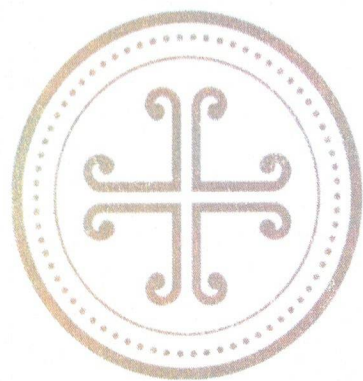




EXCELL
BAPTIST CHURCH

**EXCELL BAPTIST CHURCH
CONSTITUTION and BYLAWS**

328 Excell Road
Clarksville, Tennessee 37043

EXCELL BAPTIST CHURCH CONSTITUTION

**328 Excell Road
Clarksville, Tennessee 37043**

Preamble

We, the members of Excell Baptist Church, recognize the church of Jesus Christ as a spiritual organization, divinely instituted for the gospel of God. We believe a church to be comprised of the redeemed people of God, who have been saved by Jesus, the Son of God, are encouraged, equipped, and empowered by the Spirit of God, instructed by and submitted to the inerrant and infallible Word of God, who participate in the revealed mission of God, all for the glory of God.

Article I

Name

The congregation shall be known as Excell Baptist Church of Clarksville, Tennessee. Excell Baptist Church of Clarksville, Tennessee, may be referred to as Excell Baptist Church, Excell Baptist, EBC, or the Church. A capital 'C' refers to the proper noun Excell Baptist Church, and a lowercase 'c' refers to the church universal.

Article II

Mission Statement

We exist to glorify God and make disciples of all nations for the sake of His name. (1 Chronicles 16:24; Matthew 28:16-20; John 17:4; Acts 1:8; Romans 11:36; Ephesians 3:21)

Article III

Declaration

We declare that we are an assembly of baptized believers submitted to the Lordship of Jesus Christ (Romans 6:1-14). We are unified by mission and purpose for the worship of Almighty God (Matthew 22:37-40, Matthew 28:16-20; Romans 12:1-2) and joined in the faith and the fellowship of the Gospel. We firmly state that we: (a) Acknowledge Jesus Christ as the only Son of God (Romans 1:4-5) and Head of the Church (Ephesians 1:22, 5:23; Colossians 1:18, 2:10); (b) Receive the Holy Spirit as our Comforter and Guide (John 14:16, 26, 15:26); (c) Determine matters of faith and practice by applying the Holy Scriptures as the only standard (2 Timothy 3:16-17); and (d) Use Biblical doctrine to rule our personal and corporate conduct.

Excell Baptist Church is autonomous and maintains the right to govern its own affairs, independent of denominational control. Recognizing, however, the universal communion of followers of Christ and for the benefit of a wider association, this Church will participate in Southern Baptist life within its various national, state, and local entities.

Excell Baptist Church Constitution & Bylaws

Article IV Articles of Faith

Excell Baptist Church affirms The Baptist Faith and Message 2000 (including the 14 June 2023 Amendment) as a statement of its beliefs.

Charter Members

Pat Carpenter
J.R. Carrigan
Mrs. J.R. Carrigan
Phillip Carrigan
Johnny Chandler
Kate Chandler
Mitchell Chandler
Mrs. Will Chandler W.
Willie Chandler
Eddie Goodall
Ronnie Goodall

William Goodall
Mrs. William Goodall
Ann Jackson
Billy Jackson
Mrs. Jackson
Terry King
Vernon King
Mrs. Vernon King
Joyce Murphy
Mrs. Willie Murphy

Jesse Powell
Mrs. Jesse Powell
Larry Robinson
Peggy Robinson
Robert Robinson
Mrs. Robert Robinson
Brandon Young
Mrs. Brandon Young
Carolyn Young
Kathy Young

Pastors (* = *Interim*)

* Archie Partain (1959-60)
* Nat Phillips (1959-60)
* H.A. Hamby (1959-60)
Charles Hunt (1960-61)
R.B. Macken (1961-65)
* Henry J. Hey (1965)
David O. Yarbrough (1965-70)

Duane Forderhase (1970-78)
* Fred McGehee (1978-79)
Jim Atkins (1979-81)
* Art Burcham (1982)
Glenn Ellis (1985-86)
* Art Burcham (1987)
Wesley Shotwell (1987-91)

* Billy Chitwood (1991-93)
Harold Skaggs (1995-96)
* Art Burcham (1995-96)
Terrell Marcom (1996-2023)
* Wally Vinson (2023-24)
Hunter Hanson (2024-)

EXCELL BAPTIST CHURCH BYLAWS
328 Excell Road
Clarksville, Tennessee 37043

<i>Contents</i>	<i>Page Reference</i>
Article I: Pastor(s) / Elder(s)	5
1.1 Qualifications of Pastors / Elders	6
1.2 Senior Pastor / Elder	6
1.2.1 Single Pastor / Elder Contingency	6
1.3 Associate Pastor(s) / Elder(s)	6
1.3.1 Lay Elder(s)	7
1.3.2 Pastoral Intern(s)	7
1.4 Appointment of Pastors / Elders	7
1.4.1 Senior Pastor / Elder	7
1.4.2 Associate Pastor(s) / Elder(s)	8
1.4.3 Lay Elder(s)	8
1.4.4 Pastoral Intern(s)	9
1.5 Term of Pastors / Elders	9
1.5.1 Senior Pastor / Elder	9
1.5.1a Immediate Dismissal of Pastor(s) / Elder(s)	9
1.5.2 Associate Pastor(s) / Elder(s)	10
1.5.3 Lay Elder(s)	10
1.5.4 Pastoral Intern(s)	10
Article II: Staff and Support	10
2.1 Ministerial Staff (paid part-time)	10
2.2 Staff (paid non-ministerial staff)	11
2.3 Support (volunteers)	11
2.3.1 Finance and Personnel Team	12

