

Constitution of Springbank Community Church

ARTICLE I — NAME

The name of this church shall be Springbank Community Church.

ARTICLE II — AFFILIATION

Springbank Community Church is an affiliated church of the Christian and Missionary Alliance in Canada.

ARTICLE III — PURPOSE

The purpose of this church is to glorify God by proclaiming the good news of Jesus Christ and persuading men and women to become His disciples and dependable members of His church.

Certain principles condition the implementation of this purpose.

- a. The church fosters spiritual maturation through participation of its members in worship and nurturing activities according to their maturity, gifts and abilities in ministering to the needs of the body in her task of evangelization at home and abroad.
- b. The church observes the ordinances of believer's baptism and the Lord's Supper and complies with the biblical qualifications for selection of church leadership. She considers the basic methods of communicating the Gospel to be through worship, preaching, teaching, witnessing and example. She takes discipline and restoration of the offender seriously. She holds that the fullness of the Holy Spirit is essential for holiness of life and effective witness. She affirms the necessity for fervent prayer, faithful service and sacrificial giving as modeled by Christ Himself. She regards social service and good citizenship as outgrowths of the Gospel.
- c. The local church is the visible, organized expression of the Body of Christ. She conducts her affairs decently and in order. She organizes herself so that all members can contribute according to their gifts and abilities to the total working of the body. She operates on the assumption that the congregation finds broader meaning and outreach by fulfilling her biblical responsibilities within and beyond the life and witness of the denomination.

- d. The church cultivates fellowship and not sectarianism. Her local and extended family seeks for common spiritual ground on which fellowship with other groups may be enriched and strengthened through an open and transparent relationship.

ARTICLE IV — STATEMENT OF FAITH

This church subscribes to the following Statement of Faith which is the Statement of Faith of The Christian and Missionary Alliance in Canada. (All references are in Appendix 1 of this constitution.)

- a. There is one God,¹ who is infinitely perfect,² existing eternally in three persons: Father, Son and Holy Spirit.³
- b. Jesus Christ is true God and true man.⁴ He was conceived by the Holy Spirit and born of the Virgin Mary.⁵ He died upon the cross, the Just for the unjust, as a substitutionary sacrifice, and all who believe on Him are justified on the ground of His shed blood. He arose from the dead according to the Scriptures.⁶ He is now at the right hand of the Majesty on high as our great High Priest.⁷ He will come again to establish His kingdom of righteousness and peace.⁸
- c. The Holy Spirit is a divine Person, sent to indwell,⁹ guide, teach and empower the believer, and to convict the world of sin, of righteousness and of judgment.¹⁰
- d. The Old and New Testaments, inerrant as originally given, were verbally inspired by God and are a complete revelation of His will for the salvation of people. They constitute the divine and only rule of Christian faith and practice.¹¹
- e. Humankind, originally created in the image and likeness of God,¹² fell through disobedience, incurring thereby both physical and spiritual death. All people are born with a sinful nature, are separated from the life of God, and can be saved only through the atoning work of the Lord Jesus Christ.¹³ The destiny of the impenitent and unbelieving is existence forever in conscious torment, but that of the believer is everlasting joy and bliss.¹⁴
- f. Salvation has been provided only through Jesus Christ. Those who repent and believe on Him are united with Christ through the Holy Spirit and are thereby regenerated (born again), justified, sanctified and granted the gift of eternal life as adopted children of God.¹⁵
- g. It is the will of God that in union with Christ each believer should be sanctified thoroughly¹⁶ thereby being separated from sin and the world and fully dedicated to God, receiving power for holy living and sacrificial and effective service toward the completion of Christ's commission.¹⁷ This is accomplished through being filled with the Holy Spirit which is both a distinct event and progressive experience in the life of the believer.¹⁸

