

CONSTITUTION

OF

BETHESDA CHURCH

1350 Grant Avenue
Winnipeg, Manitoba
R3M 2A7

Phone: 204-987-2890

Email: office@bethesdachurch.ca

Website: www.bethesdachurch.ca

~~Phone: 987-2890~~

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CONSTITUTION OF BETHESDA CHURCH

PREAMBLE

This Constitution forms part of the basis upon which membership in Bethesda Church derives its meaning, ~~Herein are set~~It sets forth the principles and beliefs shared by the Membership of the Church which clarify its purpose and explain its governance. Through it, new and potential Members may be introduced to the nature and function of the fellowship. This Constitution assures that fundamental changes in the governance or function of the Church will occur in an orderly way, under the direction and authority of the entire Membership.

ARTICLE 1

INTERPRETATION

1.01 DEFINITIONS

In this Constitution, unless the context otherwise requires, the following terms ~~(listed alphabetically)~~ shall have the corresponding meanings ascribed to them:

- (a) "Chair~~man~~" means a person elected by the Members to the office of Chair~~man~~ of the Church, as described in Section 11~~,02~~ herein;
- (b) "Church" means the body of believers known as Bethesda Church, located in the City of Winnipeg, in Manitoba, and includes the Members;
- (c) "Council" means the Church Council comprised of Ministry Team Leaders, Elders and Officers elected by the Members, as described in Article 8 herein;
- (d) "Elder" means a person elected by the Members to the office of Elder of the Church, as described in Article 10 herein;
- (e) "Member" means a person admitted to membership in the Church in accordance with Article 5 herein, and "Membership" means all of the Members;
- (f) "Ministry Team" means a team designated by the Members and established by a Ministry Team Leader, as described in Article 9 herein;
- (g) "Ministry Team Leader" means a person elected by the Members to hold that position, as described in Article 9 herein;
- (h) "Nominating Committee" means the committee elected by the Members pursuant to Article 13 herein;

- (i) "Officer" means a person elected as an officer of the Church, as described in Article 11 herein, and includes the ~~ChairmanChair~~, the Vice-~~ChairmanChair~~, the Secretary and the Treasurer;
- (j) "Pastor" means the person employed by the Church to serve as senior Pastor;
- (k) "Pastoral Staff" means the Pastor and any assistant or associate pastor (regardless of formal title) employed and remunerated by the Church and designated as a member of the Pastoral Staff;
- (l) "Secretary" means a person elected by the Members to the office of Secretary of the Church, as described in Section 11.02 herein;
- (m) "Treasurer" means a person elected by the Members to the office of Treasurer of the Church, as described in Section 11.02 herein; and
- (n) "Vice-~~ChairmanChair~~" means a person elected by the Members to the office of Vice-~~ChairmanChair~~ of the Church, as described in Section 11.02 herein.

ARTICLE 2

NAME AND PURPOSE

2.01 NAME

The Church shall be called Bethesda Church, and shall be an evangelical association which, while not affiliated with any denomination, maintains fellowship with other churches of like mind.

2.02 PURPOSE

The purpose of the existence of the Church shall be to glorify God, while making disciples of the Lord Jesus Christ. This shall be accomplished, in an environment of individual and collective prayer, as the Church:

1. **celebrates** new life in Christ in both personal and corporate worship;
2. **cultivates** personal growth in Christ by teaching one another to obey the truths of Scripture and equipping one another for service;
3. **cares** for one another, and for those who do not know the Lord; and
4. **communicates** Christ to the world through evangelistic and missionary outreach.

ARTICLE 3 **STATEMENT OF DOCTRINAL FAITH**

Following is a statement of the essential tenets of the faith and doctrine of the Church:

1. GOD'S REVELATION, THE BIBLE

God reveals Himself through creation, Jesus Christ, and the Bible. The Bible is God's inspired Word, and it teaches us everything we need to know to be saved and to live as disciples of Jesus Christ.

2. GOD THE TRINITY

There is only one true and living God, eternally existent in three persons: Father, Son, and Holy Spirit. He is perfect, loving, and holy in every way.

3. CREATION

God made the universe and all that is in it, culminating in humankind, and it was very good.

4. HUMANITY

God created humanity, male and female, in His image to represent Him on the earth. God designed people to be in relationship with Him, to reflect His love to each other, and to steward His creation.

5. SIN

Every desire, thought, word, and action contrary to God's will is sin, displeasing to God, harmful to ourselves and others, and a corrupting influence on creation and culture. All sin impairs our relationship with God and others, and Jesus came to reconcile us to God and to each other.

6. GOD THE FATHER

A more comprehensive statement of the faith and doctrine is available in a separate document.

God the Father is eternal and infinite in His sovereign goodness and holiness, justice and mercy, righteousness and wrath against sin, and great love and compassion for the world.

7. GOD THE SON, JESUS CHRIST

Jesus Christ is fully God and fully human. He lived a sinless life on earth, died for our sins, rose from the dead, and ascended into heaven. He is the one true Mediator between God and humanity, and He will come again as Saviour, Lord, and Judge.