Excell Baptist Church Constitution & Bylaws

Article III: Deacons	13
3.1 Qualifications of Deacons	13
3.2 Duties of Deacons	13
3.3 Appointment of Deacons	13
3.3.1. Members Eligible for Election as Deacon	14
3.4 Term of Deacons	14
Article IV: Ordination	14
4.1 Ordination Process	15
4.2 Weddings and Funerals	15
Article V: Meetings of the Members	15
5.1 Worship Gatherings	15
5.1.1 Ordinances	15
5.2 Member's Meetings (i.e. "Business Meetings")	15
5.3 Prayer Meetings	16
5.4 Special Meetings	16
5.5 Emergency Meetings	16
Article VI: Church Membership	16
6.1 Qualifications for Church Membership	16
6.2 Admission of Members	17
6.2.1 Associate Membership	17
6.3 Membership Duties and Privileges	17
6.4 Dismissal of Members	18
Article VII: Church Discipline	18
Article VIII: Weddings	19
Article IX: Officers	20
9.1 Moderator	20
9.1.1 Moderator	20

Excell Baptist Church Constitution & Bylaws

9.1.2 Vice-Moderator	21
9.2 Trustees	21
9.3 Clerk	21
9.4 Treasurer	22
Article X: Fiscal Year	22
Article XI: Budget	22
Article XII: Voting	23
Article XIII: Church Member's Covenant	24
Article XIV: Indemnification	25
Article XV: Amendments	25
Article XVI: Books and Records	26
Article XVII: Dissolution	26

Article I Pastor(s) / Elder(s)

The term pastor is used interchangeably in the New Testament with “overseer,” “shepherd,” and “elder” (Acts 20:17, 28; Ephesians 4:11; 1 Timothy 3:1-7; Titus 1:5-9; 1 Peter 5:1-2). God has given pastors / elders to the church as overseers to shepherd the people of God.

Pastors / Elders are to be servant leaders of the church. In keeping with the principles of Acts 6:1-6, Ephesians 4, and 1 Peter 5:1-4, the pastors / elders shall devote their time to prayer, the ministry of the Word (teaching and encouraging in sound doctrine), the equipping of the saints for the work of the ministry, and the shepherding of God's flock. Pastors / Elders will provide direction, oversight, and leadership to the congregation, deacons, church officers, committees, ministry teams, and ministerial staff to achieve these ends. Pastors / Elders may establish ministry positions, teams, or subcommittees to assist them in fulfilling these responsibilities.

An elder's term of office may be terminated by resignation or by dismissal according to the Church Discipline policies and in accordance with the instructions of our Lord in Matthew 18:15–17 and 1 Timothy 5:17–21. Following the process of addressing the concern, any of the elders may be dismissed by a 75% vote of the members in attendance at a specially called member's meeting of the church.

Though a plurality of elders is preferred, in the event of a single qualified elder, the elder will lead in cooperation with the Deacon body (Proverbs 11:14).

Section 1.1 Qualifications of Pastors / Elders

Elders must fully meet the qualifications outlined in Scripture (1 Timothy 3:1-7; Titus 1:5-9; 1 Peter 5:1-3). Elders must be men¹ above reproach in the eyes of the church and the community, meaning that nothing in their character and reputation will dishonor Christ and the Church nor detract from the ministry of God's Word. Elders must also agree with and be willing to abide by the Constitution and Bylaws, the Statement of Faith, and the Membership Covenant. Although some Elders may not be able to serve full-time, all are expected to be willing and able to devote significant amounts of time and energy to fulfilling their responsibilities.

Section 1.2 Senior Pastor / Elder

The Church shall be directed by the Elder body and assisted by the Deacon body under the Headship of Jesus Christ and empowered by the Holy Spirit. The Senior Pastor is the first among equals. The Senior Pastor is to oversee the spiritual and business affairs of the Church. (Acts 20:17-35; 1 Timothy 5:17; 1 Peter 5:1-3)

The Senior Pastor shall lead the Church by preaching God's Word, proclaiming the Gospel of Jesus Christ, and giving leadership to the entire work of the Church. The Senior Pastor shall meet all the qualifications of an elder and hold all the rights and responsibilities of a member of the Church. (1 Timothy 3:1-7; Titus 1:5-9; 1 Peter 5:1-3)

Section 1.2.1 Single Pastor / Elder Contingency

Though a plurality of elders is preferred, in the event of a single qualified elder, the Senior Pastor / Elder will lead in cooperation with the deacons, (Proverbs 11:14). This policy applies to every instance throughout these bylaws where the Elder body is mentioned.

Section 1.3 Associate Pastor(s) / Elder(s)

The Church may call additional staff pastors whose relationship to the Senior Pastor is that of Associate.

An Associate Pastor shall be an elder. He shall perform the duties of an elder described in Section 1.1: Qualifications of Pastors / Elders and shall be recognized by the Church as particularly gifted and called to the ministry of preaching and teaching.

He shall assist the Senior Pastor in the performance of his regular duties and shall perform any other duties specifically assigned to him by the congregation.

¹ Contrary to contemporary cultural and societal trends and norms, man / male, as established in Scripture, is defined as a biological male with XY chromosomes; woman / female, as established in Scripture, is defined as a biological female with XX chromosomes. These definitions apply throughout this Constitution and Bylaws and all documents for Excell Baptist Church.

In the absence or incapacity of the Senior Pastor for defined periods of time (such as sabbatical or illness), the Associate Pastor(s) / Elder(s) shall assume the responsibility for the Senior Pastor's duties under the oversight of the Elder body.

Section 1.3.1 Lay Elder(s)

Lay Elder(s) are pastors of the Church who are not on the paid staff of the Church. They must still meet the qualifications that are prescribed in Scripture and defined in Section 1.1 Qualifications of Pastors / Elders. (1 Timothy 3:1-7; Titus 1:5-9; 1 Peter 5:1-3) The Church shall recognize men gifted and willing to serve in this calling, in accordance with the constitutional provisions in Section 1.4 Appointment of Pastors / Elders.

Section 1.3.2 Pastoral Intern(s)

The church may call pastoral intern(s) whose relationship to the Senior Pastor is that of special assistant.

A pastoral intern shall not be an elder. He shall assist the Senior Pastor and Associate Pastor(s) / Elder(s) in the performance of their regular duties and shall perform any other duties as usually pertain to the office of pastor / elder. The Senior Pastor shall define the term and responsibilities of the pastoral intern(s).

Section 1.4 Appointment of Pastors / Elders

This section will define the process for appointment for the following positions: Senior Pastor, Associate Pastor(s), Lay Elders, and Pastoral Intern(s).

Section 1.4.1 Senior Pastor / Elder

The Elder body will nominate members for the Senior Pastor Search Committee to the Church body for a vote of affirmation. In the absence of a plurality of Elders, the Deacon body will nominate members for the Senior Pastor Search Committee to the Church body for a vote of affirmation.

