

CRAIGMORE CHRISTIAN CHURCH INCORPORATED

CONSTITUTION and RULES

(REVISED NOVEMBER, 2007)

1.0 NAME

The name of the association herein referred to as *The Association* shall be the Craigmore Christian Church Incorporated.

2.0 DEFINITIONS

"Committee" means the Committee of Management of the Association , which comprises the Trustees of the Craigmore Christian Church who are the Elders of the Church, being duly appointed in accordance with the New Testament Church governance pattern as outlined in 1 Timothy 3v1-7; 2v12-13 and Titus 1v6-9.

"General meeting" means a general meeting of members of the association convened in accordance with these rules.

"Member" means a member of the association.

"The Act" means the Associations Incorporation Act 1985.

"Special resolution" means a special resolution defined in the Act.

"Month" shall mean a calendar month.

"Trustees" shall mean the Elders of the Craigmore Christian Church Incorporated.

3.0 OBJECTS AND PURPOSES

The objects and purposes of the Association are

3.1 For the worship and service of God by like-minded believers in Jesus Christ.

3.2 For teaching and preaching the Word of God.

- 3.3 For the observance and maintenance of the doctrines set out in the Statement of Faith at Rule 12.
- 3.4 For the uniting of like-minded Christians in Christian love and the purposes of God's Kingdom.
- 3.5 To establish and maintain a combined Christian primary and secondary day school, as a single or multi-campus School, and associated educational activities and enterprises.
- 3.6 To establish and maintain a Christian retirement village and associated requirements.
- 3.7 To establish any ministry activity or organizational structure that is deemed to be appropriate by the Trustees for serving the Great Commission in Matthew 28:18-20 as may be seen fit from time to time, such as a Camp Site, a Radio Station, a Television Station, a Christian Book Shop, Counselling Centre, Bible college, or Teacher Training College, etc.
- 3.8 The receiving, borrowing, holding or investing of monies or other property to serve the purposes of God's Kingdom and the proclamation of the Gospel of Jesus Christ.
- 3.9 The giving, spending or lending of money for the purchase of land or other property, or for the repair or alteration of any property that facilitates the extension and interests of God's Kingdom.
- 3.10 The selling, giving, leasing or otherwise making available of any property for use by approved persons that have a common interest in God's Kingdom.

4.0 THE SITUATION

The situation of the Association shall be Craigmore Christian Church, 213 Yorktown Road, South Australia, 5114.

5.0 PUBLIC OFFICER

The Public Officer of the Association shall be the Chairman of the Committee of Management.

6.0 POWERS OF ASSOCIATION

The Association shall have all the powers conferred by Section 25 of the Association Incorporation Act 1985, and any and all such powers as defined in this Constitution that are not excluded by Section 25.

7.0 MANAGEMENT

By virtue of this Constitution, final authority for the Management of the Association shall rest in a Committee of Management comprising the Elders (Trustees) of the Craigmore Christian Church Incorporated.

8.0 COMMITTEE OF MANAGEMENT

8.1 Membership

The Committee of Management shall consist of not less than five (5) members and not more than twelve (12) members. Each member of the Committee of Management shall have the qualifications of Elders as laid down in I Timothy chapter 3 verses 1-7; chapter 2 verses 12 and 13, and Titus chapter 1 verses 6-9 of the Holy Bible.

The Committee of Management may add to its members as it sees fit up to the maximum prescribed, and it shall do so whenever its number falls below the minimum prescribed.

8.2 Meetings

The Committee of Management shall meet at least once in each month and may meet at other times provided that in all cases proper notice is given to each member of the Committee of Management. All decisions of the Committee of Management shall be by simple majority of those present at a meeting of the Committee of Management. The Committee of Management shall keep minutes of all meetings.

8.3 Office Bearers

The office bearers of the Committee of Management shall consist of a Chairman and such other office bearers (if any), as may be decided upon from time to time by the Committee of Management. The Committee of Management shall appoint the Secretary and Treasurer of the Association as and when it sees fit.

