

CONSTITUTION & BYLAWS OF CARROT RIVER MENNONITE CHURCH

January, 2002

I. Introduction

1. Since the Lord admonished believers to "Let all things be done in order", (1 Corinthians 14:40); and since it is necessary that every organized body have certain rules and regulations according to which its activities are administered, Carrot River Mennonite Church has established two documents to outline the means by which the congregational affairs are to be administered. These documents are the Constitution and the CRMC Bylaws. The Constitution articles are highlighted in the bold print, and the Bylaws are printed with the light print.

II. Name

This congregation shall be known as the Carrot River Mennonite Church, Box 567, Carrot River, Sask. S0E 0L0

III. Purpose

1. Carrot River Mennonite Church will work toward the advancement of Christianity through public worship, prayer services, missions and evangelism; the relief of poverty, the advancement of Christian education, and other purposes of general benefit to the community and beyond which are of a charitable nature, including funding of other registered Canadian charities. To this end, any profits or accretions to the church society will be used solely to promote this purpose, without intention of gain for its officers and members.
2. The purpose of this congregation will be:
 - a) To exalt God in worship (John 4:2).
 - b) To evangelize the spiritually lost with the saving knowledge of Christ (Luke 14:10).
 - c) To encourage one another in caring fellowship (Colossians 1:23,28-29; 2:7).
 - d) To equip every believer to live a Christ-like lifestyle (John 4:12,13; Matthew 28:19).

IV. Statement of Faith

- A. Carrot River Mennonite Church confirms, as its own congregational confession of faith, the summary of Confession of Faith in a Mennonite Perspective, @ 1995.
 1. We believe that God exists and is pleased with all who draw near by faith. We worship the one holy and loving God who is Father, Son and Holy Spirit eternally. God has created all things visible and invisible; has brought salvation and new life to humanity through Jesus Christ, and continues to sustain the church and all things until the end of the age.

2. We believe in Jesus Christ, the Word of God become flesh. He is the Savior of the world, who has delivered us from the dominion of sin and reconciled us to God by his death on a cross. He was declared to be the Son of God by his resurrection from the dead. He is the head of the church, the exalted Lord, the Lamb who was slain, coming again to reign with God in glory.
3. We believe in the Holy Spirit, the eternal Spirit of God, who dwelled in Jesus Christ, who empowers the church, who is the source of our life in Christ, and who is poured out on those who believe as the guarantee of redemption.
4. We believe that all Scripture is inspired by God through the Holy Spirit for instruction in salvation and training in righteousness. We accept the Scriptures as the Word of God and as the fully reliable and trustworthy standard for Christian faith and life. Led by the Holy Spirit in the church, we interpret Scripture in harmony with Jesus Christ.
5. We believe that God has created the heavens and the earth and all that is in them, and that God preserves and renews what has been made. All creation has its source outside itself and belongs to the Creator. The world has been created good because God is good and provides all that is needed for life.
6. We believe that God has created human beings in the divine image. God formed them from the dust of the earth and gave them special dignity among all the works of creation. Human beings have been made for relationship with God, to live in peace with each other, and to take care of the rest of creation.
7. We confess that, beginning with Adam and Eve, humanity has disobeyed God, given way to the tempter and chosen to sin. All have fallen short of the Creator's intent, marred the image of God in which they were created, disrupted order in the world, and limited their love for others. Because of sin, humanity has been given over to the enslaving powers of evil and death.
8. We believe that, through Jesus Christ, God offers salvation from sin and a new way of life. We receive God's salvation when we repent and accept Jesus Christ as Savior and Lord. In Christ, we are reconciled with God and brought into the reconciling community. We place our faith in God that, by the same power that raised Christ from the dead, we may be saved from sin to follow Christ and to know the fullness of salvation.
9. We believe that the church is the assembly of those who have accepted God's offer of salvation through faith in Jesus Christ. It is the new community of disciples sent into the world to proclaim the reign of God and to provide a foretaste of the church's glorious hope. It is the new society established by the Holy Spirit.
10. We believe that the mission of the church is to proclaim and to be a sign of the kingdom of God. Christ has commissioned the church to make disciples of all

nations, baptizing them, and teaching them to observe all things he commanded.