- h.** Provision is made in the redemptive work of the Lord Jesus Christ for the healing of the mortal body. Prayer for the sick and anointing with oil as taught in the Scriptures are privileges for the church in this present age.¹⁹
- i.** The universal church, of which Christ is the Head, consists of all those who believe on the Lord Jesus Christ, are redeemed through His blood, regenerated by the Holy Spirit, and commissioned by Christ to go into all the world as a witness, preaching the Gospel to all nations.²⁰ The local church, the visible expression of the universal Church, is a body of believers in Christ who are joined together to worship God, to observe the ordinances of baptism and the Lord's Supper, to pray, to be edified through the Word of God, to fellowship, and to testify in word and deed to the good news of salvation both locally and globally. The local church enters into relationships with other like-minded churches for accountability, encouragement and mission.²¹
- j.** There shall be a bodily resurrection of the just and of the unjust; for the former, a resurrection unto life;²² for the latter, a resurrection unto judgment.²³
- k.** The Second Coming of the Lord Jesus Christ is imminent and will be personal and visible.²⁴ As the believer's blessed hope, this vital truth is an incentive for holy living and sacrificial service toward the completion of Christ's commission.²⁵

ARTICLE V — RELATIONSHIP

This church is an affiliated church of the district and national organizations of The Christian and Missionary Alliance in Canada. Springbank Community Church will seek guidance and be consistent with policies of The Christian and Missionary Alliance in Canada.

ARTICLE VI — ORDINANCES

Believer's baptism and the Lord's Supper are recognized as the two ordinances of the Church as commanded by the Lord Jesus Christ. Baptism is an act of obedience for all believers. While other modes of believer's baptism are recognized, baptism by immersion is taught and practiced as the scriptural mode. The Lord's Supper is administered regularly and offered to all believers.

ARTICLE VII — MEMBERSHIP

Section 1: Privileges and Qualifications

There shall be a voting membership and such additional types of association as may be defined in the bylaws.

The privileges of membership include eligibility to vote, to be considered for election to serve on the Board subject to Article VIII and such further privileges as may be specified in the bylaws.

The qualifications for membership include a credible testimony of faith in the Lord Jesus Christ before members of the Board; believer's baptism, a commitment to the principles of the Preamble, a commitment to the Purpose (Article III) and Statement of Faith (Article IV) of this church, regular weekend attendance, serving, tithing, a commitment to maintaining the unity of SCC, submission to the discipline procedures of The Christian and Missionary Alliance in Canada, and such further qualifications as may be specified in the bylaws.

Procedure: Membership requests are signified by signing the membership application and the Statement of Faith. Membership requests shall be granted to qualified applicants upon recommendation of the Elders.

Section 2: Discipline

Discipline is an exercise of that spiritual authority which the Lord Jesus has given to His Church. The purposes of discipline are to maintain the honour of the Redeemer, the purity of the Church, the spiritual benefit of the members and the restoration of the offender. The discipline of a member shall be the responsibility of the Board or its designates. The Church will use guiding principles for discipline and restoration from the CMA.

Section 3: Withdrawal of Membership

Membership in the church may be withdrawn by the Elders for one or more of the following reasons:

- a. At the written request of the member.
- b. When the member moves away from the community.
- c. When the member shows a prolonged disinterest in being part of the church by not attending, serving and tithing. Notification will be sent to the member to determine their status.
- d. When the member displays a persistent violation of Biblical principles. However; no member shall be dismissed from membership until such a one has been advised by the Elders of its intention to consider dismissal and has been given opportunity to meet with the Elders. (Matt. 15:18,19) Any member who has been removed by the church shall, upon giving evidence of true Biblical repentance, be reinstated into full fellowship.

Section 4: Spiritual Practices

Each member shall strive by the aid of the Holy Spirit to:

- a. Love God with all their heart, mind, soul, and strength.

- b. Turn from sin, and follow in the steps of the Savior.
- c. Stimulate his/her spiritual life through a disciplined personal devotional time, and be faithful in his/her stewardship of life and possessions.

ARTICLE VIII — GOVERNMENT

There shall be an annual meeting of the membership to be held as specified in the bylaws. It shall include but not be limited to: receive reports from the Senior Pastor and the Board, receive financial statements, the membership will receive and vote on the operating budget for the ensuing year and the reviewed financial statements.

Unless another process for election is stipulated in the bylaws, at the annual meeting the members shall elect a Board from among the voting membership to be responsible for the affairs of the church between annual meetings. The Board is amenable both to the membership and to the District Superintendent as constitutionally defined.

