

CONSTITUTION AND BYE-LAWS OF THE RANDBURG BAPTIST CHURCH RANDBURG

CONSTITUTION

1. NAME

The name and designation of the Church shall be the Randburg Baptist Church, (hereinafter referred to as "the Church").

2. DECLARATION OF PRINCIPLES AND PURPOSE

The Church acknowledges Jesus Christ as the Supreme Head of the Church, and undertakes to manage all its affairs according to New Testament teaching and recognises the sole authority of the Holy Scriptures in all matters of faith and conduct.

The purpose of the Church shall be to fulfil the great commission of our Lord Jesus Christ as recorded in the Gospel according to Matthew 28: 19 and 20.

3. STATEMENT OF BELIEF

The Church believes:-

- 3.1 in the Scriptures of the Old and New Testaments in their original writings as fully inspired of God and accepts them as the final authority for faith and life;
- 3.2 in one God eternally existing in three persons _ Father, Son and Holy Spirit;
- 3.3 that Jesus Christ was begotten by the Holy Spirit, born of the Virgin Mary, and is true God and true Man;

- 3.4 that God created man in His own image, that man sinned and thereby incurred the penalty of death, physical and spiritual; that all human beings inherit a sinful nature which issues (in the case of those who reach moral responsibility) in actual transgression involving personal guilt;
- 3.5 that God has sanctioned marriage between a man and a woman, therefore we believe in heterosexual relationships between a natural man and a natural woman within the confines of lawful matrimony. Adherence to this stated principle of sexual behaviour is an inherent requirement for membership of the Randburg Baptist Church.
- 3.6 that the Lord Jesus Christ died for our sins, a substitutionary sacrifice, according to the Scriptures, and that all who believes in Him are justified on the grounds of His shed blood;
- 3.7 in the bodily resurrection of the Lord Jesus Christ, His ascension into heaven, and His present life as our High Priest and Advocate;
- 3.8 that the Lord Jesus Christ appointed two ordinances, Baptism and the Lord's Supper - to be observed as acts of obedience and as perpetual witnesses to the cardinal facts of the Christian faith; that Baptism is a confession of identification with Christ in burial and resurrection and is in obedience to the example of our Lord, and that the Lord's Supper is the partaking of bread and wine as symbolical of the Saviour's broken body and shed blood in remembrance of His sacrificial death "till He come";
- 3.9 that all who repent and receive the Lord Jesus Christ by faith are born again of the Holy Spirit and thereby become children of God;

- 3.10 in the resurrection both of the just and the unjust, the eternal blessedness of the redeemed and the eternal damnation of those who have rejected the offer of salvation;
- 3.11 in the priesthood of all believers which is the belief that every believer may approach God through the Lord Jesus Christ, without any human agency; and may teach and preach the Gospel;
- 3.12 that the one true Church is the whole company of those who have been redeemed by Jesus Christ and regenerated by the Holy Spirit; that the local Church on earth should take its character from this conception of the Church spiritual, and therefore that the new birth and personal confession of Christ are essentials of Church Membership; and
- 3.13 in the personal return of the Lord Jesus Christ.

4. STATEMENT OF BAPTIST PRINCIPLES

The Church, as Baptists, believes in:-

- 4.1 the Church as the whole company of those who have been redeemed by Jesus Christ and regenerated by the Holy Spirit. The local church, being a manifestation of the universal church, is a community of believers in a particular place where the Word of God is preached and the ordinance of Believer's Baptism and the Lord's Supper are observed. It is fully autonomous and remains so notwithstanding responsibilities it may accept by voluntary association;
- 4.2 Believer's Baptism as an act of obedience to our Lord Jesus Christ and a sign of personal repentance, faith and regeneration; it consists of the immersion in water into the name of the Father, Son and Holy Spirit;

- 4.3 the principle of Congregational Church Government, namely that a constituted church meeting is, under the Lordship of Jesus Christ, the highest court of authority for the local church; and that each individual Member has the inalienable right and responsibility to participate fully in the life and government of the church, including the appointment of its leaders;
- 4.4 the priesthood of all believers, by which we understand that each Christian has direct access to God through Christ our High Priest, and shares with Him in His work of reconciliation. This involves intercession, worship, faithful service and bearing witness to Jesus Christ, even to the ends of the earth;
- 4.5 the principle of religious liberty, namely that no individual should be coerced either by the State or by any secular, ecclesiastical or religious group in matters of faith. The right of private conscience is to be respected. For each believer this means the right to interpret the Scriptures responsibly and to act in the light of his conscience; and
- 4.6 the principle of separation of Church and State in that, in the providence of God, the two differ in their respective natures and functions. The Church is not to be identified with the State nor is it, in its faith or practice, to be directed or controlled by the State. The State is responsible for administering justice, ensuring an orderly community, and promoting the welfare of its citizens. The Church is responsible for preaching the Gospel and for demonstrating and making known God's will and care for all mankind.

