

Constitution & Bylaws Update

In the fall of 2016, the New Societies Act came into effect. The Societies Act governs how societies (not-for-profit corporations) are created and run in B.C. The new Act includes significant updates to allow for more flexibility in how societies operate, while still protecting the public interest.

In order to make sure our society complies with this new Act, we needed to make some changes to our Constitution and Bylaws. We also took the opportunity to update our Bylaws to better reflect our current structure. You will see below our current version of the documents on the left side of the page, and the new version that we are proposing on the right side of the page; all changes are noted in red.

The Guiding Principles and Organizational Clarity documents will be made available upon request, as supplemental information only. If you would like a copy of these documents emailed to you, please contact the church office at office@central365.org.

In May the Lead Team invited the congregation to a meeting in order to receive input into the revision of Central's Bylaws. The Administrative Team, comprised of both ministry partners and leadership of Central, incorporated the changes into a final revision for presentation to the Lead Team; these changes are noted in blue. The Lead Team approved the final draft of the Bylaws and is recommending their acceptance at a meeting scheduled for July 4th at the Chilliwack Campus. Copies of the Bylaws will be available to the congregation in preparation for their approval at the congregational meeting. Please pick up a copy from the Welcome Centre or online and plan to be at our **General Meeting on July 4, 2017 at 7:30pm.**

PURPOSE: TO AFFIRM THE LEAD TEAM-APPROVED UPDATES IN THE ATTACHED CONSTITUTION AND BYLAWS FOR CENTRAL COMMUNITY CHURCH, AS PER THE NEW SOCIETIES ACT AND CENTRAL'S CURRENT ORGANIZATIONAL STRUCTURE.

Previous Version:

SOCIETY ACT

CONSTITUTION OF CENTRAL COMMUNITY CHURCH

ARTICLE 1 - NAME

The name of the church shall be CENTRAL COMMUNITY CHURCH and shall in these articles be called "the Church".

ARTICLE 2 - PURPOSE

The Church exists to lead people to be authentic followers of Jesus Christ. It will do this by:

- a) Community Formation: Creating a place of belonging and safety where people can learn to believe in Jesus, join others that are learning to behave like Him, and together become a living example of Him!
- b) Spiritual Formation: Enabling individuals through preaching, retreats and personal discipleship to develop an intimate relationship with Jesus through discovery and personal surrender that results in a life long process of transforming our thoughts, behaviours and relationships.
- c) Ministry Formation: Enabling individuals through preaching, teaching, personal discovery and opportunity to make a difference in the lives of others by serving each other and the community at large.

ARTICLE 3 - AFFILIATION

The Church is in partnership with the B.C. Conference of Mennonite Brethren Churches and is thereby affiliated with the Canadian Conference of Mennonite Brethren Churches. This article is alterable.

ARTICLE 4 - FAITH AND CONDUCT

The confession of Faith of the Conference of Mennonite Brethren Churches shall be the Confession of Faith of the Church. The Scriptures are accepted as the final authority in all matters of faith and conduct. This article is alterable.

ARTICLE 5 - DISSOLUTION

If upon dissolution or winding up of the church there remains after the satisfaction of all its debts and liabilities any property whatsoever, that property shall be transferred to the B.C. Conference of Mennonite Brethren Churches. This article is unalterable.

2017 Version:

Constitution of Central Community Church
(the Society)

Article 1 - Name

The name of the church shall be CENTRAL COMMUNITY CHURCH and shall in these articles be called "the Church".

Article 2 - Purpose

The Church exists to lead people to be authentic followers of Jesus Christ. It will do this by:

- a) Community Formation: Creating a place of belonging and safety where people can learn to believe in Jesus, join others that are learning to behave like Him, and together become a living example of Him!
- b) Spiritual Formation: Enabling individuals through preaching, retreats and personal discipleship to develop an intimate relationship with Jesus through discovery and personal surrender that results in a life long process of transforming our thoughts, behaviours and relationships.
- c) Ministry Formation: Enabling individuals through preaching, teaching, personal discovery and opportunity to make a difference in the lives of others by serving each other and the community at large.

[NOTE: ARTICLES 3, 4 & 5 were placed in the Bylaws, as per the New Societies Act rules and regulations.]

Previous Version:

Bylaws of CENTRAL COMMUNITY
CHURCH (the Society)

2017 Version:

Bylaws of CENTRAL COMMUNITY
CHURCH (the Society)

**PART 1 – DEFINITIONS AND
INTERPRETATION**

Definitions

1.1. In these Bylaws:

“Act” means the *Societies Act* of British Columbia as amended from time to time.

“Auditor” means the person or firm appointed to perform an audit or review of the Church’s finances.