8.4 Election Meetings

At the first meeting of the Committee of Management in each calendar year, and no later than January 31 of that year, there shall be a meeting of the Committee of Management at which all offices shall be declared vacant and elections for office bearers shall be held. At least two (2) weeks notice in writing of such meeting shall be given to each member of the Committee of Management.

8.5 Quorum

The quorum for any meeting of the Committee of Management shall be a simple majority of the members of the Committee of Management.

8.6 Responsibilities

The Committee of Management shall be responsible for fulfilling the objects and purposes of the Association.

8.7 Disqualification

Members of the Committee of Management shall cease by the unanimous decision of the remainder of the Committee of Management in the event of a member failing to satisfy the Biblical, spiritual, and pastoral or leadership requirements for Eldership as determined by the unanimous decision of the remaining members of the Committee of Management.

9.0 DEACONS COMMITTEE

9.1 Membership

The Deacons Committee is to be appointed by the Committee of Management and shall consist of not less than five (5) members and not more than twelve (12) members. Each member of the Deacons Committee shall have the qualifications of deacons as laid down in I Timothy chapter 3 verses 8-13 and Acts chapter 6 verses 3-5 of the Holy Bible, and are to be baptised members of the Association who participate in regular fellowship at Craigmore Christian Church.

9.2 Meetings

The Deacons Committee shall meet at least once in each month and may meet at other times provided that in all cases proper notice is given to each member of the Deacons Committee. All decisions of the Deacons Committee shall be by simple majority of those present at a meeting of the Deacons Committee. The Deacons Committee shall keep minutes of all meetings.

9.3 Office Bearers

The office bearers of the Deacons Committee shall be Chairman, Minute Secretary and other such office bearers (if any) as may be decided upon from time to time by the Deacons Committee. The Committee of Management of the Association shall have the right of approval (or otherwise) of all Deacon Committee office bearers.

9.4 Election Meeting

Once in every calendar year there shall be a meeting of the Deacons Committee at which all offices shall be declared vacant and election for office bearers shall be held. At least nine (9) months shall elapse between such meetings. Two (2) weeks notice of such meetings shall be given to each member of the Deacons Committee.

9.5 Quorum

The quorum for any meeting of the Deacons Committee shall be by a simple majority of the members of the Deacons Committee.

9.6 Responsibilities

The Deacons Committee shall discharge its responsibilities at the direction of the Committee of Management, and as directed by the Committee of Management shall be responsible for those matters pertaining to the day to day running of the affairs of the Association.

9.7 Disqualification

Membership of the Deacons Committee shall cease if:-

- i. A member fails to meet the qualifications of 9.1 above;
- ii. A majority decision of the Committee of Management so determines;
- iii. A Deacon Committee member fails to attend two consecutive deacons meetings which have been convened with due notice, unless exemption has been given with the approval of the Committee of Management on the recommendation of the Chairman of the Deacons Committee.

10. RULES OF THE ASSOCIATION

10.1 Membership of Association

Membership of the Association shall be at the discretion of the Committee of Management and shall consist of those Christians who:-

- 10.1.1 Apply for membership and acknowledge that Jesus Christ is the Son of God and have received Him as their personal Saviour and Lord. (I John 5:1, 10:13 and Romans 10:9).

- 10.1.2 Are living lives free from continuing, unconfessed sin and consistent with their acceptance of Christ as Lord and Saviour. (Ephesians 2:10, I Peter 2:2-22, 1:15)
- 10.1.3 Subscribe in full agreement to the Statement of Faith embodied in Rule 12, or agree to respect the Statement of Faith by refraining from teaching or influencing other members or potential members to the contrary.
- 10.1.4 Promise to support the Association prayerfully and financially.