5. WORDS AND MEANINGS

In all that follows in this Constitution and the Bye-Laws, unless otherwise required or indicated by the context, the singular

shall include the plural and vice versa, the masculine gender shall include the feminine gender and vice versa, natural persons shall include legal and juristic persons and vice versa, and the following terms shall have the meanings assigned to them hereunder, namely:-

5.1 Church

The Church signifies those persons admitted to Voting Membership.

5.2 Recognised Baptist Church

A recognised Baptist Church shall be a Baptist Church in Membership of the Baptist Union of Southern Africa.

5.3 Notices of Meetings Notices of Meetings shall mean intimations of the date, time and place of any meeting, with notification of the proposed business to be transacted.

5.4 Members

The Voting Members of the Church.

5.5 Voting Members

Those persons who actively participate in the life and affairs of the Church.

5.6 Associate Members

Those pastors who are active in churches which are not members of the Baptist Union of Southern Africa, and who need to retain their membership in a recognised Baptist Church in terms of the requirements of the Baptist Union of Southern Africa.

5.7 Student Members

Those students of the Baptist Theological College of Southern Africa, Randburg, and their families who desire closer links with a local Baptist Church during the time of their study at the Baptist Theological College.

5.8 Non-voting Members

Those members who have ceased to be active in the life and affairs of the Church by choice or through circumstances made known to the Church.

5.9 Church Leadership

The Pastors, Elders and Deacons.

6. ORDINANCES

The Church shall observe in their New Testament simplicity Baptism and the Lord's Supper as enjoined upon His followers by the Lord Jesus Christ.

6.1 BAPTISM

Any Member of the Church Leadership or anyone authorised by them may administer the ordinance to any whom the Church Leadership deem fit, apart from any question of their joining the Church.

6.2 COMMUNION

The Lord's Supper shall be observed, as far as possible, at least once monthly. Participation at the Lord's Table shall be open to all who profess acceptance of Jesus Christ as the Son of God and the Saviour of men, and have accepted Him as their personal Saviour and Lord.

7. MEMBERSHIP

7.1 The Membership of the Church shall consist of:-

7.1.1 those persons whose names are on the Church Membership Roll at the date of the adoption of this Constitution and the Bye-Laws;

7.1.2 those persons who, desiring Membership, have given evidence of their personal salvation through faith in the Lord Jesus Christ and have confessed that faith by baptism by immersion and have accepted this Constitution. The Church may waive the requirement of baptism by immersion when a believer clearly cannot be immersed for sound medical reasons. Such a person shall be afforded an alternative avenue for witnessing to their faith in Christ and shall have complied with Clause 1 of the Bye-Laws and have been accepted by the Church in accordance with the provisions of the Bye-Laws;

7.1.3 those who have been accepted by transfer to this Church from some other recognised Baptist Church and have complied with the provisions of Clause 1 of the Bye-Laws; and

7.2 From the date of adoption of this Constitution and Bye-Laws, there shall be four categories of membership as defined in Clause 5 as follows:

7.2.1 Voting Members

7.2.2 Associate Members

7.2.3 Student Members

7.2.4 Non-voting Members

7.3 The Church Leadership shall maintain the Church Membership Roll in respect of each membership category and revise it at least annually in terms of Clause 10 of the Bye-Laws.

8. CHURCH LEADERSHIP

The direction and management of the affairs of the Church shall be entrusted to the Church Leadership, who shall act

pursuant to the provisions of the Bye-Laws or as specifically directed by the Church in General Meeting assembled in accordance with this Constitution and the Bye-Laws. The Church Leadership shall remain accountable to the Church Membership at all times.

9. THE MINISTRY

The choice, designation and appointment of a Pastor, is vested in the Membership of the Church.