Meetings of the membership may be called by the Board by proper notice to the membership as specified in the bylaws. The Chair of the Board or his/her appointee shall act as the chair of meetings of the membership.

ARTICLE IX — BOARD

Section 1: Composition and Responsibilities

The highest functioning authority of the local church shall be the Board of Elders which may be called by another name and is herein referred to as the Board. Board members shall be elected, and along with the Senior Pastor, will provide oversight of the ministry and operation of the local church. Criteria for membership on the Board are the biblical qualifications of elder.

The Board shall have a minimum number of six members, including the Senior Pastor, with the maximum number to be established by the bylaws. Elders must be men and women recognized by their spiritual maturity, example and leadership. Specifically, the qualifications for those holding this office shall be such as laid down in 1 Timothy 3.

With the exception of the Senior Pastor, who is a member ex-officio, the members of the Board shall be elected at the annual meeting unless another process for election is stipulated in the bylaws. The Nominating Committee presents elders and Finance and Facilities Committee nominees to be voted upon by members. The elders shall elect a chair annually.

The Senior Pastor shall have primary responsibility for oversight of the Board and the church and shall function within the job description approved by the Board. Elders will not replace themselves without a membership vote. The Board shall have authority to fill vacancies on committees between annual meetings on Finance Facilities and HR

committees. It shall hold regular meetings for prayer and business and shall report as the church membership may decide. Special meetings of the Board may be called by the Chair or upon written request by a majority of its members. All other officers and organizations, except the nominating committee, are amenable to the Board.

Persons shall not vote on any matter which may directly or indirectly result in financial benefit to them, whether such benefit be in the nature of salary or other payment.

Section 2: Officers

The officers of the church shall include, but not be limited to, the Chair, Secretary and Treasurer. Additional officers of the church may be designated by the bylaws of the church or laws of the province or territory in which this church is located. They shall be appointed from among the Board members.

Section 3: Duties

The officers shall carry out the following duties and such additional duties as directed from time to time by the Board:

Chair—The Chair shall preside at regular and special meetings of the Board.

Secretary—The Secretary shall keep the minutes of meetings of the Board and the membership. The Secretary shall have the care of the corporate seal, if any, and ensure the safekeeping of the official records. The Secretary shall conduct the official correspondence of the church as directed by the Board.

Treasurer—The Treasurer shall ensure that all funds of the church are received and disbursed as directed by the Board, shall ensure that proper records are maintained and shall report as required. The Treasurer will be responsible to receive and pay out monies on behalf of the church, and issue receipts in accordance with the prescribed income tax regulations.

ARTICLE X — PASTOR AND LICENSED WORKERS

Section 1: Senior Pastor

The District Superintendent shall suggest to the Board such workers as in his judgment have proper qualifications for Senior Pastor for this church. The Board shall give consideration only to candidates approved by the District Superintendent. The Board shall present a candidate for Senior Pastor at a special meeting of the membership. The Senior Pastor will be given a call provided at least eighty per cent of voting members are in favor of the motion of appointment. Upon his appointment the Senior Pastor and his wife become members of the church.

The Senior Pastor may resign from the church by giving due notice of his intention to the District Superintendent and the Board. The Senior Pastor will be encouraged to give three

months notice. The Board may, with the approval of the District Superintendent, terminate the employment of the Senior Pastor in accordance with the policies of the Christian and Missionary Alliance in Canada. Pastoral dismissal shall require a majority vote of two thirds of the voting members.

The District Superintendent may, after consultation with the Board and with the approval of the District Executive Committee, terminate the appointment of the Senior Pastor. The conditions are violation of scriptural moral standards, which shall include, but not be limited to, sexual activity outside of a monogamous heterosexual marriage, sexual harassment or assault, homosexuality, misappropriation of funds, dishonesty or fraud in business and legal transactions, guilt in a criminal offence.

Section 2: Pastors (other than senior) and Licensed Workers

The HR Committee, of which the Senior Pastor is a member, shall consider for ministry staff only those candidates who in their judgment have proper qualifications for pastor or licensed worker in the church set by the Christian and Missionary Alliance. Licensed workers refers to the accreditation process of the Christian and Missionary Alliance, a process which all ministry staff must complete. All licensed workers shall be nominated by the HR Committee and called by the Board. Upon appointment, they become members of the church.