10.2 Disqualification from Association

Membership of the Association shall cease if in the unanimous agreement of the Committee of Management a person or persons are deemed to have acted in such a way as to be guilty of conduct which in the words of Ephesians chapter 5 verse 3 part (b)" *Ought not to be once named among you as becomes saints.*"

Furthermore it is to be noted that disqualification and subsequent disassociation is to follow in accordance with Ephesians chapter 5 verses 3-7 where specific behaviour and attitudes are specified as those which do not belong to those who have any inheritance in the Kingdom of God and with whom such should have no part.

10.3 Office Bearers of Association

Office bearers of The Association shall be a Treasurer and Secretary who shall be appointed annually by the Committee of Management.

10.4 Voting at Meetings of Association

Voting at any meeting other than for the purposes of altering the Constitution of Rules of the Association shall be by simple majority, the Chairman of the meeting, being the Public Officer of the Association, having one vote.

10.5 Amending the Constitution and Rules of Association

An alteration in the Constitution or Rules may be made only if supported by a majority vote at a meeting of the members of The Association, called specifically for the purpose by notice in writing given at least seven (7) days beforehand by the Secretary of the Association, as directed by a Committee of Management decision.

This majority vote to be thereafter ratified by a subsequent meeting of the Committee of Management of the Association with at least three quarters of that Committee voting in favour thereof.

10.6 Records of Association

The Secretary shall record minutes of all meetings of The Committee of Management and any special or general meeting of The Association, maintain an up to date list of members, and keep copies of all correspondence which, so far as outgoing correspondence is concerned, shall first be authorised by the Chairman.

The Treasurer shall record all receipts and payments and be responsible for the proper supervision of all financial matters affecting The Association. The Treasurer shall prepare financial accounts on an annual basis, the financial year ending on June 30, and such accounts shall be audited and presented at the Annual General Meeting of The Association which shall be held before August 31 each year.

The accounts and records of The Association shall be separate from the accounts and records of other institutions and undertakings which The Association conducts or to which it is related and shall show all monies received and expended by The Association, the manner in which such receipts and expenditures have taken place and the property assets and liabilities of The Association that result or are acquired by The Association.

10.7 Seal of the Association

The Seal of the Association shall not be affixed to any instrument except pursuant to a resolution of the Committee of Management recorded in the minutes of the Committee of Management and shall be affixed in the presence of two office bearers or other persons authorized by The Committee of Management to sign their names as witnesses to the affixing of the seal.

10.8 General Meetings of Association

10.8.1 Annual General Meetings

- a. The Trustees shall call an annual general meeting in accordance with the Act and the rules outlined herein.
- b. The first annual general meeting shall be held within eighteen months after the incorporation of the association, and thereafter before August 31 following the end of each financial year.
- c. The order of the business at the meeting shall be:
 - i. the confirmation of the minutes of the previous annual general meeting and of any special general meeting held since that meeting.

- ii. the consideration of the accounts and reports of the Association and the auditor's report.
- iii. the appointment of deacon members and election of officers where applicable.
- iv. the appointment of auditors.
- v. any other business requiring consideration in a general meeting as determined by the Trustees.

10.8.2 Special General Meetings

- a. The Committee of Management may call a special general meeting of the association at any time.
- b. Upon a requisition in writing of not less than 50% of the total number of members of the Association, the Committee of Management shall within one month of the receipt of the requisition, convene a special general meeting for the purpose specified in the requisition.
- c. Every requisition for a special general meeting shall be signed by the relevant members and shall state the purpose of the meeting.
- d. If a special general meeting is not convened within one month, as required by 10.8.2(b) above, the requisitionists, or at least 50% of their number, may convene a special general meeting. Such a meeting shall be convened in the same manner as nearly as practical as a meeting convened by the Committee of Management, and for this purpose the Committee of Management shall ensure that the requisitionists are supplied free of charge with particulars of the members entitled to receive a notice of meeting. The reasonable expense of convening and conducting such a meeting shall be borne by the Association.
- e. The unanimous decision of any such meeting referred to in 10.8.2(d) shall be communicated to the Committee of Management within seven days of the meeting. The Committee of Management will prayerfully consider the decision directed to them and give their adjudication within fourteen days from the Chairman's receipt of the decision. Any such adjudication will thereafter be binding upon the membership of the Association.