8. GOD THE HOLY SPIRIT

The Holy Spirit is God, third Person of the Trinity, Lord and Giver of life, and He was sent after the ascension of Jesus to indwell God's people. He makes us aware of our sin and our need for a Saviour. The Holy Spirit convicts us, saves us, empowers us, leads us, and makes us new persons in Christ.

9. THE GOSPEL, REPENTANCE AND FAITH

The good news of the Gospel is God's message of love that Jesus Christ fulfilled God's Law, died for our sins, and rose from the dead, and that we are reconciled to God through repentance and faith in Christ.

10. SALVATION

God saves us from our sins freely by His grace through faith and not on the basis of what we earn or deserve. God causes us to be born again by the presence and power of the Holy Spirit. All who believe in Jesus Christ are forgiven of our sins, justified in relationship to God, and promised eternal life.

11. THE CHURCH

The Church is the community of believers in Jesus Christ from all peoples who have been adopted into God's family and who love God and one another because He first loved us.

12. ULTIMATE EXPECTATIONS: JUDGMENT, GRACE, AND GLORY

The risen Lord Jesus Christ will return from heaven to render final judgment upon all people. God in Christ Jesus will separate from Himself and His grace forever all who have

A more comprehensive statement of the faith and doctrine is available in a separate document.

not believed in Him, and He will gather to Himself for eternity all who have believed in Him.

A more comprehensive statement of the faith and doctrine of the Church is available in a separate document.

~~We believe the whole Bible to be the only infallible, authoritative, verbally inspired Word of God.~~

~~We believe that there is only one God, Creator of heaven and earth, eternally existent in three Persons: Father, Son and Holy Spirit.~~

~~We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His full humanity, in His sinless life, in His miracles, in His substitutionary and atoning death by His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father where He intercedes for His own, in His headship over the Church, in His personal return to receive His own and then to reign in power and glory.~~

~~We believe that salvation is necessary for everyone since all by nature are lost, sinful and spiritually dead. Anyone who by faith accepts Jesus Christ as personal Saviour is regenerated by the Holy Spirit and receives forgiveness of sins, the finished work of Christ at Calvary being the only grounds for this gracious provision of God.~~

~~We believe in the present ministry of the Holy Spirit who indwells every believer, enabling each to live a godly life, and who gives spiritual gifts to each believer for the edification of the Church.~~

~~We believe in the resurrection of the body, the eternal blessedness of the saved, and eternal punishment of the lost.~~

~~We believe in the spiritual unity of believers which is the Body of Christ, the Church, with Christ as the Head.~~

A more comprehensive statement of the faith and doctrine is available in a separate document.

ARTICLE 4 ORDINANCES AND DEDICATION OF CHILDREN

4.01 THE LORD'S SUPPER

The ordinance of the Lord's Supper ("Holy Communion") shall be celebrated as a memorial to Christ's death until He comes again according to His promise and the Father's revealed plan. Holy Communion shall be celebrated once each month, or otherwise as directed by the Council, and shall be served by Members ~~designated by the Council in consultation with the Pastor.~~ or regular adherents who have affirmed their belief in the Statement of Doctrinal Faith in Article 3.

4.02 BELIEVERS' BAPTISM

Baptism is an act of obedience on the part of the child of God. All Members who have not been previously baptized are expected to thus proclaim their death to sin and resurrection to newness of life in Christ Jesus. Baptism as practiced in the Church shall be by immersion, except in extenuating circumstances.

4.03 DEDICATION OF CHILDREN

At the request of a Christian parent, children may be dedicated to God, the giver of life. Dedication of infants or children, while not considered an ordinance, shall be considered an act of commitment on the part of the parent, whereby the child is entrusted to God and the father and mother are re-dedicated to the responsibilities of Christian parenthood.

ARTICLE 5 MEMBERSHIP

The importance of membership in the local church is evidenced in the New Testament: epistles were addressed to local churches; the numbers were known (Acts 1:15); special rolls were kept (1 Tim. 5:9); elections of officers were held (Acts 6:2-5; Phil. 1:1); and standards of membership were maintained (1 Cor. 5:13). The act of becoming a member of a local church continues to be an important step, which acknowledges the mutual responsibility of Christians to unite in purpose and deed for the furtherance of the kingdom of God.

5.01 APPLICATION FOR MEMBERSHIP

Persons of any age who share the beliefs of the Church and who wish to participate in its responsibilities and ministry shall be eligible, and shall be encouraged, to become Members.

Persons who, for reasons acceptable to the Council, wish to maintain membership in another church but also wish to affiliate with the Church may do so as Associate Members, provided that such individuals otherwise meet the qualifications for Membership. Associate Members shall be entitled to attend and vote at all meetings of Members.

Any person who desires to become a Member shall attend a session of the membership orientation classes periodically offered by the Pastor. Such person shall also complete a membership application form, which shall include the following questions:

- a) *Do you believe the Bible to be the only Word of God, setting forth Jesus Christ as the exclusive way of salvation?*
- b) *Have you realized that, unless redeemed by the Lord Jesus Christ by His death upon the cross as your substitute, you are eternally lost?*
- c) *Have you accepted Jesus Christ as your personal Lord and Saviour from sin?*
- d) *Will you endeavour to live in obedience to the Lord Jesus Christ?*
- e) *To the best of your understanding, do you accept the faith and doctrine of Bethesda Church?*
- f) *Do you agree to abide by the Constitution of Bethesda Church?*

5.02 EXAMINATION OF APPLICANTS

Upon completion of the membership orientation classes and submission of the application described in Section 5.01, each applicant shall be examined by the Pastor and representatives of the Elders as to the basis of the applicant's salvation and his or her Christian experience.