When the Senior Pastor / Elder Search Committee identifies a candidate for the position of Senior Pastor, they shall submit the recommended candidate to the Church Membership for a vote to determine whether to extend a call to the candidate. The members of the Church must be given adequate opportunity to assess the following before being asked to express its judgment:

- the preaching gifts of any potential Senior Pastor / Elder
- the candidate's wholehearted assent to the Statement of Faith, Church Covenant, and the polity of the church

A minimum of 75% vote of members attending a worship gathering will indicate the congregational affirmation for a Senior Pastor / Elder. In the absence or incapacity of the Senior Pastor, the Elder body shall assume responsibility for his duties. In the absence of a plurality of Elders, the Deacon body shall assume responsibility for his duties.

The Senior Pastor shall meet all the qualifications and hold all the rights and responsibilities of a member of the Church immediately upon appointment. Their immediate family members who meet the qualifications of membership (as detailed in Article VI: Church Membership) shall hold all the rights and responsibilities of a member of the Church.

Section 1.4.2 Associate Pastor(s) / Elder(s)

When the need for an Associate Pastor is affirmed by the Senior Pastor, the Finance and Personnel Team, and confirmed by a congregational vote of no less than 75% of attending members at a Church member's meeting, then a search committee will be formed and will begin the search process for an Associate Pastor. The members of the search committee will be determined by the Senior Pastor and the Finance and Personnel Committee. Once the search committee has identified the appropriate man for the position, the candidate will be recommended to the Church for a vote of affirmation. A minimum of 75% vote of members attending a special called member's meeting will indicate the congregational affirmation for an Associate Pastor.

The Associate Pastor shall meet all the qualifications and hold all the rights and responsibilities of a member of the Church immediately upon appointment. Their immediate family members who meet the qualifications of membership (as detailed in Article VI: Church Membership) shall hold all the rights and responsibilities of a member of the Church.

Section 1.4.3 Lay Elder(s)

Lay Elder(s) are men who shall be identified by the Senior Pastor, and if a plurality of elders is present, in cooperation with the Elder body. Once a Lay Elder candidate has been identified by the Senior Pastor (and the Elder body), they shall go through a process of elder training (as determined by the Senior Pastor / Elder and Elder Body). Once this step has been successfully completed, Lay Elder candidates shall be presented to the congregation for a time of evaluation of their qualifications. This period of evaluation shall last for no less than three months. Once this time of evaluation by the congregation is complete, the Lay Elder candidate(s) will be recommended to the church for a vote of affirmation. A minimum of 75% vote of members attending a special called member's meeting will indicate the congregational affirmation for a Lay Elder. This process seeks to follow Paul's guidelines for appointing an elder outlined in 1 Timothy 5:22-25.

Section 1.4.4 Pastoral Intern(s)

When the opportunity for a Pastoral Intern is affirmed by the Senior Pastor and the Elder Body, they shall identify a man and extend the invitation to serve. The Senior Pastor shall provide the direct oversight and development.

In the event there is an opportunity for a paid Pastoral Internship, the Senior Pastor and Finance and Personnel Committee shall propose the opportunity to the congregation for a vote of no less than 75% affirmative vote of attending members at a Church member's meeting. The Senior Pastor will begin the search process for the Pastoral Intern. Once the Senior Pastor has identified the appropriate man for the position, he can hire the candidate without a congregational vote of affirmation.

Section 1.5 Term of Pastors / Elders

This section will define the terms of service for the following positions: Senior Pastor, Associate Pastor(s), Lay Elders, and Pastoral Intern(s).

Section 1.5.1 Senior Pastor / Elder

The Church shall call the Senior Pastor, and he will serve indefinitely without needing a reaffirmation vote. He shall be at liberty to resign on giving a written four-week notice (at a minimum) of his intention.

The Church shall have the right to remove the Senior Pastor from office and terminate his employment by providing a similar written notice of no less than four weeks. The Senior Pastor / Elder may be terminated only by way of 75% majority vote of members present. At least thirty days (30) days prior to any meeting called for such a vote, public notice must be given by the Elder body in a regular Sunday worship service of the Church, notice must be repeated in at least one other Sunday worship service; such notice must be given during the regular announcement time during the service. Such a vote will occur after being announced to the congregation no less than two Sundays prior to the vote. In order to call such a vote, a petition must be signed by a minimum of 51% of the membership of the Church.

If the Church votes to terminate, then the Pastor shall be given (90) days salary and other compensation and his service shall end immediately, and he is to turn in all property belonging to the Church.

Section 1.5.1a Immediate Dismissal of Pastor(s) / Elder(s)

Due to the high biblical standards for Pastors / Elders, in the event of egregious sin(s), the Elder body shall immediately suspend the pastor, without pay, and call a special member's meeting to follow the procedure as outlined in [Article VII: Church Discipline](#). Though a plurality of Elders is preferred, in the event of a single qualified Pastor / Elder model, the Deacon body will be responsible for this action.

Excell Baptist Church Constitution & Bylaws

Section 1.5.2 Associate Pastor(s) / Elder (s)

The Church shall call the Associate Pastor / Elder, and he will serve indefinitely without needing a reaffirmation vote. He shall be at liberty to resign on giving a written four-week notice (at a minimum) of his intention. The Church shall have the right to remove the Associate Pastor / Elder from office and terminate his employment by providing a similar written notice of no less than four weeks. The decision to remove the Associate Pastor / Elder will be determined by the Senior Pastor in cooperation with the Elder body.

Section 1.5.3 Lay Elder(s)

Lay Elders shall serve for an indefinite term with an affirmation vote of 75% by the members of the Church at a special-called member's meeting.

Section 1.5.4 Pastoral Intern(s)

Pastoral Interns will serve for the amount of time determined by the Senior Pastor and the Personnel and Finance Committee. The Church shall have the right to remove the Pastoral Intern at any time at the discretion of the Senior Pastor in cooperation with the Elder body.

Article II Staff and Support

Leading, managing, maintaining, and serving a healthy church is a sacred and weighty responsibility. Scripture provides clear guidance on the importance of delegation to foster health, growth, and unity within the body, while also allowing leaders to maintain a focused and faithful ministry (Exodus 18). It also emphasizes the wisdom of seeking counsel from others when making decisions (Proverbs 11:14; 15:22).