10.8.3 Notice of General Meetings

- a. Subject to 10.8.3(b), at least 14 days notice of any general meeting shall be given to members. The notice shall set out where and when the meeting will be held, and particulars of the nature and order of the business to be transacted at the meeting.
- b. Notice of a meeting at which a special resolution is to be proposed shall be given at least 21 days prior to the date of the meeting.

- c. A notice may be given by the Association to any member by serving the member with the notice personally, or by sending it by post to the address appearing in the register of members.
- d. Where a notice is sent by post:
 - i. The service is effected by properly addressing, prepaying and posting a letter or packet containing the notice; and
 - ii. Unless the contrary is proved, service will be taken to have been effected at the time which the letter or packet would be delivered in the ordinary course of post.

10.8.4 Proceedings at General Meetings

- a. The full membership of the Committee of Management, present personally or by proxy, shall constitute a quorum for the transaction of business at any general meeting.
- b. If within 30 minutes after the time appointed for the meeting a quorum of members is not present, a meeting convened upon the requisition of members shall lapse. In any other case, the meeting shall stand adjourned to the same day in the next week, at the same time and place and if at such adjourned meeting a quorum is not present within 30 minutes of the time appointed for the meeting the members present shall form a quorum.
- c. Subject to 10.8.4(d), the chairperson of the Trustees shall preside as chairman at a general meeting of the Association.
- d. If the chairperson is not present within five minutes after the time appointed for holding the meeting, or the Chairman is present but declines to take or retires from the chair, the members of the Committee of Management may choose a committee member to be the chairman of that meeting.

10.8.5 Voting at General Meetings

- a. Subject to these rules, every member of the Association has only one vote at a meeting of the Association.
- b. Subject to these rules, a question for decision at a general meeting, other than a special resolution, must be determined by a majority of members who vote in person or, where proxies are allowed, by proxy, at that meeting.
- c. Unless a poll is demanded by at least five members, a question for decision at a general meeting must be determined by a show of hands.

10.8.6 Poll at General Meetings

- a. If a poll is demanded by at least five members, it must be conducted in a manner specified by the person presiding and the result of the poll is the resolution of the meeting on that question.
- b. A poll demanded for the election of a person presiding or on a question of adjournment must be taken immediately, but any other poll may be conducted at any time before the close of the meeting.

10.8.7 Special and Ordinary Resolutions

- a. A special resolution is a special resolution as defined in the Act.
- b. An ordinary resolution is a resolution passed by a simple majority at a general meeting.
- c. All resolutions whether special or ordinary that receive the required majority support at a General or Special Meeting are to be forwarded to the Trustees, whose majority approval is required before the particular resolution is given effect by the Trustees in the conduct of the Association.

Should the Trustees not approve a resolution from a meeting of the members of the Association, then the resolution shall lapse following the written details of the Trustees' decision being made available to the members for their information.

10.8.8 Proxies

A member shall be entitled to appoint in writing a natural person who is also a member of the Association to be their proxy, and attend and vote at any general meeting of the Association.

10.9 Dispute Resolution

- a. The dispute resolution procedure set out in this rule applies to disputes under these Rules between –
 - i. a member and another member
 - ii. a member and the Association
 - iii. a member and the Trustees
- b. The parties to the dispute must meet and discuss the matter in dispute, and, if possible resolve the dispute within 14 days after the dispute comes to the attention of all of the parties.