5.03 RECOMMENDATION OF APPLICANTS

Where an applicant has demonstrated a sufficient understanding of and commitment to the Church's faith, doctrine and philosophy of ministry, the applicant shall be recommended by the Council to the Membership for induction into Membership of the Church. The name of each applicant shall be read to the Congregation during each of the two consecutive Sunday morning services immediately preceding the Sunday morning service at which such applicant is to be admitted into Membership. If no Member gives written notice to the Pastor or the Chairman/Chair of any valid reason for excluding such applicant from Membership, he or she shall be presented to the congregation for its confirmation and shall be admitted into Membership of the Church.

The name and address of each new Member shall forthwith be added to the Church Roll of Membership. Upon admission, each Member shall be entitled to vote at meetings of Members (subject to Section 6.04), and shall be eligible ~~to teach and~~ to participate in leadership of the ministries of the Church.

5.04 CHURCH COVENANT

Following admission into Membership of the Church, each new Member shall recite, in unison with the congregation, the following covenant of the Church:

We do, in the presence of one another, confess Christ as our Saviour and Lord, and do heartily give ourselves to His service, and take His Word as the guiding rule of our lives. And, having been united by faith in Him, we do now, as a Church of Christ, humbly relying on His grace, unite with one another in this Covenant.

We shall endeavour to habitually practice prayer and the reading of the Scriptures, earnestly seeking therein the help of the Holy Spirit.

We, who are heads of families, shall endeavour to maintain the worship of God in our homes and to lead our children and others committed to our charge to faith in Christ and to the Christian life.

We shall endeavour to attend regularly the public worship of God on the Lord's Day and such other meetings for worship as the Church may appoint, to faithfully observe together the ordinance of the Lord's Supper and to ascertain and use our spiritual gifts in service of the Lord.

We shall endeavour to walk together in Christian love with sympathy and kindness, realizing that we ought to tenderly and faithfully admonish and help one another as may be needful.

We shall financially aid, as the Lord shall prosper us, in supporting a faithful Christian ministry among us and in sending the Gospel to the whole human family and, as we have opportunity, we shall seek by example and word to lead men and women to Christ.

We shall endeavour to live soberly and righteously and godly in this present world, abstaining from whatever is unbecoming the Christian character. Having died with Christ unto sin, as Christ was raised up by the glory of the Father, we shall also seek to walk in newness of life.

5.05 ACCOUNTABILITY OF MEMBERS

The Members of the Church shall at all times encourage and support one another, in Christian love, and shall hold one another accountable in accordance with the scriptural principles set out in the following verses:

- 1) Regarding self-discipline: 1 Cor. 11:31;
- 2) Regarding the resolution of conflicts: Matt. 5:23-26; Matt. 18:15-17;
- 3) Regarding the influence of disorderly persons: 2 Thess. 3:6,7, 11-14;
- 4) Regarding factious persons and contrary teaching: Rom. 16:17,18; Titus 3:10-11;
- 5) Regarding the neglect of family responsibilities: Matt. 19:3-9; Eph. 5:22,25; 6:4; 1 Tim. 5:8;
- 6) Regarding one's reputation and associations: 1 Cor. 5:9-13;
- 7) Regarding one's attitude toward a struggling Christian: Gal. 6:1;
- 8) Regarding the criticism of leaders: 1 Tim. 5:19-20; and
- 9) Regarding stewardship of finances and material possessions: Luke 6:38; Acts 4: 32-37; 2 Cor 8: 1-9; James 5: 1-6.

5.06 REMOVAL FROM MEMBERSHIP

In the event that a Member renounces the faith and doctrine of the Church or commits any other serious offence, the Elders and the Pastor shall conduct an inquiry into the circumstances and shall prayerfully endeavor to bring about the offending Member's repentance and reconciliation with the Membership, as required. If the Member does not repent or will not be reconciled with the Church in accordance with the Word of God, such Member may be expelled from Membership in the Church by a resolution passed by not fewer than 2/3 of the votes cast by the Council.

In the event that a Member provides a written request to be removed as a Member of the Church, addressed to any of the Pastoral Staff or of the Officers, the name of that Member shall be removed from the Roll of Membership.

5.07 LAPSING OF MEMBERSHIP

The name of any Member who is absent from the services of the Church for a period of ~~three months~~one year, without giving a satisfactory reason for such absence, may be removed from the Roll of Membership by the Council. Members who temporarily leave the community for a time, but who desire to maintain their Membership, shall keep the Secretary informed of their whereabouts.

ARTICLE 6 MEETINGS OF MEMBERS

6.01 ANNUAL MEETINGS

The annual meeting of Members, for the receiving of annual reports, the election of Council members, Trustees and Nominating Committee members, and the transaction of general business, shall be held on the second Wednesday in May in each year, unless otherwise determined by the Council. The date and time of the annual meeting and the nature of any extraordinary business to be conducted at the meeting shall be announced during each of the two Sunday morning worship services immediately preceding the annual meeting.