In light of this, Excell Baptist Church may, when necessary, hire staff or establish support roles, teams, or committees to assist in the work of ministry for the good of the church and to support its leaders in fulfilling their calling.

Section 2.1 Ministerial Staff (paid part-time)

In conjunction with the Finance and Personnel Team, the Elder Body may establish and fill part-time or full-time staff positions to assist in the daily ministry of Excell Baptist Church. (Positions that may be included in this section are the Children's Ministry Director, Music Minister, etc.) The complete hiring process, including interview(s), and onboarding will be determined by the Elder Body and Finance and Personnel Team.

The hiring process shall include the Elder body conducting the search and interview process. Once the Elder body has determined a suitable candidate, they shall extend a call to the candidate to fill the open position.

Excell Baptist Church Constitution & Bylaws

In the event that the employment relationship is terminated at the request of the employee, and in the absence of some agreement to the contrary, the employee owes notice no less than fourteen (14) days; if notice is less than fourteen (14) days, termination may be immediate.

The employment of the ministerial staff shall be under the jurisdiction of the Senior Pastor / Elder and the Elder body for the specific employment task and shall be governed and controlled by the terms determined by the Finance and Personnel Team.

Ministerial Staff (paid part-time) shall meet all the qualifications and hold all the rights and responsibilities of a member of the Church immediately upon appointment. Their immediate family members who meet the qualifications of membership (as detailed in Article VI: Church Membership) shall hold all the rights and responsibilities of a member of the Church.

In the event of a single qualified Elder, the Pastor / Elder will make such decisions in cooperation with the Deacon body. (see Section 3.2 Duties of Deacons)

Section 2.2 Staff (paid non-ministerial staff)

In conjunction with the Finance and Personnel Team, the Elder Body may establish and fill part-time or full-time staff positions to assist in the daily ministry of Excell Baptist Church. (Positions that may be included in this section are the secretary, janitor, etc.) The complete hiring process, including interview(s), and onboarding will be determined by the Elder Body and Finance and Personnel Team.

In the event that the employment relationship is terminated at the request of the employee, and in the absence of some agreement to the contrary, the employee owes notice no less than fourteen (14) days; if notice is less fourteen (14) days, termination may be immediate.

The employment of the non-pastoral staff shall be under the jurisdiction of the Senior Pastor / Elder and the Elder body for the specific employment task and shall be governed and controlled by the terms determined by the Finance and Personnel Team.

The Church reserves the right to terminate the employment relationship at any time. To ensure an open and fair process, such decision(s) will be determined by the Senior Pastor / Elder and Elder body in coordination with the Finance and Personnel Team.

All non-ministerial staff members must be able to affirm the essentials of the Christian faith.

Section 2.3 Support (volunteers)

With the affirmation of the Church, the Senior Pastor /Elder may appoint special volunteer roles, teams, or committees – either for a defined term or on an ongoing basis – to assist in various aspects of church operations (Acts 6:3-4; Titus 1:5).

These support roles are intended to build up the body of Christ and to enable the Church to operate in good order and effectiveness (1 Corinthians 14:40; Ephesians 4:11-12).

Excell Baptist Church Constitution & Bylaws

The appointed roles may include, but are not limited to, the following:

- Service and Administration (Romans 12:6-8; 1 Peter 4:10-11)
- Hospitality and Care Ministries (Romans 12:13; Hebrews 10:24-25)
- Resource Stewardship and Financial Oversight (2 Corinthians 8:19-21; 1 Timothy 3:8-9)
- Outreach, Evangelism, and Discipleship Support (Matthew 28:19-20; Colossians 1:28)
- Teaching and Equipping Roles as delegated by the Senior Pastor / Elder (2 Timothy 2:2)

All such appointed roles shall operate under the oversight of the Senior Pastor and in alignment with the vision, mission, and doctrine of the church (1 Thessalonians 5:12-13; Hebrews 13:17).

Section 2.3.1 Finance and Personnel Team

For the sake of accountability, wise stewardship, and healthy church governance, Excell Baptist Church shall establish a Finance and Personnel Team to support the Senior Pastor / Elder in specific areas of leadership and oversight.

To ensure faithful stewardship of Church resources, the Finance and Personnel Team is tasked with supporting the Senior Pastor / Elder in the management and use of church assets (1 Corinthians 4:2; 1 Peter 4:10) and to assist the Senior Pastor / Elder in developing and maintaining sound policies, procedures, and personnel practices (Galatians 6:10; 1 Thessalonians 5:12-13).

- The team shall consist of a minimum of five members of Excell Baptist Church who possess relevant skills and experience in finance, human resources, administration, accounting, or related areas (Exodus 18:21; Proverbs 11:14).
- Each member shall serve a three-year term, followed by a mandatory one-year sabbatical before being eligible for re-election (Ecclesiastes 3:1).
- The full Finance and Personnel Team shall be affirmed annually by a simple majority vote of the Church Membership during the first Member's Meeting of the calendar year (Acts 14:23).

Article III Deacons

Based on the biblical language surrounding the office, deacons are qualified men who serve Jesus Christ by serving the local church. The role of a deacon is simultaneously one of service and leadership because deacons lead by serving. While a pastor's role is to serve by leading in ministering the Word of God and leading the church directly, deacons lead through serving the tangible needs of the church body (Acts 6:1-7; 1 Timothy 3:8-13). These members shall be received as gifts of Christ to His Church and set apart as deacons (Ephesians 4:7, 11-13). Their number shall vary (1) based on the needs of the Church, and (2) as those who meet the qualifications are found. These men shall be received as gifts of Christ to His Church and set apart for service.

Section 3.1 Qualifications of Deacons

Deacons and nominees for Deacon shall be men who are Church members who demonstrate godly character and possess particular gifts of service. Deacons are recognized and selected for exemplifying the godly characteristics outlined in I Timothy 3:8-13. Illustratively, though not exhaustively, some of these characteristics include being of sound doctrine and character, not deceptive in speech, without addictions, being a good husband (if married), a good father (in the case of having a family), faithful, and full of the Holy Spirit and wisdom (Acts 6:3; 1 Timothy 3:8-13).

Section 3.2 Duties of Deacons

Deacons are recognized Church servants under the leadership of the Senior Pastor / Elder and in submission and service to the congregation as an act of worship to the Lord Jesus Christ.