A Pastor shall be a baptised believer and shall subscribe to the Constitution and the Bye-Laws of the Church and hold to Baptist Principles.

A Pastor who is to fulfil the overall leadership role shall have the right to take the initiative in all the activities of the Church while being careful to share the Leadership with any other Pastor whilst remaining accountable to the Membership of the Church.

10. ELDERS AND DEACONS

10.1 ELDERS

- 10.1.1 The Church may from time to time and on the recommendation of the Church Leadership confirm to the office of Elder such persons recognised as gifted by the Holy Spirit for such office and who meet the requirements of 1 Timothy 3: 1 _ 7 and Titus 1: 5 _ 9.
- 10.1.2 Pastors, Associate and / or Assistant Pastors shall be Elders. Student Pastors may be appointed to the office of Elder in accordance with the provisions of Clause 5 of the Bye-Laws.
- 10.1.3 Elders shall be members of the Church Leadership.

- 10.1.4 The number of Elders deemed desirable shall be decided, from time to time, at an Annual or Special General Meeting, on the recommendation of the Church Leadership.
- 10.1.5 The Elders shall consult with and assist the Pastor in the general spiritual oversight of the Church, including shepherding in accordance with 1 Peter 5: 2.
- 10.1.6 The office of Elder shall be tenable for a period of 2 (two) years. On expiry of this term of office, an Elder may be eligible for nomination for re-confirmation.
- 10.1.7 A person eligible for nomination and confirmation to the office of Elder shall:-
 - 10.1.7.1 be 21 years of age or older;
 - 10.1.7.2 be a male Member of the Church;
 - 10.1.7.3 have been a Member of the Church for not less than 6 (six) months prior to confirmation; and
 - 10.1.7.4 be confirmed in accordance with this Constitution and the Bye-Laws.

10.2 DEACONS

- 10.2.1 The Church shall elect to the office of Deacon such persons recognised as gifted by the Holy Spirit for such office and who meet the requirements of 1 Timothy 3: 8-13.
- 10.2.2 The Deacons shall assist the Pastor and the Elders in all matters pertaining to the administration of the Church.
- 10.2.3 The Deacons shall be elected for a period of (2) two years. Half or nearest to half of the Diaconate shall

retire annually. Such Deacons shall be eligible for nomination for re-election.

10.2.4 There shall be no more than 10 (ten) Deacons, whilst the Membership of the Church does not exceed 200 (two hundred) Members and the number of Deacons may thereafter be increased by 1 (one) in respect of every complete 40 (forty) additional Members by which the Membership of the Church exceeds 200 (two hundred) Members.

10.2.5 A person eligible for nomination and election to the office of Deacon shall:-

10.2.5.1 be 21 years of age or older;

10.2.5.2 have been a Member of the Church for not less than 6 (six) months prior to election; and

10.2.5.3 be elected in accordance with this Constitution and the Bye-Laws.

11. ADMINISTRATION

11.1 CHURCH FINANCIAL YEAR

The Church year shall end on the 30th June each year.

11.2 MEETINGS OF MEMBERS

11.2.1 QUORUM

15% (fifteen percent) of Voting Members of the Church shall be deemed to constitute a quorum at all meetings except in the case of Special General Meetings when the quorum shall be 25% (twenty five percent). No voting shall take place without a quorum being present. Should a meeting fail to procure the requisite quorum then the meeting shall be automatically reconvened for

the same time and place 7 (seven) days later and the Members then present shall constitute a quorum.

11.2.2 ANNUAL GENERAL MEETING

An Annual General Meeting shall be held within a period of 3 (three) months after the Church year end.

At such a Meeting the following matters shall be dealt with:-

- 11.2.2.1 approval of the Audited Financial Statements of the Church and its departments for the preceding Church Financial Year;
- 11.2.2.2 acceptance of reports submitted by the applicable leaders on the spiritual welfare and general activities of the Church, its ministries and departments;
- 11.2.2.3 election of Deacons;
- 11.2.2.4 appointment of an honorary Auditor, who shall not be a Member of the Church Leadership;
- 11.2.2.5 ratification of Departments and Committees;
- 11.2.2.6 any other business for which due notice has been given.

Elders may be appointed at such Meetings.