“Bylaws” means these Bylaws as altered from time to time.

“Church” means the Society.

“Elder” means a Director of the Church.

“Guiding Principles” means the document established and kept by the Elders that contains their policies and procedures.

“Ministry Partners” means the members of the Church.

“Ministry Plan” means an annual plan for the Christian and charitable work of the Church for a period of time as required by the Guiding Principles.

“Moderator” means chairman of the Elders.

“Ordinary Resolution” means a resolution passed by simple majority (51%) of Ministry Partners present at a general meeting.

“Organizational Handbook” means the document established and kept by the Lead Pastor and the Pastoral Leadership Team that contains the policies and procedures of the operations of the Church.

“Pastoral Leadership Team” means the individuals the Lead Pastor appoints to work under him to assist in fulfilling his role and responsibilities of Lead Pastor.

Previous Version:

2017 Version:

“Ministry Leaders” means the Ministry Partners, staff or volunteers, organized into a team to oversee the Christian ministries under the direction of the Lead Pastor and his Pastoral Leadership Team.

“Special Resolution” means a resolution passed by not less than sixty-six percent (66%) of such Ministry Partners entitled to vote who are present in person at a general meeting of which notice specifying the intention to propose the special resolution has been duly given.

“The Elders” means the Directors of the Church.

Definitions in Act apply

1.2. The definitions in the Act apply to these Bylaws.

Conflict with Act or regulations

1.3. If there is a conflict between these Bylaws and the Act or the regulations under the Act, the Act or the regulations, as the case may be, prevail.

PART 2 – CONFESSION OF FAITH

The Confession of Faith

2.1. The confession of Faith of the Conference of Mennonite Brethren Churches shall be the Confession of Faith of the Church. The Scriptures are accepted as the final authority in all matters of faith and conduct. This provision was previously alterable.

PART 3 - AFFILIATION

3.1. The Church is in partnership with the B.C. Conference of Mennonite Brethren Churches (BCMB) and is thereby affiliated with the Canadian Conference of Mennonite Brethren Churches (CCMBC). This provision was previously alterable.

Previous Version:

2017 Version:

PART I – Membership

By-Law 1 - Acceptance of Members

The Church shall establish guidelines that will govern each of the following transactions whereby members are accepted by the Church:

1. Through baptism upon confession of their faith, attendance of the new members class and their commitment to the church's purpose through Community, Spiritual and Ministry Formation.
2. Through letters of recommendation from other Mennonite Brethren Churches upon attendance of the new members class and their commitment to the church's purpose through Community, Spiritual and Ministry Formation.
3. Through letters of recommendation from other denominations who practice baptism on the confession of faith, attendance of the new members class and their commitment to the church's purpose through Community, Spiritual and Ministry Formation.
4. Through evidence that they have been baptized upon the confession of their faith, attendance of the new members class and their commitment to the church's purpose through Community, Spiritual and Ministry Formation.

By-Law 2 – Sustenance of Membership

Membership is sustained through responsible Christian living, participation in the life of the church and annual affirmation. The Church may limit the privileges of a member under discipline. The Church shall establish guidelines that will govern these matters.

By-Law 3 – The Termination of Membership

The Church shall establish guidelines that will govern each of the following transactions whereby membership is terminated:

1. Through a letter of recommendation. Members may terminate their membership through requesting a letter of recommendation to another church.
2. Through a letter of release.

PART 4 – MINISTRY PARTNERS

Receiving of Ministry Partners

4.1. The Elders shall establish guidelines that will govern each of the following transactions whereby Ministry Partners are accepted into the Church:

1. Through baptism upon confession of their faith, attendance of the new Ministry Partners' class and their commitment to the church's confession of faith and mission.
2. Through evidence that they have been baptized upon the confession of their faith, attendance of the new Ministry Partners' class and their commitment to the church's confession of faith and mission.

Sustenance of Ministry Partnership

4.2. Ministry Partnership is sustained through responsible Christian living, participation in the life of the church and annual affirmation. The Church may limit the privileges of a Ministry Partner under discipline.

Termination of Ministry Partnership

4.3. The Elders shall establish guidelines that will govern each of the following transactions whereby Ministry Partnership is terminated:

1. Through a letter of recommendation. Ministry Partners may terminate their partnership through requesting a letter of recommendation to another church.
2. Through a letter of resignation.

Previous Version:

3. Through disciplinary action. Members may be expelled if they refuse to uphold the purpose of the church and no longer desire to follow Christ. Such action shall be taken only after serious attempts have been made by the Church to bring the person back. Before disciplinary action is taken, the person under consideration shall receive an explanation of the action being contemplated. The person shall have the right to a hearing prior to the disciplinary action.
4. Through death.