Deacons serve by facilitating the various ministries of the Church by working to meet the tangible needs of the Church, pursuing, and maintaining Church unity, assisting the Elder body as they minister to the needs of the congregation, praying regularly for the Church and its staff, and by pursuing and modeling personal holiness and godliness for the Church (Acts 6:1-7; Ephesians 4:11-13). In keeping with his spiritual gifts, an individual deacon will sometimes be tasked with specific roles and duties that fall within the above categories of service as the Church needs.

Section 3.3 Appointment of Deacons

As the needs of the Church arise, the Elder body will seek nominations from the members of the Church through announcements at a minimum of three public worship services. The Elder body shall give due consideration to any recommendation received by conducting a thorough vetting process to identify men who are full of faith, wisdom, and the Holy Spirit (Acts 6:3-5) who are willing to serve as a Deacon. A nominee must receive a nomination of at least 10% of the membership of the Church (not under Church disciplinary action) to be given due consideration and vetting.

Upon the completion of the vetting process of the slate of candidates, the Elder body shall submit the slate of candidates to the Church membership for approval using a written ballot. All Church members over the age of sixteen (16) are eligible to vote for Deacons at a member's meeting or a specialty called meeting. A Deacon candidate must receive a 75% majority vote to be appointed.

Section 3.3.1 Members Eligible for Election as Deacon

All male members of the Church who are at least 25 years old and have faithfully served in the life of the church for a minimum of one year are eligible to serve as a Deacon, except the following who shall not be eligible:

- Ordained Ministers currently serving in other churches as interim pastors, evangelists, or substituting in other pulpits.
- Professional Staff Members and full-time employees of the Church during their employment and for one year after the person has left the employment of the Church.
- Those who, in the judgment of the Elder body, do not satisfy the Scriptural qualifications of a Deacon as outlined in Acts 6:1-7 and 1 Timothy 3:8-13.

Section 3.4 Term of Deacons

A Deacon's term of office may be terminated by resignation or by dismissal according to the Church Discipline policies and in accordance with the instructions of our Lord in Matthew 18:15-17 and 1 Timothy 5:17-21. Following the process of addressing the concern, any of the Deacons may be dismissed by a 75% vote of the members in attendance at a specially called member's meeting of the Church.

**Article IV
Ordination**

Ordination refers to the unanimous recognition by the Elder body of a man's call to the ministry, preparation as a shepherd, and qualification to serve based on 1 Timothy 3:1-7 and Titus 1:5-9. Ordination shall be conferred for life so long as the man continues to manifest the qualifications of the office. The Church reserves the right to revoke ordination in cases such as moral failure or termination of employment. The decision to rescind or extend ordination shall be at the discretion of the Elder body and followed by a 75% majority consent of the members of Excell Baptist Church present for the vote at a specially called member's meeting of the Church.

Section 4.1 Ordination Process

Excell Baptist Church shall initiate the ordination process based on the recommendation of the Senior Pastor and / or Elder body.

After recommendations and / or nominations, a vetting process will begin, including but not limited to, questionnaires, meetings, and interviews intended to assess the nominee's character, spiritual health, fitness and aptitude, and aspirations.

Following the vetting process, a recommendation will be brought before the members of Excell Baptist Church for the approval of individuals deemed fit for ordination. The individual must receive a 75% majority vote from the members of the Church at a member's meeting.

Section 4.2 Weddings and Funerals

All individuals approved by the Elder body to solemnize marriages may do so, in the exercise of religious freedom, only where the participants are one man and one woman (Genesis 2:21-24; Matthew 19:4-6; Mark 10:6-9). Only members of Excell Baptist Church may reserve the Church facilities for weddings, funerals, and all activities related to those events. Church facilities are not available to the public for that purpose. See Article VIII: Weddings for more information.

**Article V
Meetings of the Members**

Section 5.1 Worship Gatherings

Excell Baptist Church shall gather for public worship each Lord's Day and other times throughout the week as the Church may determine. Our worship services are open to the public.

Section 5.1.1 Ordinances

Excell Baptist Church's ordinances are identified in the Baptist Faith and Message as Baptism and the Lord's Supper.

Section 5.2 Member's Meetings (aka "*Business Meetings*")

Excell Baptist Church will hold no less than four Member's Meetings annually for the following purposes:

- Celebrate what God has done and is doing among and through His people.
- Notify of present needs.
- Provide information and reports from various ministry areas.
- Vote on matters detailed in these Bylaws.

Section 5.3 Prayer Meetings

Excell Baptist Church will regularly have Prayer Meetings to pray for the ministries of the Church and for the will of God to be made known and done. The Senior Pastor / Elder will determine the time and day of these gatherings.

Section 5.4 Special Meetings

Based on the recommendation of the Senior Pastor, the Elder Body, or 30% of the membership of the Church (not under Church disciplinary action) by means of a formal written request, may call for a special meeting. If a special meeting is called, this meeting shall take place within one month of the receipt of the written request, including the signatures of said members. This request shall be submitted to the Finance and Personnel Team. The date, time, and purpose of all special meetings will be announced at Sunday services for at least two weeks prior to the meeting.

Section 5.5 Emergency Meetings

Emergency meetings may be called by the Senior Pastor or a majority of the Elder Body. All actions taken at emergency meetings must be reviewed at a member's or special meeting. An emergency meeting may be called for assorted reasons where a time-sensitive matter must be managed.

**Article VI
Church Membership**

Section 6.1 Qualifications for Church Membership

To qualify for membership in this Church, a person must:

- A person must be a believer in Jesus Christ, who gives evidence of regeneration (Acts 2:41,47; Romans 10:9-10;).
- A person must have been baptized by immersion, in obedience to Christ, following his or her regeneration (Matthew 28:18-20; Acts 2:38, 18:8; Romans 6:3-4; Galatians 3:26-27; Colossians 2:11-12; 1 Peter 3:21). Baptism is a prerequisite to membership at Excell Baptist Church.
- A person must affirm the Church's Articles of Faith and Church Covenant. (see the Constitution's Article IV: Articles of Faith and the Bylaws Article XIII: Church Member's Covenant).

The Elder Body of the Church shall be responsible for recognizing each person's qualification for membership.

Section 6.2 Admission of Members

To be admitted into Church membership, the individual shall schedule an interview with an Elder and subsequently attend a Church membership course. Upon completion of these steps, the individual will be recommended by the elders for admission and accepted by a majority vote of the members at any regular or special member's meeting and shall at that point relinquish their membership in other churches.