11.2.3 SPECIAL GENERAL MEETINGS

Special General Meetings shall be convened by the Church Leadership to deal with any of the matters set out hereunder or upon the requisition of not less than 20% (twenty percent) of the Voting Members of the Church, provided that such requisition is submitted in writing to the Church Leadership and clearly states the purpose for which the Special General Meeting is

required. Matters for which a Special General Meeting shall be convened include:-

- 11.2.3.1 appointment or termination of employment of a Pastor;
- 11.2.3.2 appointment of Elders;
- 11.2.3.3 purchase, sale, lease, mortgage or encumbrance of immovable property or any portion thereof;
- 11.2.3.4 revision of this Constitution and/or the Bye-Laws; and
- 11.2.3.5 dissolution of the Church.

11.2.4 GENERAL MEETINGS

General Meetings shall be convened by the Church Leadership to deal with any matters not included in 11.2.2 or 11.2.3 above or upon the requisition of not less than 10% (ten percent) of the Voting Members of the Church, provided that such requisition is submitted in writing to the Church Leadership and clearly states the purpose for which the General Meeting is desired.

11.2.5 VOTING AT MEETINGS

- 11.2.5.1 Only Voting Members who have attained the age of 18 (eighteen) years shall be entitled to speak and vote at meetings.
- 11.2.5.2 In the case of General and Annual General Meetings, motions shall be carried by simple majority vote of those present unless otherwise stated elsewhere in this Constitution and the Bye-Laws.
- 11.2.5.3 In the case of Special General Meetings motions shall be carried by the vote of at least 75% (seventy five percent) of Members personally present.

- 11.2.5.4 Voting for Deacons and confirmation of Elders shall be by ballot as per the Bye-Laws.
- 11.2.5.5 Other voting shall be by a show of hands unless a Member requests a ballot.
- 11.2.5.6 In the case of equal votes being cast for any motion the matter shall be referred to the Church Leadership for re-consideration and when dealt with for re-submission to the Church.
- 11.2.5.7 For matters requiring voting by ballot, scrutineers elected from the Voting Membership shall count the votes cast and convey the result to the Chairman of the Meeting.

11.2.6 NOTICE OF MEETINGS

11.2.6.1 General Meetings

Notice of General Meetings shall be given at the Church Services on the Sunday immediately prior to the Meeting.

11.2.6.2 Annual General and Special General Meetings

Notice of Annual General and Special General Meetings shall be given at the Church Services on at least two Sundays immediately prior to the Meeting.

11.3 FINANCE

- 11.3.1 The Church shall be supported by the tithing and voluntary giving of Members and friends of the Church and by such other method decided upon by the Voting Members of the Church in General Meeting.

- 11.3.2 The Church Leadership shall have authority to open and operate a current account and to invest any surplus funds for the benefit of the Church with any registered commercial bank.
- 11.3.3 The Church Leadership shall be required to manage the financial affairs of the Church in a proper and business-like manner.

11.4 CHURCH PROPERTY

11.4.1 MOVABLE AND IMMOVABLE PROPERTY

All property which the Church may acquire whether movable or immovable shall be held and administered solely for the furtherance of its objects and the propagation of its principles. In the event of the Church at any time ceasing to exist all property or rights to property owned by it shall thereupon be vested in the Baptist Union of Southern Africa, which shall hold and administer same as the said Union may deem best fitted to secure the furtherance of the objects and the propagation of the principles of the Church as hereinbefore mentioned. The Church shall be deemed to have ceased to exist when the dissolution of the Church shall have been resolved in accordance with the provisions of 13 below or when the worship of God shall have been discontinued (in connection with the Church) for a period of 3 (three) calendar months or when the Church shall have ceased to be a Baptist Church in terms of the provisions of 2, 3 and 4 above.

11.4.2 REGISTRATION OF IMMOVABLE PROPERTY AND CHURCH TRUSTEES

All immovable property owned or hereinafter acquired by the Church shall be registered in the name of the Trustees of the Church. It is hereby declared that the Trustees of the Church shall be the same as the

Trustees for the time being of the Baptist Union of Southern Africa.

11.4.3 TRANSFER OR MORTGAGE OF IMMOVABLE PROPERTY

11.4.3.1 The Church shall have power to purchase, sell, let or hire, exchange, transfer; receive by way of donation or otherwise, movable and immovable property. The Church shall have power to borrow money with or without security in such manner as the Church shall think fit, to negotiate loans from Banks or others by passing mortgage and notarial bonds for registration with the proper authorities.