PART II – MEMBERSHIP MEETINGS AND PROCEDURES

By-Law 4 – Annual Membership Meetings

1. The Church shall convene for its annual membership meeting once a year. The fiscal year shall be determined by the membership and the exact time of meeting shall be set by the Lead Team.
2. The annual membership meeting shall be held to receive reports and financial statements from the Lead Team and Ministry Teams, to respond to recommendations and to make appointments, as required.
3. The agenda and reports for the annual membership meeting shall be published and distributed to the members at least two weeks prior to the meeting.

By-Law 5 – Interim membership meetings

1. A church membership meeting can be called, when required by the Lead Team.
2. Notice and an agenda for every membership meeting shall be published at least one week prior to the meeting.

2017 Version:

3. Through disciplinary action. **Ministry Partners** may be expelled if they refuse to uphold the purpose of the Church and no longer desire to follow Christ. Such action shall be taken only after serious attempts have been made by the Church to bring the person back. Before disciplinary action is taken, the person under consideration shall receive an explanation of the action being contemplated. The person shall have the right to a hearing prior to the disciplinary action **as defined in the “Guiding Principles.”**
4. Through death.

PART 5 – GENERAL MEETINGS OF MINISTRY PARTNERS

Notice of General Meetings

- 5.1. **General Meetings (including the Annual General Meeting)** may be called by the **Elders** when required at a time and place **they determine**. **Notice of the date, time and location of a General Meeting must be given to the Ministry Partners no less than twenty-one (21) days prior to the meeting via email, to all who have provided their email addresses to the Church, and through an announcement at the three (3) Sunday services prior to the meeting date. Any documents pertaining to a Special Resolution must be provided to the Ministry Partners no less than twenty-one (21) days prior to the meeting. If membership is less than 250 members, notice of a General Meeting must be given to the Ministry Partners fourteen (14) days prior to the meeting, and the agenda and reports shall be made available to the Ministry Partners at least one week prior to the meeting.**

The Annual General Meeting

- 5.2. An **Annual General Meeting of the Ministry Partners** must be held at least once per calendar year. Business at the meeting must include:
 1. The **Elders’** report on the financial statements of the Church for the previous financial year and the auditor’s report, if any, on those statements.
 2. The presentation of the annual budget and **Ministry Plan**.
 3. The presentation of Ministry Reports.
 4. **Any other reports of the Elders’ activities and decisions since the previous annual general meeting.**
 5. **The appointment of an auditor, if required.**

Previous Version:

2017 Version:

By-Law 6 – Procedures

1. All membership meetings shall conform to the standing rules as given in the Canadian Conference of Mennonite Brethren Churches' Leadership Handbook.
2. A quorum at meetings of the membership will consist of those present at a duly-called meeting.

Chair of General Meetings

- 5.3. The following individuals chair the General Meetings:
1. The Moderator of the Elders.
 2. If the Moderator is unable to preside as the chair, one of the other Elders appointed by the Elders shall preside.

Quorum for General Meetings

- 5.4. A quorum at General Meetings of the Ministry Partnership will consist of the Ministry Partners present at a duly-called meeting – a minimum of thirty (30).

Methods of Voting

- 5.5. Voting must be by a show of hands except that if, before such a vote, two (2) or more voting Ministry Partners request a secret ballot or a secret ballot is directed by the Moderator of the meeting, voting must be by a secret ballot.

Announcement of Voting Results

- 5.6. The chair of a meeting must announce the outcome of each vote and that outcome must be recorded in the minutes of the meeting.

Proxy voting not permitted

- 5.7. Voting by proxy is not permitted.

Matters decided by ordinary resolution

- 5.8. A matter to be decided at a General Meeting must be decided by ordinary resolution unless the matter is required by the Act or these Bylaws to be decided by special resolution or by another resolution having a higher voting threshold than the threshold for an ordinary resolution.

Previous Version:

PART III – THE LEAD TEAM, MINISTRY MANAGEMENT TEAM AND THE FINANCE TEAM

By-Law 7 – Lead Team

The directors of the church shall be known as the Lead Team. Their authority is anchored in the corporate body – the Church.

By-Law 10 – Role of the Lead Team

They are to use their wisdom, discernment and shepherding gifts to insure the church remains on “true north” biblically. They are the “keepers of the vision” and as such lead the church in major decision-making and strategic initiatives. In this regard they will:

1. Set the overall philosophy, vision and direction for the church in a context of prayer and Scripture. (Acts 6:4)
2. Oversee the shepherding to be sure that we are effectively achieving our purpose of leading people to be authentic followers of Jesus – always helping them take the next step with Him. (Acts 20:28)
3. That the body is being fed through insightful and accurate biblical teaching. They determine what are the major issues or essentials for Central to uphold, while avoiding needless controversy over minor issues. (Titus 1:9)
4. That the church is protected from harmful influences by confronting those who are contradicting biblical truth or who are continuing in patterns of sinful behaviour. In doing so, they are to keep closing potential entrances for Satan so that the truth of Christ will remain credible to both the congregation and the community. (Matthew 18:15-17)
5. That the life of the church is being well managed with the assistance of other competent and godly leaders. As legal trustees for the church, they oversee legal and financial matters, and set the church management policy.