If the candidate was a member of a church of like faith and practice the Church may request a letter of transfer.

Section 6.2.1 Associate Membership

Students and others temporarily residing in the Clarksville area who are members of an evangelical church may apply for associate membership. Qualifications are identical to those for full membership as set out above, except that home church membership must be retained. A letter of recommendation will be sought from the applicant's home church.

Duties and privileges of associate members are the same as for other members except that:

- when absent from the Clarksville area for extended periods of time they are released from the responsibility of attending our Church services.
- while they are encouraged to participate in Member's Meetings, they will not be eligible to stand for any office or to vote.

Termination of associate membership as a disciplinary measure will be the same as it is for other members, except that the Elders shall notify the pastor and / or elders of the home church of the termination. Associate membership will normally terminate immediately upon the end of the temporary residence in the Clarksville area.

Section 6.3 Membership Duties and Privileges

Given that Christians are portrayed throughout the New Testament as members of a body in relation to other Christians (1 Corinthians 12:12-31), sheep within a specific flock and led by specific shepherds (Acts 20:28; 1 Peter 5:2-3), and part of a spiritual building built upon a specific foundation (Ephesians 2:19-22; 1 Peter 2:5), some duties and privileges are connected to Church membership at this specific Church that is unique to its members.

In accordance with the duties and responsibilities enumerated in the Church Member's Covenant (see Article XIII: Church Member's Covenant), each member shall be privileged and expected to participate in and contribute to the ministry and life of the Church, consistent with God's leading and with the gifts, time, and material resources each has received from God. Only those shall be entitled to serve in the ministries of the Church who are members of this congregation; non-

Excell Baptist Church Constitution & Bylaws

members may serve on an ad-hoc basis with the approval of the Elders. Notwithstanding, non-members may serve the Church for purposes of administration and professional consultation.

Section 6.4 Dismissal of Members

Members will be officially removed from membership of this Church in one of the following ways:

- By a letter transferring the member's membership to another church.
- By a request of the member that he / she be removed from the Church's membership.
- By notification that the member has joined or intends to join the membership of another church.
- By action of Church discipline as outlined in the Bylaws (Article VII: Church Discipline).
- By death.

Members will be officially removed from the Church's membership upon the recommendation of the Elder body and passed by a vote of 75% of the Church members in attendance at its next member's meeting. Abstentions will not be considered votes cast.

The Church shall have the authority to refuse a member's voluntary resignation or transfer of membership to another church, either to proceed with a process of Church discipline, or for any other biblical reason. In the event of a Church discipline proceeding, the Church shall have the authority to delay or deny a member's voluntary resignation or transfer of membership as they seek reconciliation and restoration to the Church. See Article VII: Church Discipline for the formal process.

Article VII Church Discipline

The threefold purpose of Church discipline is to glorify God by maintaining purity in the local Church (1 Corinthians 5:6), to edify believers by deterring sin (1 Timothy 5:20), and to promote the spiritual welfare of the offending believer by calling him or her to return to a biblical standard of doctrine and conduct, ultimately desiring to see them reconciled and restored to faithful devotion to God (Galatians 6:1).

Church discipline shall be applied in cases of sexual misconduct (1 Corinthians 5), gossip, and all manners of divisiveness (Galatians 5:2-12; Ephesians 4:1-3, 25), dishonesty, false doctrine (Titus 1:10-16), and various other expressions of sin.

The process for Church discipline will follow the guidelines provided by Jesus Christ in Matthew 18:15-18.

- A person who evidences such sin will be confronted in an initial one-on-one meeting. If the sinning Church member repents, the disciplinary process ends and the restoration process begins.
- In cases where private admonition fails, one or two other church members will be taken to confront the church member who has evidenced sin. If the sinning Church member repents, the disciplinary process ends and the restoration process begins.
- In cases where the admonition of two or three Church members fails, the Church member who evidences sin shall be brought before the Church so that the Church may pursue their repentance. If the sinning Church member repents, the disciplinary process ends and the restoration process begins.
- In cases where the admonition of the entire Church fails, the Elder Body shall proceed with removing the individual from Church membership.

Where the steps of discipline are exhausted in cases of unrepentant and / or habitual sin, the Elder Body may recommend removing a person from membership with the hope of eventual reconciliation and restoration. This removal may or may not include a prohibition to attending Church services and events, as specified by the Elder body. This recommendation will be brought before the Church and shall include disclosing the reason(s) for removal. Those so disciplined will in turn be restored to fellowship where the leadership and Church have determined that appropriate repentance has occurred (2 Corinthians 2:7-8).

Article VIII Weddings

The church wedding has become a cultural tradition in our country. Many believe it is the picture of the steeple, sanctuary and pews that create a perfect backdrop for their ceremony. Marriage in the church, however, is not simply about the background of the pictures and video. It is a statement of the couple and a statement from the congregation that God has and is leading this union of husband and wife.

The Bible defines a scriptural marriage as one in which a man and a woman make a covenant together with God. Genders refer to biological genders assigned at birth (Genesis 1:27). This promise, publicly witnessed, unifies their lives physically, spiritually, emotionally, and financially to each other and to God's calling for the rest of their lives (1 Corinthians 7:39).

Excell Baptist Church Constitution & Bylaws

All marriage ceremonies performed at Excell Baptist Church are part of the Church's scriptural calling, mandate, and ministry. Therefore, all weddings performed at EBC, or by its ministers, must meet the biblical definition of marriage (Mark 10:6-7); reflect the biblical commitment of its participants; and align with the doctrinal convictions of EBC. The bride and groom must meet with a minister of EBC to fully understand and agree with the Church's doctrines and policies before any ceremony will be scheduled.

All Pastors / Elders within the Church, as well as visiting pastors, will abide by these Bylaws and any published policies. They will have the freedom to exercise their conscience when it comes to conducting weddings.

In this Article, the term "church" includes all facilities and property.

Article IX Officers

Excell Baptist Church shall recognize five Church offices to perform specific legal duties to serve the Church. These shall include the following:

- Moderator
- Vice Moderator
- Trustees
- Clerk
- Treasurer

Section 9.1 Moderator

The moderator / vice-moderator shall come from the elder body, other than the Senior Pastor / Elder. In the absence of a plurality of elders, the moderator and vice-moderator shall come from the Deacon body.