10.9.1 Dispute Resolution Approach

The basis for dispute resolution centres upon the words of the Lord Jesus in Matthew 18. The Lord outlined His instruction to His disciples when someone does wrong with the words, "... *if your brother sins against you ...*" The reference to "brother" is to be seen in its widest possible context, and is to be applied to all people who are involved in association together in the Lord's work. The sin referred to could be any dispute or grievance that is real or perceived, and covers all types of situations where an individual feels aggrieved by the actions, attitudes or words of another. In such cases, Jesus outlined a three-step approach:

- a. The aggrieved person is to go individually and privately to the person who has caused offence and outline the grievance. This should be done in a controlled, non-aggressive manner, bearing in mind that "a soft answer turns away wrath, but a harsh word stirs up anger" – (Proverbs 15:1). The principle here is to try, as a first step, to resolve conflict on a one-to-one basis with the person concerned.

Jesus said, "*Tell him his fault*". In other words, explain what has caused offence. The focus here is on the personal sense of offence, not the other party's actions. It may be that an individual has got it wrong and become offended unnecessarily.

It is presumed by the Lord, that if an offence is explained to someone who did not mean to cause offence, then they will naturally and willingly want to put it right. Just because a person feels offended, does not imply that offence was intended. "Love is not easily provoked, does not think evil". (I Corinthians 13:5).

- b. Following 10.9.1(a) for the aggrieved party, where the issue remains unresolved, and ("*if they will not hear you*"), there are two situations possible:
 1. The other party did not mean to offend but is indifferent to feelings of offence that actions or attitudes have caused and is unwilling to correct the misunderstanding or apologize for any unintended consequences of their actions.
 2. The other party is aware of the offence that they have so caused and is not prepared to participate in a process of reconciliation and forgiveness.

Jesus said, "Take with you one, two or three witnesses that every word may be established."

These witnesses are not there to support or argue one side of the case. They are there to witness the attempt at reconciliation and perhaps assist in the mediation process.

- c. If the approaches 10.9.1(a) and (b) above do not succeed, then the matter is to be referred to the Trustees as a group who will arbitrate in the matter.

If the dispute involves the Trustees then the Trustees and the aggrieved party or parties are to agree to the appointment of a mutually acceptable arbitrating process involving persons who can adjudicate on the matter in dispute in Biblical terms and from a spiritual perspective consistent with Biblical teaching.

11.0 PECUNIARY OR PROPERTY BENEFITS OF THE ASSOCIATION

11.1 The income and property of The Association, whencesoever derived, shall be applied solely towards the promotion of the objects and purposes of The Association, and no portion therefore shall be paid or transferred directly or indirectly by any means whatsoever to any member of The Association provided that nothing herein shall prevent payment in good faith to any person including a member or employee of The Association for:-

- i. services rendered in respect of The Association
- ii. goods supplied in the ordinary and usual conduct of The Association
- iii. interest charges at rates not exceeding those for the time being prevailing in the community on money borrowed for the purposes of The Association from any such member or employee
- iv. reasonable rent for premises demised or let by any such member or person for the purposes of The Association.

11.2 The Association shall have the power to raise money or secure payment of money required for any of the objects of The Association or for the satisfaction and performance of any of the obligations or liabilities incurred or undertaken by The Association in such manner as the Committee of Management of The Association may from time to time think fit.

11.3 Money may be borrowed or raised by any means that the Committee of Management may determine from time to time and may include any or all of the following:-

- i. gifts and donations
- ii. subscriptions and fees
- iii. interest free loans
- iv. grants

11.4 Property Ownership

The Association shall have all the powers of property ownership as laid down in Section 25 of the *Associations Incorporation Act 1985* as amended, without in any wise limiting the effects of the following clause:-

The Association may in its Corporate name, hold, purchase or take on lease any land and may sell, exchange, mortgage, lease or build, erect, improve, repair, pull down, rebuild buildings and other structures and improve, maintain grounds and other things for the furtherance of the objectives of The Association, and without limiting the effects of the foregoing shall have all the powers of property ownership as laid down in the Associations Incorporation Act 1985 Section 25.