By-Law 11 – Functions of the Lead Team

1. As servant-leaders the Lead Team has overseer responsibilities and as a team constitute the leadership of the local congregation.
2. The Lead Team shall make provision for the orderly conduct of all meetings and services.

2017 Version:

PART 6 – ELDERS, PASTORAL LEADERSHIP TEAM, AND FINANCES

A. Elders

Role of the Elders

6.1. The Elders are accountable to the Ministry Partners of the Church. They are to use their wisdom, discernment and shepherding gifts to ensure the church remains **rooted biblically**. They are the “keepers of the vision” and as such lead the Church in major decision-making and strategic initiatives. In this regard they will:

1. Set the overall philosophy, vision, and direction for the Church in a context of prayer and Scripture. (Acts 6:4)
2. Oversee the shepherding **of the Church** to be sure that we are effectively achieving our **mission** of leading people to be authentic followers of Jesus. (Acts 20:28)
3. **Ensure** that the body is being fed through insightful and accurate biblical teaching. They determine the major issues or essentials for Central to uphold, while avoiding needless controversy over minor issues. (Titus 1:9)
4. **Ensure** that the Church is protected from harmful influences by confronting those who are contradicting biblical truth or who are continuing in patterns of sinful behaviour. In doing so, they are to keep closing potential entrances for Satan so that the truth of Christ will remain credible to both the congregation and the community. (Matthew 18:15-17)
5. **Ensure** that the life of the Church is being well managed with the assistance of other competent and godly leaders. As legal trustees for the church, they oversee legal and financial matters, and set the church management policy.

Functions of the Elders

- 6.2.** As servant-leaders the **Elders** have overseer responsibilities and as a team constitute the leadership of the local congregation.
1. The **Elders** shall make provision for the orderly conduct of all meetings and services.

Previous Version:

3. All policy recommendations which arise out of a ministry area shall be reviewed by the Lead Team and if necessary brought to the church for approval.
4. The Lead Team shall be responsible for the overall direction of the various ministries. Ministry Team Leaders for the various ministries shall be affirmed by the Lead Team.
5. The Lead Team shall evaluate the ministry and review the needs of the Senior Pastor on an annual basis. They shall ensure that all staff receive appropriate evaluations so as to assist them in their ministries.
6. The Lead Team shall establish a pastoral search committee when a vacancy occurs in the pastorate. The committee shall be affirmed by the membership. The call of the Lead Pastor shall require an eighty percent (80) majority of all votes cast at a church membership meeting called for that purpose.
7. The Lead Team may approve new ministries or discontinue established ministries that are no longer serving the church's purpose.
8. The Lead Team shall ensure that the senior pastor creates a healthy team environment among the staff.
9. Each member of the Lead Team shall sign and abide by the "Confidentiality Agreement".
10. The Lead Team may establish an executive committee of the Lead Team.

By-Law 8 – Structure and Organization of the Lead Team

1. All members of the Lead Team shall be members of the church appointed by the membership in accordance with Church adopted procedures.
2. The number of members on the Lead Team shall normally be no fewer than five (5) and no more than nine (10), including the lead pastor and the lead associate.
3. The Lead Team shall appoint its own chairman and secretary.
4. The Lead Team shall meet not less than once a month and at such times and places as may, from time to time, be determined by the Lead Team.

2017 Version:

2. All policy recommendations which arise out of a ministry area shall be approved by the **Elders**.
3. The **Elders** shall be responsible for the overall direction of the various ministries. Ministry Team Leaders for the various ministries shall be affirmed by the **Elders**.
4. The **Elders** shall evaluate the ministry and review the needs of the Lead Pastor on an annual basis.
5. The **Elders** shall establish a pastoral search team when a vacancy occurs for the Lead Pastor. The call of the Lead Pastor shall require an eighty percent (80) majority of all votes cast at a church Ministry Partnership meeting called for that purpose.
6. The **Elders** may approve new ministries or discontinue established ministries that are no longer serving the Church's purpose.
7. The **Elders** shall ensure that the Lead Pastor creates a healthy team environment among the staff.
8. Each **Elder** shall abide by the confidentiality **requirements in the Guiding Principles**.
9. The **Elders** may establish an **Executive** of the **Elders**.