11.4.3.2 Any decision by the Church to purchase immovable property or to sell immovable property shall be taken by way of a resolution passed at a Special General Meeting duly convened for that purpose.

11.4.4 APPLICATION OF PROCEEDS OF SALE OF PROPERTY

The proceeds derived from the sale or other disposal of any immovable property of the Church shall be applied and devoted in such manner as is consistent with the provisions of 2, 3 and 4 above. In the event of the Church having ceased to exist, the said proceeds shall thereupon be vested in the Baptist Union of Southern Africa which shall hold and administer same as the said Union may deem best fitted to secure the furtherance of the objects and the propagation of the principles of the Church as hereinbefore mentioned.

11.5 DEPARTMENTS AND COMMITTEES

11.5.1 All Departments of the Church shall have terms of reference which must be submitted, through the Church Leadership, to the Church for approval and confirmation.

- 11.5.2 All proposed appointments to the Departments and Committees of the Church shall be submitted to the Church Leadership for its prior approval.
- 11.5.2.1 All leaders of Departments and Committees shall be Voting Members.
- 11.5.3 All appointments as per Clause 11.5.2 above shall be ratified by the Church at the next Annual General Meeting.

12. MEMBERSHIP OF THE BAPTIST UNION OF SOUTHERN AFRICA

The Church is and shall remain a Member of the Baptist Union of Southern Africa.

13. DISSOLUTION OF THE CHURCH

- 13.1 The Church may at any time be dissolved by a resolution of a majority of 75% (seventy five percent) of the Voting Members present at a Special General Meeting which has been convened in accordance with this Constitution and after 3 (three) months' notice of motion has been given at a previous Special General Meeting.
- 13.2 If, upon the dissolution of the Church, there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the Members of the Church, but shall be given on transfer to the Baptist Union of Southern Africa.
- 13.3 The Church shall be deemed to have ceased to exist when the dissolution of the Church shall have been resolved and all matters relating to such dissolution

shall have been completed, and the affairs of the Church shall have been fully wound up by the Church Leadership or the Trustees, or when the Members of the Church shall have become totally dispersed or when the Church shall have ceased to be a Baptist Church in terms of the provisions of 2, 3 and 4 above.

14. REVISION OF THIS CONSTITUTION

“This Constitution may be revised at a Special General Meeting of the Church duly convened for such purpose, provided that 6 (six) months’ notice of motion has been given at a previous Special General or Annual General Meeting, as the case may be. No change shall be made unless at least 75% (seventy five percent) of the Voting Members present at such Meeting record their votes in favour of the proposed revision either in its original form or with such amendments as the Meeting itself may make. Notwithstanding anything to the contrary hereinbefore contained no alteration may be effected to this Constitution if it has the result of directly or indirectly modifying the Declaration of Principles and Purpose more fully set out in Clause 2 above, nor may the Church terminate its membership of the Baptist Union of Southern Africa.”

BYE-LAWS

The Bye-Laws shall form part of this Constitution.

1. ADMISSION OF MEMBERS

- 1.1 Every application for Membership of the Church made in terms of Clauses 7.1.2 or 7.1.3 of this Constitution shall be submitted to the Church Leadership. Persons who have applied for Membership shall be under the watch-care of the Church until such time as they are received into Membership.
- 1.2 The applicant shall be required to attend any Membership classes which the Church Leadership deems necessary.
- 1.3 The Church Leadership shall select 2 (two) Voting Members of the Church to interview the applicant. It shall be the duty of the interviewers to acquaint the applicant with the privileges and obligations of Membership as well as the essential details of this Constitution. After the interviewers have interviewed the applicant they shall report thereon to the Church Leadership.
- 1.4 The Church Leadership shall present to the Church in General Meeting all recommended applications for Membership and, after the reports of the interviewers have been presented, the Voting Members present shall vote on such applications for Membership.
- 1.5 Any application which is rejected by the Voting Members shall be referred back to the Church Leadership for their attention.
- 1.6 Applications involving a transfer of Membership from another church shall be considered as above and the Church concerned shall be advised of such Members so received.