The Moderator shall be selected annually by the elder body to serve a term of one year and shall not serve successive terms. The Vice-Moderator shall be selected annually by the elder body to serve a one-year term; the Vice-Moderator may serve successive terms.

Section 9.1.1 Moderator

It shall be the duty of the moderator to call and preside at all regular and special members' meetings. The moderator shall receive requests regarding church business / issues and refer them to the appropriate person(s) for action and shall preside at all members' meetings.

Excell Baptist Church Constitution & Bylaws

Section 9.1.2 Vice-Moderator

It shall be the duty of the vice-moderator to preside at business meetings in the absence of the moderator.

Section 9.2 Trustees

The Trustees of Excell Baptist Church shall serve as legal officers of the Church, acting on behalf of the congregation in all matters related to the church's property and legal affairs. Their role is administrative and fiduciary, not pastoral in nature (Acts 6:3; 1 Corinthians 4:2).

Trustees shall be the members of the Deacon body, known for spiritual maturity, integrity, and faithfulness in stewardship (Luke 16:10-11; 1 Corinthians 4:1-2). They must meet the general qualifications of a faithful believer and be committed to the Church's mission and doctrine.

This section shall not be construed to establish or settle a legal trust. Excell Baptist Church, acting through its officers, retains the authority to establish any necessary legal trust in the future for any purpose and to appoint trustees as it deems appropriate.

Trustees shall:

- Hold the title to all Church property and ensure proper maintenance and insurance.
- Approve and sign legal documents as authorized by the Church body.
- Represent the Church in civil matters when directed by the congregation.
- Work in coordination with the Finance and Personnel Team to oversee property and financial obligations.
- Serve as custodians of the Church's legal and financial integrity, always under the authority of the congregation.

Trustees shall serve staggered three-year terms. Trustees may serve successive terms if re-appointed.

Section 9.3 Clerk

It shall be the duty of the clerk to record the minutes of all regular and special member's meetings of the Church and to preserve an accurate roll of the membership. The clerk shall come from the membership of the Church. In the absence or incapacity of the clerk the elders shall appoint a member to perform the duties of the Church clerk in the interim.

Section 9.4 Treasurer

The treasurer, who shall not be an elder, deacon, or paid Church staff member, shall ensure that all funds and securities of the church are properly secured in such banks, financial institutions, or depositories as appropriate.

The treasurer shall also be responsible for presenting regular reports of the account balances, revenues, and expenses of the Church at each member's meeting. The treasurer shall also ensure that full and accurate accounts of receipts and disbursements are kept in books belonging to the Church, and that adequate controls are implemented to guarantee that all funds belonging to the Church are appropriately handled by any officer, employee, or agent of the Church.

The treasurer shall render to the Church annually, or whenever they may require it, an account of all transactions as treasurer and of the financial condition of the Church.

The treasurer shall be nominated by the elders and elected by the congregation. The treasurer shall be eligible for successive terms.

If the treasurer is unavailable to perform their duties, their responsibilities may be delegated with the approval of the elders for a designated period to be determined, not to exceed one calendar year.

**Article X
Fiscal Year**

Excell Baptist Church shall operate on a calendar year from January 1st through December 31st.

**Article XI
Budget**

The work of Excell Baptist Church is financially dependent solely upon the voluntary gifts of God's people. A budget, compiled by the Senior Pastor and the Finance and Personnel Team shall be presented to and approved by the congregation of Excell Baptist Church annually. The members of Excell Baptist Church shall be offered a copy of the proposed budget for the year no later than October 15th, in time for the regularly scheduled end-of-year Member's Meeting.

During the year, adjustments to the budget may need to be made on the following basis:

- To accommodate giving growth. Adjustments may be made to the budget if the giving for the year exceeds the amount estimated in the previously approved budget.
- To accommodate ministry needs. Adjustments may be made to the budget if a particular ministry area requires additional funds to accomplish the scope of its ministry as it aligns with the overall mission, vision, and values of Excell Baptist Church.

Three-fourths (75%) of the members of Excell Baptist Church in attendance during a scheduled Member's Meeting must approve any adjustments.

Exceptions not requiring congregational approval include emergency property, grounds, or facilities maintenance not to exceed \$5000, as determined by the Finance and Personnel Team. Members will be notified of such emergency expenses within seven days.

Quality of life emergencies that require immediate attention (ex. HVAC, plumbing, septic, etc.) shall not require a church vote. Members will be notified of such emergency expenses within 72-hours.

Once a budget is approved and in effect, monies are authorized to be spent at the discretion of the various committees or lines of accounting as necessary without the need for further approval. A vote at any regular or special member's meeting would be necessary if there is a need identified by a particular line of accounting requiring supplementary funding.

Article XII

Voting

Substantial prayer, both individually and corporately, should be an integral part of the election process. The voting and election process shall express that spirit of mutual trust, openness, and loving consideration that is appropriate within the body of our Lord Jesus Christ.

Twenty-five percent of the members of the congregation shall be considered a quorum for the transaction of business.

All church officers shall be voted upon by written ballot. The deacon body shall be responsible for overseeing the distribution, collection, and tallying of ballots.

A quorum for elders and deacon's meetings shall be 60% of their total number.

In special circumstances, proxy or absentee voting may be permitted. The type of circumstances shall include:

- Hospitalization / Illness
- Medical appointments / surgery
- Published work schedule
- Scheduled absence

Therefore, a request for a proxy or ballot must be communicated to the Senior Pastor and the Clerk preferably within 72-hours prior to the expected vote. The intent of proxy or absentee ballot voting is to facilitate voting only in special circumstances and shall not be the norm.

There is no requirement for a request for proxy or absentee voting for Homebound and Military service; arrangements for voting will be coordinated by the Elder body prior to a vote.

Voting privileges are restricted to Church members 16 years of age and older and not under any Church disciplinary action. The process to become a member of Excell Baptist Church is detailed in Article VI: Church Membership of these Bylaws.

Article XIII
Church Member's Covenant

As members of Excell Baptist Church, we affirm this covenant with one another by God's grace, for our good, and ultimately for God's glory.

Having been brought by divine grace to repent and believe in the Lord Jesus Christ and to surrender our lives to Him, and having been baptized as Christians in the name of the Father and of the Son and of the Holy Spirit, we covenant together to glorify God and make disciples of all nations for the sake of His name.