Structure and Organization of the **Elders**

- 6.3. The **Elders** shall organize themselves as follows:
 1. The **Elders** shall appoint their own Moderator and Secretary **each year**.
 2. **The Elders shall choose a member as Elder for Finance.**
 3. The **Elders** shall meet **not less than ten (10) times per year**, usually once a month and at such times and places as may, from time to time, be determined by the **Elders**.

Number of **Elders**

- 6.4. The Church must have no fewer than **five (5) Elders** (including the Lead Pastor).

Qualifications of **Elders**

- 6.5. Elders must be **Ministry Partners** of the Church and meet the qualifications listed in **1 Timothy 3:2-7 and Titus 1:6-9**.

Previous Version:

By-Law 9 – Appointment and Tenure

1. The Lead Team shall initiate the appointment of Lead Team members when required, according to the procedure approved by the membership.
2. The term of service of Lead Team member shall be one year renewable.

By-Law 12 – The Ministry Management Team (MMT)

1. The Ministry Management Team shall be a team composed of the Pastoral staff and others whom the Lead Team appoints. The Lead Pastor or his designate, shall chair the MMT and be directly accountable to the Lead Team for all the day to day functions of the church ministries.

2017 Version:

Appointment of Elders

- 6.6. The Elders shall initiate the discernment of Elders according to the process articulated in the Guiding Principles.

Removal of Elders

- 6.7. The Elders may remove one of their members if the member fails to comply with the Guiding Principles.

Term of Elders

- 6.8. The term of an Elder shall be six (6) years after which he should take a sabbatical before allowing his name to be placed in nomination again.

Casual Vacancy on Elders

- 6.9. The Elders may, at any time, appoint a qualified Ministry Partner as an Elder to fill a vacancy that arises on the Elders as a result of the resignation, death or incapacity of an Elder during that Elder's term of office.

Term of Elders Appointed to Fill Casual Vacancies

- 6.10. An Elder appointed by the Elders to fill a vacancy ceases to be an Elder at the end of the unexpired portion of the term of office of the individual whose departure from office created the vacancy.

Conduct of Elders Meetings

- 6.11. The Elders shall regulate their meetings and proceedings following their Guiding Principles.

B. Pastoral Leadership Team

Roles and Responsibilities of the Pastoral Leadership Team

- 6.12. Roles and Responsibilities of the Pastoral Leadership Team:
 1. The Pastoral Leadership Team shall be comprised of the Lead Pastor and other staff whom he appoints. The Lead Pastor shall lead the Pastoral Leadership Team and be directly accountable to the Elders for all the day-to-day functions of the Church.

Previous Version:

2. The Associate Pastors shall be assigned duties as per the job description approved by the Lead Team.
3. The Ministry Team Leaders of the various Ministry Teams are accountable to the Pastor assigned to them.

2017 Version:

2. The **Executive and** Associate Pastors shall be assigned duties as per the job description approved by the **Elders and are accountable to the Lead Pastor or his designate.**
3. The Ministry Team Leaders of the various Ministry Teams are accountable to the **Associate** Pastor assigned to them.

C. Church Finances

6.13. Church Finances

1. The finances of Central Community Church are under the purview and direction of the **Elders.**
2. The Elder for Finance is chosen from among the Elders annually and works in cooperation with the Church Administrator to give general financial oversight. The Administrator is empowered to manage ongoing financial matters on behalf of the Elders. Any deviation from regular financial matters requires the approval from the Elders.

6.14. Stewardship Team

1. The Stewardship Team (ST) shall report to the Elders via the Executive Pastor and provide guidance to the financial affairs of the church.
2. The members of the ST shall be as follows:
 - a) The Elder for Finance (overseer)
 - b) Members at large appointed according to the church's procedures for leadership positions.
 - c) The Accounting Manager
 - d) The Executive Assistant and/or the Executive Pastor
3. Functions of the ST shall be as follows:
 - a) The ST shall develop policy and procedures related to financial management, budget development and monitoring, accounting, purchasing, donation records and receipts' activities for recommendation to the Elders via the Executive Pastor. The ST serves as advisors to the Lead Pastor and Elders in matters related to financial management.

By-Law 13 – The Finance Team

1. The Finance Team shall report to the Lead Team and provide guidance to the financial affairs of the church.
2. The membership of the Finance Team shall be as follows:
 - a) The Finance Ministry Team Leader
 - b) Members at large appointed according to the church's procedures for leadership positions.
 - c) The Bookkeeper
 - d) The Associate Lead Pastor

By-Law 14 – Functions of the Stewardship Advisory Team

1. The Stewardship Advisory Team shall develop policy and procedures related to financial management, budget development and monitoring, accounting, purchasing, donation records and receipts' activities for recommendation to the Lead Team. The Stewardship Advisory Team serves as advisors to the Lead Team in matters related to financial management.