6.02 SPECIAL MEETINGS

A special meeting of Members:

- (a) may be convened by the Council from time to time; and
- (b) shall be convened by the Council upon its receipt of a written request for such a meeting signed by any ~~thirty~~ ten Members.

A special meeting of Members shall be duly constituted provided that the date and time of the meeting and the business to be conducted at the meeting has been announced during each of the two Sunday morning worship services immediately preceding the special meeting.

6.03 QUORUM

The quorum for the transaction of business at any annual or special meeting of Members shall consist of that number of Members present in person or represented by proxy at the meeting.

6.04 RIGHT TO VOTE

At any meeting of Members, every person who is listed as a Member on the Roll of Membership and who is at least 18 years of age shall be entitled to vote.

6.05 VOTING

Where a motion is made at a meeting of Members, such question shall be determined by the majority of votes cast. In case of an equality of votes, the ~~chairman~~ chair of the meeting shall not be entitled to a casting vote, and a tie vote shall defeat the motion. Voting shall be by a show of hands and each Member present

shall have one vote, unless a ballot is requested by the ~~chairman~~chair or any Member present. If a ballot is so requested, and whether or not a show of hands has been taken, a ballot on the question shall be taken in such manner as the ~~chairman~~chair shall direct.

6.06 PROXY

Any Member entitled to vote at meetings of Members may, by means of a written proxy signed by the Member, appoint a proxy holder (who shall be a Member) to attend and vote on any ballot at the meeting in the manner and to the extent authorized by the proxy and with the authority conferred by the proxy. A proxy shall be valid only at the meeting in respect of which it is given or any adjournment thereof, and only if the proxy has been deposited with the Secretary prior to the meeting.

ARTICLE 7 BUSINESS OF THE CHURCH

7.01 CHURCH GOVERNMENT

The government of the Church shall be vested in the Membership, which shall elect a Council to exercise oversight of the activities and policies of the Church in the manner set out herein.

7.02 SIGNING AUTHORITY

Any contract, document or other written instrument requiring execution by the Church shall be executed by any two officers of the Church, and all instruments so executed shall be binding upon the Church without any further authorization or formality. The Council is authorized from time to time by resolution to appoint any officer or any other person or persons on behalf of the Church to execute and deliver either written instruments generally or specific written instruments.

7.03 FINANCES

1) RAISING OF FUNDS

Except as expressly authorized by the Council, the sole source of revenue of the Church shall be the voluntary offerings of the Members and others who are led to support the ministries of the Church as God has prospered them. While Members are not to be limited by it, the tithing system is recommended as a basis of proportionate giving.

~~2) ENVELOPES~~

~~To encourage and facilitate systematic giving, the Church shall make numbered envelopes available to all Members and adherents of the Church who wish to use envelopes for that purpose.~~

3) REGISTERED CHARITY STATUS

The Council shall do all things reasonably required to maintain the status of the Church as a registered charitable organization within the meaning of the *Income Tax Act (Canada)*. The Church shall issue receipts for all qualifying charitable donations made to it.

4) BANKING ARRANGEMENTS

The banking business of the Church shall be transacted with such chartered banks, trust companies, credit unions or other institutions as may from time to time be designated by the Council. Such banking business shall be transacted under such agreements, instructions and delegations of powers as the Council may prescribe or authorize.

7.04 INDEMNIFICATION

The Church may indemnify and financially compensate any person who is made a party to any legal proceeding (whether civil, criminal, administrative or investigative) by reason of the fact that such person was an employee or agent of the Church (whether as a Pastor, Ministry Team Leader, Elder, Officer, Trustee, teacher or other leader of the Church) against expenses (including legal fees), judgments, fines and any other amount reasonably incurred by such person in connection with the proceeding, if:

- (a) such person acted honestly and in good faith with a view to the best interests of the Church; and
- (b) with respect to any criminal or administrative proceeding that is enforced by a monetary penalty, such person had reasonable grounds for believing that such conduct was lawful.

The termination of any legal proceeding by judgment, order, settlement or conviction shall not, of itself, create a presumption that the conditions described in ~~s~~Subsections (a) and (b) above have not been met.

To the extent that such person achieves complete or substantial success as a defendant in any legal proceeding referred to above, such person shall be indemnified against all associated costs, charges and expenses reasonably incurred.