We will walk together in love as brothers and sisters, a family of sinners saved by grace.
(John 13:34-35; Romans 12:10; 1 Peter 3:8)

We will labor for the unity of the Spirit in the bond of peace, bearing patiently with each other and freely forgiving as we have been forgiven in Christ.
(Matthew 18:21-35; Ephesians 4:1-3; Ephesians 4:32)

We will pursue transparency with each other, resisting the temptation to hide our struggles and sins, so that we might experience the grace of God in the care of His saints.
(Romans 15:7; James 5:16; 1 John 1:6-10)

We will commit to the ministry of attendance in worship, regularly gathering with the whole Church for worship and fellowship, and we will submit to the Word of God as the all-sufficient authority in our lives.
(1 Corinthians 12:12-27; 2 Timothy 3:14-17; Hebrews 10:24-25)

We will commit to the ministry of prayer, and to pursue each other's good as we encourage frequently, admonish gently, and receive correction humbly.
(Galatians 6:1; Ephesians 4:15, 29-31; Romans 12:10; Hebrews 3:13; James 5:16;)

We will endeavor, as the family of Christ, to bring up the children under our care in the nurture and admonition of the Lord.
(Deuteronomy 6:4-7; Ephesians 6:4)

We will rejoice at each other's happiness and endeavor, with tenderness and sympathy, to bear each other's burdens and sorrows.
(Galatians 6:2; Romans 12:15; 1 Peter 3:8)

We will humbly and gently confront one another and receive correction from one another in accordance with a New Testament understanding of church discipline and restoration.
(Matthew 18:15-18; Galatians 6:1)

Excell Baptist Church Constitution & Bylaws

We will give cheerfully and generously to the support of the church, the relief of our neighbors, and the spread of the gospel through all nations.

(Matthew 28:18-20; Romans 12:13; 1 Corinthians 16:1-2; 2 Corinthians 9:6-7; 1 John 3:17-18;)

We will submit to the leadership of pastors / elders who have been entrusted by God to serve and care for this body by teaching the Word of Christ to us and modeling the character of Christ before us, and we will affirm deacons as leading servants in the Church. If we move from this local body, we will, as soon as possible, unite with another gospel-believing local church where we can carry out the spirit of this covenant and the principles of God's Word.

(1 Timothy 3:1-13; Hebrews 13:7, 17)

May the grace of the Lord Jesus Christ, and the love of God, and the fellowship of the Holy Spirit be with us all.

Amen.

Article XIV Indemnification

Excell Baptist Church shall indemnify and hold harmless all staff and pastors from all liability for any suit or claim for damages resulting from the staff or pastor(s)' conduct excluding actions taken in gross negligence or intentional conduct, and so long as the staff member or pastor is acting in the scope of their duties on behalf of Excell Baptist Church.

Article XV Amendments

The Constitution and Bylaws may be amended by 75% of votes cast at a member's or special meeting, provided the amendment has been offered in writing to the Church for review and has been announced from the pulpit at Church services two successive Sundays prior to such vote.

The Constitution and Bylaws shall be kept in duplicate (Exodus 31:18); one original is to be kept in the administrator's files and the other original shall be kept by the Trustees. All changes shall be attached to these copies with date of change included within the updated / new Article.

The Constitution and Bylaws shall be reviewed annually by the Elder body from the date of adoption. A report on the review shall be delivered at the Member's meeting.

**Article XVI
Books and Records**

Excell Baptist Church shall keep accurate and complete books and records of account of its business and properties held at the principal address and, including but not limited to, the following:

- **CONSTITUTION AND BYLAWS:** Constitution and Bylaws shall be kept indefinitely.
- **LISTS OF PERSONS:** Lists of members, pastors / elders, deacons, staff members, and other Church officers shall be kept current.
- **MINUTES:** Minutes shall be kept indefinitely.
- **FINANCIAL RECORDS:** Complete financial books and records of accounts in accordance with federal and state law.
- **LEGAL DOCUMENTS:** Legal documents shall be maintained indefinitely.
- **POLICY MANUALS:** The Church will produce and maintain various policies and manuals, including but not limited to, Finance Policy, Personnel Policy, Events Policy Manual, and Employee Manual.

Any Church member shall have the absolute right at any reasonable time for reasonable purposes to review all books and records at the principal address during weekday hours of operation. Requests for a review of books and records must be made to the Finance and Personnel Team.

**Article XVII
Dissolution**

“Dissolution” means the complete disbanding of the Church so that it no longer functions as a congregation or corporate entity. Upon the dissolution of the Excell Baptist Church, (1) all liabilities and obligations of the Church shall be paid and discharged, or adequate provision shall be made therefore; (2) assets held by the Church upon condition requiring return, transfer, or conveyance, which condition occurs because of the dissolution, shall be returned, transferred, or conveyed in accordance with such requirements; (3) assets received and not held upon a condition requiring return, transfer, or conveyance because of the dissolution, shall be offered to Cumberland Baptist Association in Clarksville, Tennessee.

Dissolution occurs first, upon the proposal of the entire Elder body, followed by a two-third affirmative vote from eligible members, or upon judicial decree from a court of competent jurisdiction.

Excell Baptist Church Constitution & Bylaws

Upon dissolution, the Elder body shall take any and all actions necessary for the resolution of any outstanding church affairs, including but not limited to discharging liabilities, conveying assets conditionally held by the church, and conveying assets held unconditionally to Cumberland Baptist Association in Clarksville, Tennessee, or its successor in interest.

Certificate of the Clerk

I certify that I am the duly elected and acting clerk of EXCELL BAPTIST CHURCH and that the preceding Constitution and Bylaws establish the Bylaws of the Church. These Bylaws were duly adopted by a three-fourths (75%) vote of approval by the members of Excell Baptist Church, on this date March 11, 2026.
{ print date }

James Danu Feeler
SIGNATURE

March 11, 2026
DATE

James Danu Feeler
PRINTED NAME / TITLE

acting clerk

Witness of the Trustee

I certify that I am a duly appointed Trustee of EXCELL BAPTIST CHURCH and verify that the preceding Constitution and Bylaws are the established the Bylaws of the Church.

Robert Michael Weaver
SIGNATURE

3/11/2026
DATE

Robert Michael WEAVER
PRINTED NAME / TITLE

Trustee