By-Law 17 – Tenure of Service

1. If at any time the pastor intends to resign, he should express his intent to the church through the Lead Team or Executive. A months' notice of resignation would be preferred.
2. The pastor or members of the church may request that a vote of confidence be taken. This request shall be made through the Lead Team. If, after exploring all possible alternatives, the Lead Team recognizes the need for a vote of confidence, the matter will be taken to the church for a decision. A two-thirds (2/3) majority of votes cast in a vote of confidence held at a church membership meeting called for that purpose shall be required to confirm the ministry of the pastor of the church.

B. Associate Pastors

By-Law 18 – Duties

1. The associate pastors shall, together with and under the direction of the lead pastor, provide spiritual leadership in the church. As such they shall be directly involved in the supervision and implementation of the ministry of the church.
2. The associate pastors shall, under the general direction of the lead pastor, be responsible to the Lead Team.
3. The associate pastor shall by virtue of his office be a member of the Ministry Teams in areas of ministry given to him as a responsibility.
4. The associate pastor's specific duties shall be defined by the Lead Team.

Appointment of the Lead Pastor

- 7.3. In the event of vacancy in the office of the Lead Pastor, the Elders shall be responsible to initiate a search process for candidates to fill the position. Once the Elders have selected a candidate, that candidate shall be presented to the Ministry Partners for the purpose of extending an invitation to the office. A secret ballot with an eighty (80) percent majority of ballots cast shall be required to place the candidate in office.

Tenure of the Lead Pastor

7.4. Tenure of Service

1. If at any time the Lead Pastor intends to resign, he should express his intent to the Church through the Elders.
2. The Lead Pastor or Ministry Partners of the church may request that a vote of confidence be taken. This request shall be made through the Elders. If, after exploring all possible alternatives, the Elders recognize the need for a vote of confidence, the matter will be taken to the Church for a decision. A two thirds (2/3) majority of votes cast in a vote of confidence held at a Ministry Partnership meeting called for that purpose shall be required to confirm the ministry of the Lead Pastor of the Church.
3. If at any point the Lead Pastor must be removed from his position it will be managed by the Elders.

B. Executive and Associate Pastors

Role of the Executive Pastor

7.5. Role of the Executive Pastor

1. The Executive Pastor shall, together with and under the direction of the Lead Pastor, provide spiritual leadership in the Church. As such, he shall be directly involved in the supervision and implementation of the ministry of the Church.
2. The Executive Pastor shall serve as the first line of authority in the day-to-day decision-making, and as the final authority in all matters in the absence of the Lead Pastor.
3. The Executive Pastor shall be responsible for the overall leadership and direction of church staff, and is responsible to the Lead Pastor.
4. The Executive Pastor's specific duties shall be defined by the Lead Pastor with approval by the Elders.

Previous Version:

By-Law 19 – Tenure of Service

1. If at any time an associate pastor intends to resign, he should express his intent to the church through the Lead Team or Executive. One month's notice of resignation would be preferred.
2. The associate pastors or members of the church may request that a vote of confidence be taken. This request shall be made through the Lead Team. If, after exploring all possible alternatives, the Lead Team recognizes the need for a vote of confidence, the matter will be taken to the church for decision. A two-thirds (2/3) majority of votes cast in a vote of confidence held at a church membership meeting called for that purpose shall be required to confirm the ministry of the associate pastor in the church.

C. Moderator

By-Law 20 Organization

The chairman of the Lead Team shall serve as the moderator of the church.

By-Law 21 Duties

1. The moderator shall give leadership to the Lead Team in carrying out its responsibilities.
2. The moderator shall serve as chairman at church membership meetings.
3. The moderator shall be responsible to communicate the church decisions and/or requests to the appropriate coordinators and/or individuals.
4. The moderator shall help resolve areas of disagreement or misunderstanding in the church community.

D. Secretary

By-Law 22 – Organization

The secretary of the Lead Team shall serve as secretary of the Church.

By-Law 23 – Duties

1. The secretary shall keep an accurate and permanent record of all church membership meetings and of all Lead Team meetings.
2. The secretary shall assume responsibility for correspondence as directed by either the Church or the Lead Team.
3. The secretary shall keep an up-do-date record of amendments to the constitution and by-laws and record them in the appropriate section.