JESUS CHRIST

CONGREGATION OF BETHESDA CHURCH

NOMINATING COMMITTEE

TRUSTEES

CHURCH COUNCIL

CHURCH-PURPOSE

Celebrate new life in Christ (Worship)

Cultivate personal growth in Christ (Discipleship, Stewardship, Prayer)

Care for one another in Christ (Fellowship)

Communicate Christ to the world (Outreach)

CHURCH-PURPOSE	ELDERS	MINISTRY TEAMS							OFFICERS
	Assist in Ministry Visitation Prayer Service	WORSHIP TEAM	CHILDRENS MINISTRY TEAM	YOUTH MINISTRY TEAM	ADULT MINISTRY TEAM	COMMUNITY RELATIONS TEAM	MISSIONS TEAM	FACILITIES TEAM	Chairman
Assist Staff	Pulpit Ministry	Christian Education	Christian Education	Christian Education	Local Evangelism	Missions Conference	Maintenance	Vice-Chairman	
Church Discipline	Music	Nursery	Social and Recreational Service	Ladies Ministry		Special Projects	Security	Secretary	
Conflict Resolution	Communion	Childrens Church		Men's Ministry		Missionary Recommendations	Decoration/Development	Treasurer	
Membership	Baptism	Childrens Clubs		Small Groups		Missionary Allotments		Finance Committee	
Church Policy	Church Greeters			Fellowship Events		General Missions Development			
Flowers and Hampers	Ushers			Hospitality					
				Welcome Newcomers					

PASTORAL STAFF (Ex-Officio)

8.06 MEETINGS

Meetings of the Council shall be held at regular bi-monthly intervals, more or less, except during the months of July and August in each year. Meetings of the Council may be called upon 7 days notice ~~in writing or by telephone~~ in writing sent by electronic mail, by either the ~~Chairman~~Chair or any three members of the Council. A meeting of the Council may be held at any place and time without such notice if all the Council members are present or if a quorum is present and those members who are absent have then signified or subsequently signify in writing their consent to the holding of the meeting. Notice of any meeting or any irregularity in any meeting or in the notice thereof may be waived by any Council member.

8.07 QUORUM

A quorum of the Council shall be a majority of the designated number of the Council. Notwithstanding any vacancy among the Council members, a quorum of the Council may exercise all of the powers of the Council.

8.08 VOTING AT MEETINGS

Questions arising at any meeting of the Council shall be decided by a majority vote of Council members present. The ~~chairman~~chair of the meeting shall be the ~~Chairman~~Chair, Vice-~~Chairman~~Chair or some other Council member as designated by the Council members present. The ~~chairman~~chair may move, second or vote upon any resolution and may act in any matter as if he or she were a Council member only and not ~~chairman~~chair of the meeting.

8.09 EXECUTIVE COMMITTEE

At its first regular meeting in each year, the Council shall constitute an Executive Committee to assist the Council in carrying on the affairs of the Church. The Executive Committee (which shall be comprised of the officers of the Church, together with one member of the Council and the Pastor) shall address issues which arise and require consideration or resolution prior to the next Council meeting and such other matters as may be referred to it by the Council. The Executive Committee shall report and make recommendations to the Council on all matters considered by it.

8.10 CONSTITUTION OF ~~ADDITIONAL~~-ADDITIONAL COMMITTEES

The Council may, from time to time, constitute such ~~other~~other committees as it deems necessary. All Members (including all members of the Pastoral Staff) shall be eligible for appointment to committees. The Council shall designate one member of each committee as ~~chairman~~chair thereof.

ARTICLE 9 MINISTRY TEAM LEADERS

9.01 QUALIFICATIONS

To qualify for election as a Ministry Team Leader, a candidate shall:

- 1) be a Member of the Church;
- 2) be at least 21~~24~~ years of age, male or female;
- 3) meet the character requirements of an elder or deacon as described in I Timothy 3, Romans 16:1; and
- 4) be gifted with a sincere interest in and commitment to the particular ministry area for which the candidate would be responsible.

9.02 DUTIES AND RESPONSIBILITIES

Each Ministry Team Leader shall have general responsibility to oversee all programs and activities within the specific area of Church ministry assigned to that Leader, and to guide and equip for ministry the individuals leading such programs and activities. The specific duties of each Ministry Team Leader shall include the following:

- 1) to establish, in consultation with the Pastoral Staff, a Ministry Team consisting of ~~not fewer than 4 and not more than 10~~ Members or regular adherents who have affirmed their belief in the Statement of Doctrinal Faith in Article 3, and who share an interest in and commitment to that particular ministry area;
- 2) to convene and chair regular meetings of the Ministry Team or to meet individually with Ministry Team members, for the purpose of providing administrative direction and spiritual encouragement to the leaders of the specific groups and programs in the ministry area in order to foster, where appropriate, the qualities and disciplines of fellowship, worship, prayer, stewardship, discipleship, outreach and caring in the ministry area;
- 3) to act as a liaison between the Council and the Ministry Team members, so as to facilitate program coordination, the establishment and adherence to budget restrictions, and the allocation and use of facilities;
- 4) to meet regularly with the appropriate representative of the Pastoral Staff, for the purpose of reviewing and evaluating the effectiveness of the Ministry Team and developing plans for its enhancement; and
- 5) to report on the activities of the various ministries at meetings of the Council.