- 1.7 Every application for membership of the Church shall contain a statement to the effect that the applicant has read and understands the Statement of Belief referred to in Clause 3 of this Constitution, and in particular Sub-Clause 5 thereof.

By signing the application the applicant freely and voluntarily subscribes to the basic principles of the Statement of Belief, and understands and consents to the fact that, should the applicant violate such principles, the applicant may be required by the Leadership to either accept their counsel and discipline or to forfeit membership of the Randburg Baptist Church.

2. PRIVILEGES AND OBLIGATIONS OF MEMBERSHIP

- 2.1 Under the divine Headship of the Lord Jesus Christ, the final authority and responsibility in all matters touching the life and service of the Church rests with the whole Voting Membership.
- 2.2 Every Voting Member shall be entitled and expected to attend business meetings, unless prevented by some reasonable cause, and be concerned for the welfare of the whole community in a spirit of prayer and love.
- 2.3 Members shall be expected to support the ministries of the Church and to maintain the fellowship of the Church by ministering to one another's needs in Christian love, by prayer, by attendance at the Services and Communion whenever possible, engaging in some specific ministry in the Church, and by conscientious giving as God's provision enables. It is the special privilege and duty of members to seek to win others to the Lord Jesus Christ, and to introduce new persons to the Church.

3. TRANSFER OF MEMBERS TO OTHER CHURCHES

- 3.1 Any Member who desires to join another Baptist Church shall be given a letter of transfer upon application of the Church concerned.
- 3.2 Any Member who desires to join a Church of some persuasion other than Baptist shall be given a letter of introduction upon application by the Church concerned.
- 3.3 Where necessary and in order to avoid undesirable delay, letters of transfer or of introduction may be sent forward by the Church Leadership, who shall report such action at the next General Meeting.

4. THE PASTORATE

- 4.1 The choice and appointment of a Pastor is vested in the Voting Membership of the Church.
- 4.2 When an appointment becomes necessary, the procedure shall be as follows:
 - 4.2.1 A Special General Meeting of Voting Members shall be convened for the express purpose of appointing not less than 4 (four) Voting Members (who are not members of the Church Leadership) to act together with the Church Leadership as a Call Committee.
 - 4.2.2 The Chairman of the Church Leadership shall be the Chairman of the Call Committee.
 - 4.2.3 The terms of reference of the Call Committee shall be agreed upon at the Special General Meeting referred to in 4.2.1 above.

- 4.2.4 A Special General Meeting shall be convened for the express purpose of considering the appointment of a Pastor proposed by the Call Committee.
- 4.2.5 The Call Committee shall recommend only 1 (one) Pastor's name at a time to the Special General Meeting referred to in 4.2.4 above.
- 4.2.6 Any invitation to a Pastor shall be contingent upon the following:-
- 4.2.6.1 At least 75% (seventy five percent) of the Voting Members present shall vote in favour of the appointment. Voting shall be by ballot;
- 4.2.6.2 The prospective Pastor shall have been baptised by immersion and shall accept, in writing, this Constitution;
- 4.2.6.3 The Pastor and his spouse (if married) shall become Members of the Church upon his assuming the Pastorate;
- 4.2.6.4 Any engagement between the Church and the Pastor shall be terminable by 3 (three) months' written notice on either side, unless otherwise mutually agreed upon; and
- 4.2.6.5 The prospective Pastor's name shall be on one of the Ministerial lists of the Baptist Union of Southern Africa.

5. ELDERS

The procedure for the confirmation of Elders shall be as follows:

- 5.1 The Church Leadership shall prayerfully consider the name of such person from the Voting Membership who satisfies the requirements as detailed in Clause 10.1 of the Constitution. They shall, upon receiving the support of at least 75% (seventy five percent) of the Church

Leadership, call for a Special General Meeting or include in the agenda for an Annual General Meeting the recommendation to appoint the Elder.

- 5.2 Voting Members may submit names to the Church Leadership who shall consider such names as set out in 5.1 above. Any names so submitted shall be kept strictly confidential until such time as a positive decision is made.
- 5.3 The name of the person to be recommended to the Special General or Annual General Meeting shall be made known at both Church Services on the Sunday prior to the meeting. The consent of the nominee shall be obtained prior to the publication of his name.
- 5.4 The confirmation of each recommended Elder shall be on the favourable ballot vote of at least 75% (seventy five percent) of the Voting Members present at the Special General or Annual General Meeting.
- 5.5 Each Elder shall hold office for 2 (two) consecutive years, and continuance in office for further periods of 2 (two) years shall be on the favourable ballot vote of at least 75% (seventy five percent) of the Voting Members present at a Special General or Annual General Meeting.

