees, to keep this delineation between the two functions of this Association.

The duties of the Committees and Councils and their respective members shall be written in the Associational Organizational Manual, which is to be written and approved by the Body in accordance with these By-Laws and other rules governing this association. This Association Organizational Manual is to be incorporated, by reference, into these By-Laws and given full force as if written in this document.

The association may also have such fellowships, to be decided upon and operated outside the administrative control of the association and the Executive Committee. These fellowships are purely for Christian brotherhood and not administrative in any way.

#### BY-LAW VI Associational Sermons

Beginning in 1995 the Doctrinal and Missionary sermon shall alternate to compensate for the one day Annual Meeting (1995 Annual Meeting message will be a doctrinal message and the following year, 1996) will be a missionary message, alternating accordingly after that at the Associational Meeting.

#### BY-LAW VII Visitors Privilege

Persons invited to sit in the Associational Meeting may be extended the privilege of the floor except to vote.

#### BY-LAW VIII Privileges of Members

All members will have full privileges accorded by the Association. Any member desiring to speak shall arise and address the Moderator, identify himself and the church he represents and be recognized by the Moderator. He shall then confine himself to the subject under discussion. No members shall speak more than twice on the same subject without leave of the body. No member shall be permitted to indulge in any conduct that might annoy the body.

#### BY-LAW IX Publication of Minutes

The ARTICLES OF INCORPORATION, CONSTITUTION, BY-LAWS, ARTICLES OF FAITH, RECORD OF ORGANIZATION, a summary of the deliberations, and the various reports and recommendations, along with the tables of statistics, shall be published in the annual minutes of the Association. Any other matter as directed by the Association as prescribed by the Constitution shall be included in the published minutes.

#### BY-LAW X Amendments

The By-Laws may be amended or altered by the majority vote of the members in the session, provided the amendment is presented in writing at the first business session at the Annual Meeting and the vote is to be taken at the afternoon business session of the Annual Meeting.

The Executive Committee shall have the authority to make and ratify any and all temporary amendments to the By-Laws by a 2/3 (two-thirds) vote of all of the members present, provided there exists a quorum.

Said amendment shall be in force until such time as the next regular or special called meeting of the Association shall take place; at which point said amendment **MUST** be ratified by a majority vote of the members of the Association in order to become a permanent part of the By-Laws.

The Executive Committee shall have the power to amend and alter the entries in the Associational Organizational Manual by a vote of a majority of those present, provided there is a quorum. This amendment does not require the approval of the Body of the Association, as this is purely administrative.

#### BY-LAW XI

ALL Committees shall submit to the Finance and Stewardship Committee a request for funding no later than SIXTY DAYS prior to the convening of that committee for the purpose of finalizing the budget for the next Associational Year. Any and all expenditures of the committees which would be outside of those submitted **MUST** be approved by the Finance and Stewardship Committee and ratified by the Executive Committee prior to purchase or expenditure.

Approved changes October 1994

#### ABSTRACT OF FAITH

1. We believe in only one true and living God, the Father, the Son and the Holy Spirit, and these three are one.
2. We believe that the Scriptures of the Old and New Testaments are the Word of God and the only rule of faith and practice.
3. We believe in the doctrine of eternal and practical election.
4. We believe in the doctrine of original sin.
5. We believe in man's incapacity to recover himself from the fallen state he is in by nature, by any exertion of his own will.
6. We believe that sinners are justified in the sight of God only by the imputed righteousness of Jesus Christ.
7. We believe that the saints shall persevere in grace and never fall away.
8. We believe that baptism and the Lord's Supper are church ordinances and that the saved only are Scriptural subjects for baptism, and only the baptized believer is eligible to the Lord's Supper, and that immersion only is baptism.
9. We believe in the resurrection of the dead and the general judgment.
10. We believe that the punishment of the wicked will be everlasting, and that the joys of the righteous will be eternal.