9.03 DESIGNATION OF MINISTRY TEAMS

Ministry Teams shall be structured to facilitate the clear flow of information between the Council, the Pastoral Staff and the participants in the various ministries of the Church, and to ensure that such ministries are given proper levels of direction, leadership and support. The specific categories of Ministry Teams shall be designated from time to time by the Members (upon consideration of any recommendation of the Nominating Committee, in consultation with the Council, in that regard) in a manner which will logically group together the specific ministries of the Church which share a common emphasis or focus. ~~Until otherwise designated by the Membership, t~~ By way of illustration and without limitation, the Ministry Teams of the Church ~~shall consist of~~ may include the following:

- a) ~~the a~~ Worship Team, ~~which shall to~~ be responsible, with the Pastoral Staff~~f~~, for the planning and coordinating of public services, including pulpit ministry, music, audio-visual, and Church greeters and ushers; ~~communion and baptism services;~~
- b) ~~the a~~ Children's Ministry Team, ~~which shall to~~ be responsible, with the Pastoral Staff, for the planning and coordinating of programs and ministries for children, including Christian education classes, nursery facilities, children's church, and children's clubs;
- c) ~~the a~~ Youth Ministry Team, ~~which shall to~~ be responsible, with the Pastoral Staff, for the planning and coordinating of programs and ministries for youth, including Christian education classes, social and recreational activities and service opportunities;
- d) ~~the a~~ Adult Ministry Team, ~~which shall to~~ be responsible, with the Pastoral Staff, for the planning and coordinating of programs and ministries for adults, including adult Christian education classes, ladies' ministries, men's ministries, small groups, fellowship and hospitality events, and programs to welcome and assimilate newcomers;
- e) ~~the a~~ Community Relations Team, ~~which shall to~~ be responsible, with the Pastoral Staff, for the planning and coordinating of programs and ministries designed to enhance the Church's Christian profile and influence in the community, and to develop its local evangelism;
- f) ~~the a~~ Missions Team, ~~which shall to~~ be responsible, with the Pastoral Staff, for the planning and coordinating of all missions programs, including the Missions Conference, special projects, missionary recommendations, missionary allotments and general missions development; ~~and~~
- g) ~~the a~~ Facilities Team, ~~which shall to~~ be responsible, with the Council, for the maintenance, security, decoration and development of the Church property; ~~and-~~
- g) A Congregational Care Team, to be responsible, with the Pastoral Staff and the Elders, for

the oversight of congregational care and visitation, including liaison and coordination between the congregation and the Pastoral Staff and Elders of care for the spiritual and other special needs of the congregation and the distribution of flowers and hampers.

ARTICLE 10

ELDERS

10.01 QUALIFICATIONS

To qualify for election as an Elder, a candidate shall:

- 1) be a Member of the Church;
- 2) be a male of at least ~~21~~24 years of age;
- 3) meet the character requirements of an elder as described in I Timothy 3; and
- 4) have a sincere aspiration for the spiritual oversight of the Church as described in 1 Peter 5:2, 3.

10.02 DUTIES AND RESPONSIBILITIES

The Elders, together with the Pastoral Staff and the Council, shall have general responsibility for the spiritual health and development of the Church. The specific duties of the Elders shall include the following:

- 1) to provide mature and wise counsel to the Council and the Pastoral Staff, and to assist in ministry through prayer, visitation and service (including the distribution of flowers and hampers);
- 2) to regularly review the mission, focus and effectiveness of the Church;
- 3) to ensure the preservation of doctrinal and moral purity in the Church;
- 4) to assist the Pastoral Staff in providing counselling to Members and others requiring spiritual or emotional support and guidance;
- 5) to provide leadership in matters of Church discipline and conflict resolution among Members;
- 6) to develop and review, in consultation with the Community Relations Ministry Team, the policies of the Church concerning its Christian outreach in the community;
- 7) to assist the Pastor in the interviewing of new Membership candidates and to assist the Secretary in regular reviews of the Roll of Membership; and
- 8) to provide leadership in matters of Church policy evaluation and constitutional change.

Immediately following their election, the Elders shall meet and shall designate from among their number a chairman, who shall be responsible for the calling and chairing of all subsequent meetings.

ARTICLE 11

OFFICERS

11.01 QUALIFICATIONS

To qualify for election as an Officer of the Church, a candidate:

- 1) shall be a Member of the Church;
- 2) shall be at least ~~21~~24 years of age;
- 3) may be male or female, with the exception of the ~~Chairman~~Chair and the Vice-~~Chairman~~Chair who shall be male; and
- 4) shall meet the character requirements of an elder or deacon as described in I Timothy 3.

11.02 DUTIES AND RESPONSIBILITIES

Until otherwise determined by the Membership, the *Officers* of the Church shall consist of a ~~Chairman~~Chair, a Vice-~~Chairman~~Chair, a Secretary and a Treasurer. An Officer shall not concurrently hold any other position on the Council, with the exception of the Vice-~~Chairman~~Chair who shall also be an Elder. The responsibilities of the Officers shall include the following:

- a) The ~~Chairman~~Chair shall attend and be ~~chairman~~chair of all meetings of the Council and of the Members, and shall be an *ex-officio* member of all Ministry Teams and committees of the Church, including the Elders. Subject to the authority of the Council, the ~~Chairman~~Chair shall have general supervision of the business of the Church. In cooperation with the Pastor, the ~~Chairman~~Chair shall monitor the activities of all Ministry Teams and committees of the Church to ensure that each is functioning effectively and in accordance with its mandate. The ~~Chairman~~Chair shall be accessible to the congregation, and shall invite comments and questions from Members and others on any matters of concern or issues requiring resolution. The ~~Chairman~~Chair shall endeavour to answer such questions or to bring about resolution of such issues, with the assistance of the Council, the Pastoral Staff, or one or more Ministry Teams, as required;
- b) The Vice-~~Chairman~~Chair shall have all of the powers and authority and shall perform all of the duties of the ~~Chairman~~Chair, in the absence or disability of the ~~Chairman~~Chair;
- c) The Secretary shall attend and be the secretary of all meetings of the Council and of the Members, and shall enter in records kept for that purpose, minutes of all proceedings at such meetings. The Secretary shall cause to be given, as and when instructed, all notices to Members, Council members and Pastoral ~~Staff~~Staff. The Secretary shall solicit, receive and post all nominations for election to the available positions of Council members, Trustees and Nominating Committee members in accordance with Article 14 herein. The Secretary shall be the custodian of all books, records and documents of the Church (including the Roll of Membership and all historical materials), and shall be responsible to maintain the currency and accuracy of the Roll of Membership; and

- d) The Treasurer shall have the care and custody of all the funds and securities of the Church, and shall ensure the deposit of the same in the name of the Church in such bank or depository as the Council may direct. The Treasurer shall cause to be kept proper books of account and accounting records, and shall make such books and records available for inspection by any member of the Council at all reasonable times. The Treasurer shall submit financial statements to the Membership for each fiscal year of the Church. The financial statements shall be audited or subject to audit review. The Treasurer shall sign or countersign such instruments as may require his or her signature and shall perform all duties incidental to the office or as properly required by the Council.

As soon as practicable following the annual meeting of Members, the Treasurer shall establish, in consultation with the Pastor, a Finance Committee consisting of not fewer than 3 and not more than 6 Members (who may, but need not be Council members). The Treasurer shall convene and chair regular meetings of the Finance Committee. The Finance Committee shall assist the Treasurer in the performance of the duties outlined above and shall be responsible, with the Council, for the periodic review of the financial position of the Church, preparation of the Church budget, stewardship matters, long term financial planning, fund-raising for special projects, the review and recommendation of staff salaries and benefits, and the granting of honoraria.

1103 HONOURARY DESIGNATIONS

~~The honorary designations of Pastor Emeritus and Honourary Life Elder may be conferred by the Membership upon any person, in recognition of outstanding service to the Church. Pastors Emeritus and Honourary Life Elders shall be entitled to attend and participate at all meetings of the Council, but shall not be entitled to vote thereat.~~

ARTICLE 12

TRUSTEES

12.01 QUALIFICATIONS

To qualify for election as a Trustee of the Church, a candidate shall:

- 1) be a Member of the Church;
- 2) be at least 21~~24~~ years of age, male or female; and
- 3) meet the character requirements of an elder or deacon as described in I Tim. 3.

12.02 NUMBER, ROLE AND TERM

The Members shall, as required, elect three Trustees, whose duty it shall be to hold the property of the Church in trust for the benefit of the Members. The Trustees shall have no personal or beneficial interest in the property of the Church, and shall only and always deal with the Church property in accordance with the written directions of the Council. Each of the Trustees shall be elected for a three-year term.

ARTICLE 13 NOMINATING COMMITTEE

13.01 COMPOSITION

The Nominating Committee shall be comprised of not fewer than ~~four~~ three ~~and not more than eight~~ Members recognized in the congregation for their spiritual maturity, discernment and knowledge of the Membership. Whenever possible, one member of the Nominating Committee shall also have served on the Nominating Committee during the preceding year. No member of the Nominating Committee shall concurrently be serving as a Council member. All members of the Nominating Committee shall be elected by the Membership at its annual meeting and shall continue in office until the next annual meeting of Members. Immediately following their election, the members of the Nominating Committee shall meet and shall designate from among their number a chairman~~chair~~, who shall be responsible for the calling and chairing of all subsequent meetings.

13.02 DUTIES AND RESPONSIBILITIES

The Nominating Committee shall be responsible to review the performance of the Council members on an on-going basis, to assess the requirements of the positions to be filled in the ensuing year, and to recommend to the Membership qualified, willing and able candidates to fill such upcoming vacancies. The duties of the Nominating Committee shall include the following:

- 1) to consult with the Pastoral Staff, the Chairman~~Chair~~, the Council members and the Membership, as appropriate, for the purpose of reviewing the respective Council members' performance in office and assessing the extent to which the mandate of any Ministry Team position ought, in future, to be narrowed or broadened or whether additional human or other resources are required for the proper fulfilment of the role;
- 2) to identify, in consultation with the Pastoral Staff and Elders, the spiritual gifts most needed by the persons who are to fill the upcoming vacancies on the Council, and to identify candidates who possess such gifts and who are otherwise qualified for election to the Church Council;
- 3) to compile a slate of nominees to fill the vacancies on the Council in the ensuing year;

- 4) to compile a slate of nominees to fill any vacancies in the *offices* of the Trustees in the ensuing year;
- 5) to approach each prospective nominee to determine whether such person is willing and able to act in the capacity for which he or she is to be nominated;
- 6) to review the efficacy of the then current Ministry Team classifications and, when required, to recommend to the Membership the appropriate changes to the classification of the Ministry Teams and any consequential changes to the designated number of Council members; ~~and~~
- 7) to recommend persons to fill any vacancy on the Council; ~~and~~.
- 8) to compile a slate of nominees to fill any vacancies on the Nominating Committee in the ensuing year, in the circumstances described in Subsection 14.02(3).