The licensed worker may resign from the church by giving due notice of intention to the Senior Pastor and the Board. The Senior Pastor may, with the approval of the Board, and after consultation with the District Superintendent, terminate the employment of workers covered in this section in accordance with the policies of The Christian and Missionary Alliance in Canada. The District Superintendent may, after consultation with the Senior Pastor and Board, and with the approval of the District Executive Committee, terminate the appointment of the licensed worker.

ARTICLE XI — ORGANIZATIONS

The Board may establish organizations, committees and teams strategic to fulfilling the purpose of this church. They shall be under the authority of the Board and shall fulfill the duties determined by the Board.

ARTICLE XII — MISSIONS

The biblical basis of missions and the current efforts to transform the world for Christ shall be emphasized and promoted throughout the year in conjunction with the district and national programs of The Christian and Missionary Alliance in Canada. The church shall:

- a. Enlist prayer support.
- b. Recruit workers.

- c. Raise financial support for the global work of The Christian and Missionary Alliance.
- d. Local initiatives are encouraged.

ARTICLE XIII — PROPERTY AND RECORDS

The rules to be complied with before any of the property of the Church shall be dealt with by the officers thereof are as follows:

- a. A meeting of the church shall be called by the Chair of the Board for that purpose, and members present at such meeting shall vote and a majority of not less than two thirds of those present and voting shall be necessary to affirm the issue.
- b. A special meeting of the church to consider any proposed dealing with the property thereof shall be called by giving not less than three weeks notice including two Sundays, before the date of the meeting. The notice shall:
 - State the time, place and particular object for which the meeting is called.
 - Be posted at the church or meeting place of the church.
 - Shall be read at all intervening services held in the meeting place.

ARTICLE XIV — COMMITTEES

Section 1: Nominating Committee

The Nominating Committee shall be responsible for selecting a slate of nominees for the Board at least three weeks prior to the Annual General Meeting. If possible, the committee shall seek to nominate at least one person for each position that is open. The Nominating Committee shall consist of the Senior Pastor and a minimum of two active members with equal representation from the Board and the membership. The committee shall choose its own chair. The Nominating Committee presents elders and Finance and Facilities Committee nominees to be voted upon by members.

Section 2: Finance and Facilities Committee

The Finance and Facilities Committee shall be responsible for preparing the annual budget for presentation to the Board, oversee the risk management of the church, and oversee the maintenance and operation of the church facility and any other responsibilities delegated to the committee by the Board. The Finance and Facilities Committee shall be comprised of a minimum of three members including the Treasurer. The committee shall choose its own chair.

Section 3: Human Resources Committee

The Human Resources Committee shall be responsible for:

- a. Selection and ongoing minimum annual appraisal of staff, preparations of recommendations to the Board relating to staff compensation matters.
- b. Provision of a framework to ensure areas of conflict is appropriately handled.

The Human Resources Committee shall be comprised of a minimum of four members including the Senior Pastor and a member of the Board.

Section 4: Committee Attendance

Because of the great responsibilities entrusted to members of church committees, it is necessary for all such members to attend scheduled meetings. Committee members, who are absent from three (3) consecutive scheduled meetings and are not excused from attendance by the committee chair, shall be deemed to have submitted their resignation from serving on that committee.

Section 5: Other Committees

Other committees may be established by the Board, on a temporary basis, as required.

ARTICLE XV — ELECTIONS

In preparation for elections at the annual meeting, the Nominating Committee shall present and post, at least three weeks prior to the annual meeting, one name for each office to be filled. Any procedures for receiving additional nominations from the membership shall be specified in the bylaws. Elections shall be by ballot and, in order to be elected to the Board, a nominee must receive at least a majority of the ballots cast. In cases where only the required minimum number of individuals is nominated, the ballot may be waived by unanimous vote.