2017 Version:

Role of Associate Pastors

7.6. Role of Associate Pastors

1. The Associate Pastors shall, together with and under the direction of the Lead Pastor, provide spiritual leadership in the Church. As such they shall be directly involved in the supervision and implementation of the ministry of the Church.
2. The Associate Pastors shall serve under the direction of the **Executive Pastor** and be responsible to him.
3. The Associate Pastors shall by virtue of their office lead the Ministry Teams in the areas of ministry given to them as a responsibility.
4. The Associate Pastors' specific duties shall be defined by the Lead Pastor with approval by the **Elders**.

Appointment of Executive and Associate Pastors

- 7.7.** In the event of a pastoral vacancy or filling an executive or associate pastoral position, the Lead Pastor will propose a candidate to fill the position. Once the Elders have approved the appointment, that candidate shall be introduced to the Church.

Tenure of Executive and Associate Pastors

- 7.8.** If at any time an executive or associate pastor intends to resign, they should express their intent to the Church through the **Lead Pastor**. If at any point the dismissal of an executive or associate pastor is deemed necessary, it will be managed by the **Elders**.

C. Moderator

Role of Moderator

7.9. Role of Moderator

1. The Moderator shall serve as chairman at church **Ministry Partnership** meetings.
2. The Moderator or his designate shall be responsible to communicate the church decisions and/or requests to the appropriate coordinators and/or individuals.
3. **The Moderator is the chair of the Elders and is responsible for supervising and facilitating the Elders in their decision-making and duties.**

E. Auditors**By-Law 24 – Organization**

1. This committee shall consist of two members appointed by the church at the annual membership meeting.
2. The auditors shall be appointed for a period of two (2) years and their terms of office shall be staggered to ensure continuity in service.

By-Law 25 – Duties

1. The auditors shall annually undertake an audit of all financial records of the church and report to the annual membership meeting.
2. Whenever the auditors consider it appropriate that an external audit of the books and accounts of the church be undertaken they shall submit such a recommendation to the Lead Team. If the Lead Team approves the carrying out of an external audit, the auditors shall engage the services of qualified external auditors whose report shall be brought to the Lead Team and the church.

By-Law 15 – Signing Authorities

The signing authorities of the church shall be Finance Team members, authorized to sign contracts and agreements on behalf of the church. Subject to any guidelines prepared by the Finance Team and approved by the Lead Team any two members of the Finance Team may sign contracts and agreements on behalf of the church.

When and if necessary by the Societies Act or regulatory authorities a treasurer's signature is required, the Finance Ministry Team Leader will fulfill this function.

PART V – THE CHURCH MINISTRIES**By-Law 26 – Establishing Ministries**

The Church shall establish such ministries as shall be necessary to carry out its vision and mission. They shall be established by the Lead Team when the following criteria are met:

- a) Their purpose supports the purpose of the church and reflects the three key functions of community formation, spiritual formation and ministry formation
- b) Their values are the values of the church
- c) They have qualified leadership
- d) There is a satisfactory team in place
- e) They work under the coaching supervision of a Pastor
- f) They meet their budget or receive approval for budgetary requirements.

D. Signing Authorities and Officers**Signing Officers and Authorized Individuals to Sign Contracts****7.10. Signing Officers and Authorized Individuals to Sign Contracts**

1. The signing authority for all cheques, contracts and agreements will be set by the Elders and defined in the Signing Authority Policy and Procedure document for the Church.

PART 8 – THE CHURCH MINISTRIES**Establishing Ministries****8.1. The Church shall establish such ministries as shall be necessary to carry out its vision and mission. They shall be established by the Lead Pastor and his Pastoral Leadership Team when the following criteria are met:**

1. Their purpose supports the mission and vision of Central Community Church.
2. Their values are the values of the Church.
3. They have qualified leadership.
4. There is a satisfactory team in place.
5. They work under the coaching supervision of a pastor.
6. They meet their budget or receive approval for budgetary requirements.

Previous Version:

By-Law 27 – Structure and Organization of Ministries

The ministries will be led by a Ministry Team Leader and his team who lead the various functions of the ministry. They shall organize internally as required.

1. All ministries shall be 'ad hoc' – that is, created and disbanded at the discretion of the Lead Team.
2. The function of the ministries shall be in harmony with the vision and mission of the Church.
3. The ministries shall be governed by church approved policies.
4. The function of the ministries may change according to need as long as their activities are in agreement with the vision and purpose of the Church.

By-Law 28 – Role of Ministries

1. A Ministry provides leadership to, and assumes administrative responsibility for its specified field of endeavor.
2. A Ministry shall continually seek out and develop workers in its area of service.
3. Each Ministry shall be responsible to a pastor.
4. A Ministry may meet with the Ministry Management Team for the purpose of planning and reviewing the work of its service and shall report annually to the membership.
5. A Ministry shall present all policy recommendations to the Lead Team through the MMT for approval.
6. A Ministry shall submit annual budget requirements to the Finance Team. The Finance Team shall submit an overall budget to the Lead Team for approval and submission to the membership for final approval.
7. A Ministry shall prepare and update its objectives and goals annually.