ARTICLE 14

ELECTIONS

14.01 SUBMISSION AND POSTING OF NOMINATIONS

At least ~~30~~²¹ days prior to the annual meeting of Members, the Nominating Committee shall submit to the Secretary a list of nominees for election to the specific positions on the Council and of the Trustees which are to be filled at the annual meeting. No person shall be named as a nominee unless such person has consented to act in the capacity for which he or she is to be nominated. The Secretary shall cause the list of nominees to be posted in three conspicuous places in the Church building for at least ~~28~~¹⁸ days prior to the annual meeting.

14.02 NOMINATIONS BY MEMBERS

- 1) Additional nominations for the available positions on the Council or of the Trustees may be made in writing, if signed by any three Members and submitted to the Secretary at least 7 days prior to the annual meeting of Members. The names of such additional nominees shall forthwith be added to the posted lists of nominees as prepared by the Nominating Committee, provided that each such additional nominee has consented to act in the capacity for which he or she has been nominated.
- 2) Nominations for election to the Nominating Committee may be submitted to the Secretary by any Member at least 7 days prior to the annual meeting of Members. A list of the names of such nominees shall be posted beside each of the lists referred to in Section 14.01, provided that each of such persons has consented to so act as a member of the Nominating Committee.

- 3) If, ~~147~~ days prior to the annual meeting of Members, fewer than ~~43~~ Members have been duly nominated to serve on the Nominating Committee for the following year, the current Nominating Committee shall submit to the Secretary such additional nominations as are necessary to satisfy the requirements of Section 13.01.

14.03 ELECTIONS

The election of Council members, Trustees, and Nominating Committee members shall be conducted by ballot at each annual meeting of Members, in such manner as the ~~chairman~~~~chair~~ of the meeting shall direct. The results of the ballot so taken shall be announced to the Members at the annual meeting, and shall be final and binding.

14.04 VACATION OF OFFICE

The office of a Council member, Trustee, or Nominating Committee member shall be vacated if:

- 1) such person becomes disqualified for his or her office in accordance with the provisions of this Constitution; or
- 2) by notice in writing to the Secretary, such Council member resigns from office and such resignation, if not effective immediately, becomes effective in accordance with its terms.

A quorum of the Council may fill any vacancy in the Council or of the Trustees, taking into account any recommendation of the Nominating Committee in that regard. The Council shall, by ordinary resolution, fill any vacancy on the Nominating Committee as soon as reasonably practicable. Any vacancy so filled shall be effective until the next regular meeting of the Members.

ARTICLE 15

PASTORS

15.01 RECOMMENDATION OF PASTORS

All candidates for any available position of Pastor or any other Pastoral Staff position shall be interviewed by the Council and examined as to such person's¹² experience, commitment to the Christian faith and doctrine as espoused by the Church, and compatibility with the philosophy of the Church. If approved by not fewer than ~~3/4~~ ~~3/4~~ of the votes cast by the Council at a duly constituted meeting, such Pastoral Staff candidate shall be recommended to the Membership at its annual meeting or at a special meeting of Members called for that purpose.

15.02 ELECTION OF PASTORS

The election of any Pastoral Staff member shall be conducted by ballot at an annual meeting or a special meeting of Members duly called for that purpose, in such manner as the ~~chairman~~chair of the meeting shall direct. A member of the Pastoral Staff shall be elected only if approved by not fewer than ~~3/3/4~~ of the votes cast by Members present or represented by proxy and voting at such meeting.

15.03 DUTIES AND RESPONSIBILITIES

The Pastoral Staff shall have general responsibility to provide spiritual leadership to the Church and, with the Council, to direct the ministries of the Church. The duties of the Pastoral Staff shall include the following:

- 1) to foster a spiritual environment and structure within the Church; by which believers will be trained for leadership and service, so that the Church may be built up through discipleship and outreach, as described in Ephesians 4:12;
- 2) to initiate vision for the Church, in cooperation with the Elders;
- 3) to initiate and coordinate ministries and programs, in conjunction with the Ministry Team Leaders, in accordance with the stated purpose of the Church;
- 4) to teach the scriptures, pray, lead, train, counsel, and administrate so as to accomplish the above; and
- 5) to perform such other duties as may be set out in the job descriptions for the respective members of the Pastoral Staff or as may be agreed upon with the Council.

Each member of the Pastoral Staff shall be an *ex-officio* member of all Ministry Teams and committees of the Church.

15.04 ANNUAL REVIEW

Not less than two months prior to the annual meeting of Members, each member of the Council shall complete and submit to the ~~Chairman~~Chair a written questionnaire, evaluating the performance of each member of the Pastoral Staff during the preceding year. Such questionnaire shall be in form prescribed by the ~~Chairman~~Chair, but shall include the question: "Are you in favour of confirming the

| [Assistant/Associate] Pastor in office?"