6. DEACONS

- 6.1 Election of Deacons shall be after nomination, every Voting Member being entitled to submit as many nominations as there are vacancies, provided that every such nomination is lodged with the Honorary Church Secretary at least 7 (seven) days before the date of the election and is signed by the nominator and a seconder as well as by the nominee.

- 6.2 The names of nominees shall be made known at both Church Services on the Sunday prior to an Annual General Meeting.
- 6.3 Vacancies which occur on the Diaconate may be filled by the vote of the Church at any Meeting called for that purpose, and the persons so elected shall hold office until the Annual General Meeting at which the position would normally have been filled.
- 6.4 Voting shall take place by ballot on all nominations for the Diaconate and persons receiving the greatest number of votes shall be appointed, provided that each of them receives at least 50% (fifty percent) of the votes of the Members present.

7. CHURCH LEADERSHIP

- 7.1 The Church Leadership shall at their first Meeting after the Annual General Meeting select from their own number an Honorary Church Secretary and an Honorary Church Treasurer for the forthcoming year.
- 7.2 The Church Leadership shall transact the business of the Church, keep minutes of all meetings, administer its funds, and carry out its directions as provided for by Clause 8 of the Constitution.
- 7.3 The Church Leadership shall have power to co-opt Church Members to special committees.
- 7.4 All proposed appointments to be made by ministries or departments of the Church shall be submitted to the Church Leadership for its prior approval.
- 7.5 The Church Leadership shall meet as and when necessary but not less than once every 2 (two) months.

7.6 50% (fifty percent) of the members of the Church Leadership present at any meeting shall constitute a quorum.

8. CHAIRMAN

The Church Leadership shall elect from its members a Chairman to preside at all meetings of the Leadership and of the Church. When any question affecting the Chairman's position is to be discussed, or whenever the Chairman shall elect to vacate the chair, or during his absence, a member of the Church Leadership shall be appointed by the meeting to act as Chairman of that particular meeting.

9. CHURCH DISCIPLINE

9.1 In the unhappy event of an allegation of unworthy conduct being brought against a Member, the Church Leadership shall make enquiry into the matter. If the Church Leadership deem fit, they shall present a report to a Church Meeting, at which Meeting any further action shall be determined after prayerful consideration.

9.2 In purely personal matters Members shall be expected to act in accordance with the Lord's injunction recorded in Matthew 18:15-17.

10. REVISION OF CHURCH MEMBERSHIP ROLL

10.1 The Church Leadership shall maintain the Church Membership Roll in respect of each Membership category and revise it at least annually.

10.2 Should any Voting Member be absent from Church Services and Communion for a period in excess of 2 (two) months without good reason known to the Church Leadership, the Leadership shall make enquiry into the matter. In the event of such enquiry producing no satisfactory result, the status of the Member concerned

shall become Non-voting and such Member shall forfeit the right to speak and / or vote at any Members' Meetings.

The Church Secretary shall inform, in writing, such Member of his changed status and that, should he not re-activate his membership by applying to the Leadership in writing within 6 (six) months from the date thereof, his name will be permanently removed from the Membership Roll.

- 10.3 The names of Non-voting Members, except those who are Non-voting through circumstances made known to the Church who have been on the Non-voting Membership Roll for more than 12 (twelve) months, shall be removed there from.

11. INDEMNITY

The Trustees, members of the Church Leadership and employees of the Church, whether in full time or part time employment, shall be fully indemnified against all actions, costs, charges, losses, damages and expenses which they or any of them shall or may incur in the execution of their duties, except such as they shall incur by their own wrongful action done intentionally or with gross negligence.

12. REVISION OF THE BYE-LAWS

The Bye-Laws may be revised at a Special General Meeting of the Church duly convened for such purpose, provided 3 (three) months notice of motion has been given at a previous Special General or Annual General Meeting, as the case may be. No change shall be made unless at least 75% (seventy five percent) of the Members present at such Meeting record their votes in favour of the proposed revision either in its original form or with such amendments as the Meeting itself may make.