11.5 Indemnity

- a. Any representative of The Association who, acting in accordance with and by the authority of the Committee of Management or its delegate, accepts or incurs any personal liability on behalf of The Association shall be indemnified against any personal loss in respect of such liability.
- b. Every member of The Association acting in accordance with and by the authority of the Committee of Management shall be indemnified out of the assets of The Association against any personal liability in connection with the affairs of The Association incurred by that member in defending any proceedings whether civil or criminal in which judgement is given in that member's favour or in which that member is acquitted.

11.6 Winding Up

If upon the winding up or dissolution of The Association there remains after satisfaction of its debts and liabilities any surplus or property, the same shall not be paid or distributed among the members.

Upon winding up of The Association any surplus shall be given, or transferred, to such an Association having objects similar to those of The Association, and by its or their constituent rules prohibits the distribution of its or their income and property to the extent that is at least as great as is imposed on The Association as is determined by the members majority vote at or before the winding up or in default of such determination by a judge of the Supreme Court of South Australia.

12.0 STATEMENT OF FAITH

We believe in:-

- 12.1 The Bible as the Divinely inspired inerrant Word of God, the revelation of His mind and will to man, our infallible, all-sufficient guide for salvation and for the Christian life – 2 Timothy 3:16-17; 2 Peter 1:20-21.
- 12.2 One God, the Creator of all eternally existing in three Persons; Father, Son and Holy Spirit.
- 12.3 The Deity of the Lord Jesus Christ, that He is true God and true man begotten of the Holy Spirit, born of a virgin, and that He has a perfect and sinless humanity – John 1:1; Philippians 2:6; Matthew 1:23-25; I John 3:5.
- 12.4 The total depravity of the nature of man through his fall in the Garden of Eden, and the absolute inability of man to save himself from eternal punishment by his own works – Genesis 3; Romans 3:23; Ephesians 2:8-9.
- 12.5 The bodily resurrection of the just and the unjust, the everlasting blessedness of the saved – I Thessalonians 4:17; and the everlasting conscious punishment of the lost – Revelation 20:11-15.
- 12.6 The finished work of Christ on the Cross of Calvary, through which sacrifice Christ has effected complete and eternal redemption, God setting His seal of approval on the work of Christ by raising Him from among the dead, enthroned Him at His own right hand in Heaven and that He is the Head of the Church, the Lord of the individual, the High Priest over the House of God and Advocate in the family of God.
- 12.7 The immediate and eternal salvation of every person who truly believes on Christ and by faith rests on His finished work as the only righteous ground on which a Holy God can forgive his sins.

- 12.8 That all who by faith receive the Lord Jesus Christ as Saviour are born again of the Holy Spirit, indwelt by the Holy Spirit and by the Holy Spirit baptized into the Body of Christ, the Church, of which He is the risen and ascended head – I Corinthians 12:12-14; Ephesians 1:22-23; Colossians 1:18.
- 12.9 That the early church met together and *continued steadfastly in the apostles' doctrine and fellowship and in breaking of bread, and in prayers* – Acts 2:42 – God's pattern for the church today.
- 12.10 In the personal, imminent and premillennial coming of the Lord to the air to Rapture (catch up) the Church – I Thessalonians 4:13-17; and
- 12.11 The revelation of Christ in glory at His Second Advent to the Earth to establish His Kingdom on Earth and to reign in righteousness – II Thessalonians 1:6-10; Philippians 2:9-11.

We believe:-

- 12.12 That the response of all believers is to be baptised by immersion in water as a mark of obedience to the command of Christ that all disciples should be baptised – Matthew 28: 19-20; Acts 2: 41-42
- 12.13 In the priesthood of all believers and encourage all to fulfil their roles according to the teaching laid down in the Bible. In view of modern pressures, we note specifically the teaching regarding the role of men and women in the public worship of the Church – 1 Timothy 2: 8-14; 1 Corinthians 14: 33-35
- 12.14 That God has given spiritual gifts to the believers for the benefits of the Church and seek to develop these in the lives of each believer. However we are not a charismatic Church, in the modern, narrow sense of that word, and so do not teach or encourage believers to speak in "tongues" or "prophetic utterances".