Terms of Officers:

- a. Elders shall serve for a term of two years to a maximum of three consecutive terms.
- b. Chair and Secretary of the annual meeting shall be appointed by the Board.
- c. Treasurer shall be elected by the members annually.
- d. Retiring officers shall be eligible for re-election after one year.
- e. Ex Officio: The pastor shall be an ex officio member of all committees.

ARTICLE XVI — MEETINGS

Section 1: Annual Meeting

An annual meeting of members shall be held within one hundred and twenty days of the fiscal year end. Members shall receive notice of the annual meeting on each of two Sundays preceding the date of the meeting.

Section 2: Special Meetings

The Board may call special meetings of the membership at any time upon three weeks notice. A special meeting should be required in the following circumstance:

- a. Calling or dismissal of the Senior Pastor.
- b. Change in bylaws.
- c. Purchase or sale of real property.
- d. Change in affiliation status or affiliation with any other church.

In these cases, vote approval should be two thirds majority of members present.

Members may request special meetings of the membership by written request to the Board and upon approval of the Board of Elders.

Quorum: Thirty (30) percent of members present at any meeting of the church shall constitute a quorum, and if no quorum is present at a meeting, it shall be adjourned one week.

2/3majority vote is required for decisions at special meetings and the annual meeting, exception being the Senior Pastor vote requires 80% majority vote.

ARTICLE XVII — BYLAWS

Budget: The annual operating budget shall be presented by the Board and voted on by the membership at the Annual Meeting. The purpose of this budget is to provide a financial plan for the upcoming year. From time to time financial needs may arise during the year which have not been provided for in the budget. In such a case, the Board will consult with the Finance and Facilities Committee. The Board is empowered to expend additional funds that are, in their prayerful judgment, deemed necessary, if the revenues to cover such expenditures are or will be available from non-debt resources.

Fiscal Year: Beginning in 2006, the budget, planning and fiscal year will be July 1 to June 30.

Signing Authority: Two of the Treasurer and Administrator and two members of the Board shall constitute signing authority of the church.

Profits: The organization shall be carried without purpose of gain for its members, and any profits or other accretions of the organization shall be used in promoting its objects.

Winding Up: In the event that Springbank Community Church is dissolved or wound up, the remaining assets of the church shall be distributed to an evangelical, Christian Canadian charitable organization, approved under the Income Tax Act as a charitable organization, and selected by the Church.

ARTICLE XVIII — AMENDMENTS

This Constitution may be amended at any annual church meeting or at any special church meeting duly called for the purpose. Any resolution amending the constitution shall be valid only if passed by a majority of not less than two thirds of those present and voting at the meeting.

By-law Amendments: These by-laws may be amended at any annual or special meeting of the membership if passed by a two thirds majority of the voting members.

APPENDIX 1
REFERENCES FOR STATEMENT OF FAITH

1	Isa. 44:6; 45:5-6	15	Titus 3:5-7; Acts 2:38; John 1:12; 1 Cor. 6:11
2	Matt. 5:48; Deut. 32:4	16	1 Thes. 5:23
3	Matt. 3:16-17; 28:19	17	Acts 1:8
4	Phil. 2:6-11; Heb. 2:14-18; Col. 2:9	18	Rom. 12:1-2; Gal. 5:16-25
5	Matt. 1:18; Luke 1:35	19	Matt. 8:16-17; James 5:13-16
6	1 Cor. 15:3-5; 1 John 2:2; Acts 13:39	20	Eph. 3:6-12; 1:22-23
7	Heb. 4:14-15; 9:24-28	21	Acts 2:41-47; Heb. 10:25; Matt. 28:19-20; Acts 1:8; 11:19-30; 15
8	Matt. 25:31-34; Acts 1:11	22	1 Cor. 15:20-23
9	John 14:16-17	23	2 Thes. 1:7-10
10	John 16:7-11; 1 Cor. 2:10-12	24	1 Thes. 4:13-17
11	2 Tim. 3:16; 2 Peter 1:20-21	25	1 Cor. 1:7; Titus 2:11-14; Matt. 24:14; 28:18-20
12	Gen. 1:27		
13	Rom. 8:8; 1 John 2:2		
14	Matt. 25:41-46; 2 Thes. 1:7-10		