By-Law 29 – Duties of the Ministry Team Leader

1. The Ministry Team Leader shall prepare the agenda and give leadership to the meetings of the Team.
2. The Ministry Team Leader shall meet as necessary with the pastoral coach assigned.
3. The Ministry Team Leader shall attend Leadership Community, monthly.

2017 Version:

Structure and Organization of Ministries

8.2. The ministries will be led by **the Lead Pastor and his Pastoral Leadership Team, along with the Associate Pastors**. They shall organize internally as required.

1. All ministries shall be 'ad hoc' – that is, created and disbanded at the discretion of the **Pastoral Leadership Team**.
2. The function of the ministries shall be in harmony with the vision and mission of the Church.
3. The ministries shall be governed by church-approved policies.
4. The function of the ministries may change according to need as long as their activities are in agreement with the vision and **mission** of the Church.

Role of Ministries

8.3. Role of Ministries

1. A ministry provides leadership to, and assumes administrative responsibility for, its specified field of endeavor.
2. A ministry shall continually seek out and develop workers in its area of service.
3. Each ministry shall be responsible to a pastor.
4. A ministry shall present all policy recommendations to the **Elders through the Pastoral Leadership Team** for approval.
5. A ministry shall submit annual budget requirements to the **Church Administrator. The Pastoral Leadership Team** shall submit an overall budget to the **Elders** for approval.
6. A ministry shall **review** and update its objectives and goals annually.

PART 9 – REMUNERATION OF ELDERS

Remuneration of Elders

9.1. These Bylaws do not permit the Church to remunerate any Elders for serving as an Elder, but the Church may, subject to the Act, pay remuneration to an Elder for services provided by the Elder to the Church in another capacity.

Previous Version:

PART VI – DELEGATES

By-Law 30 – Appointment of Delegates

1. The Lead Team shall appoint delegates to the B.C. and Canadian Conferences.
2. The pastor, the associate pastor(s) and the moderator shall represent the Church as delegates if possible. Other delegates may be elected or commissioned as required.
3. The pastor and the moderator shall represent the Church on the provincial Board of Reference and Council.
4. The Church shall endeavor to give as many of its members as possible the opportunity to attend conferences.

By-Law 31 – Expenses for Delegates

The Church shall annually include in its budget expenditures for delegates.

PART VII – BORROWING POWERS

By-Law 32

In order to carry out the purposes of the Church, the Lead Team may, on behalf of and in the name of the Church, raise or secure the payment or repayment of money for purposes authorized by the Church.

PART VIII – AMENDING THE CONSTITUTION AND BY-LAWS

By-Law 33 – Initiation of Amendments

1. Any member of the Church may propose an amendment to the constitution or by-laws by submitting it in writing to the Lead Team.
2. The Lead Team shall review and study the proposed amendment and present it to the Church at the first regular membership meeting.
3. Amendments may be made at any regular membership meeting of the Church by a 2/3 majority of votes cast after the amendment has been published and distributed at least 14 days prior to such an action.

2017 Version:

PART 10 – DELEGATES

Appointment of Delegates

- 10.1. Delegates
 1. The **Elders** shall appoint delegates to the B.C. and Canadian Conferences.
 2. The Lead Pastor, the Associate Pastors and the Moderator shall represent the Church as delegates if possible. Other delegates may be **selected** or commissioned as required.
 3. The Church shall endeavor to give as many of its **Ministry Partners** as possible the opportunity to attend **BCMB** or **CCMBC** conferences.

Expenses for Delegates

- 10.2. The Church shall annually include in its budget expenditures for delegates.

PART 11 – BORROWING POWERS

Elders' Authorization

- 11.1. The **Elders** are authorized to borrow and repay money on behalf of the Church.

PART 12 – AMENDMENTS

Amendments

12.1. Amendments

1. Any **Ministry Partner** of the Church may propose an amendment to the Constitution or Bylaws by submitting it in writing to the **Elders**.
2. The **Elders** shall review and study the proposed amendment and present it to the Church at the first regular **Ministry Partnership** meeting **called**.
3. Changes to the Constitution or **Bylaws** require a **special resolution** from **Ministry Partners** at a duly called **Annual General Meeting**.

PART 13 - DISSOLUTION

Dissolution

- 13.1. If upon dissolution or winding up of the Church there remains after the satisfaction of all its debts and liabilities any property whatsoever, that property shall be transferred to the B.C. Conference of Mennonite Brethren Churches. This provision was previously unalterable.