11. We believe that the baptism of believers with water is a sign of their cleansing from sin. Baptism is also a pledge before the church of their covenant with God to walk in the way of Jesus Christ through the power of the Holy Spirit. Believers are baptized into Christ and his body by the Spirit, water, and blood.
12. We believe that the Lord's Supper is a sign by which the church thankfully remembers the new covenant which Jesus established by his death. In this communion meal, the church renews its covenant with God and with each other and participates in the life and death of Jesus Christ, until he comes.
13. We believe that in washing the feet of his disciples, Jesus calls us to serve one another in love as he did. Thus we acknowledge our frequent need of cleansing, renew our willingness to let go of pride and worldly power, and offer our lives in humble service and sacrificial love.
14. We practice discipline in the church as a sign of God's offer of transforming grace. Discipline is intended to liberate erring brothers and sisters from sin, and to restore them to a right relationship with God and to fellowship in the church. The practice of discipline gives integrity to the church's witness in the world.
15. We believe that ministry is a continuation of the work of Christ, who gives gifts through the Holy Spirit to all believers and empowers them for service in the church and in the world. We also believe that God calls particular persons in the church to specific leadership ministries and offices. All who minister are accountable to God and to the community of faith.
16. We believe that the church of Jesus Christ is one body with many members, ordered in such a way that, through the one Spirit, believers may be built together spiritually into a dwelling place for God.
17. We believe that Jesus Christ calls us to discipleship, to take up our cross and follow Him. Through the gift of God's saving grace, we are empowered to be disciples of Jesus, filled with his Spirit, following his teachings and his path through suffering to a new life. As we are faithful to his way, we become conformed to Christ and separated from the evil in the world.
18. We believe that to be a disciple of Jesus is to know life in the Spirit. As the life, death, and resurrection of Jesus Christ takes shape in us, we grow in the image of Christ and in our relationship with God. The Holy Spirit is active in individual and in communal worship, leading us deeper into the experience of God.
19. We believe that God intends human life to begin in families and to be blessed through families. Even more, God desires all people to become part of the church, God's family. As single and married members of the church family give and receive nurture and healing, families can grow toward the wholeness that

God intends. We are called to chastity and to loving faithfulness in marriage.

20. We commit ourselves to tell the truth, to give a simple yes or no, and to avoid the swearing of oaths.
21. We believe that everything belongs to God, who calls the church to live in faithful stewardship of all that God has entrusted to us, and to participate now in the rest and justice which God has promised.
22. We believe that peace is the will of God. God created the world in peace and God's peace is most fully revealed in Jesus Christ, who is our peace and the peace of the whole world. Led by the Holy Spirit, we follow Christ in the way of peace, doing justice, bringing reconciliation, and practicing nonresistance, even in the face of violence and warfare.
23. We believe that the church is God's holy nations, called to give full allegiance to Christ its head and to witness to every nation, government, and society about God's saving love.
24. We place our hope in the reign of God and its fulfillment in the day when Christ will come again in glory to judge the living and the dead. He will gather his church, which is already living under the reign of God. We await God's final victory, the end of this present age of struggle, the resurrection of the dead, and a new heaven and a new earth. There the people of God will reign with Christ in justice, righteousness, and peace forever and ever.

B. Addendum: While not included in Confession of Faith in a Mennonite Perspective @1995, CRMC holds strongly to the following two statements:

25. Sanctity of Life:

We strongly uphold the sanctity of life from conception on. We recognize that all of us are created in God's image (Gen 1:27), and that each person is part of His wonderful plan (Ps 139:13-16), and as such, any human instigated termination of life, whether in the womb or after birth, is sin.

26. Biblical Marriage and the Christian Sexual Lifestyle:

We believe that God intends marriage to be a covenant between one man and one woman for life (Mark 10:9; I Cor 7:10-11). Christian marriage is a mutual relationship in Christ (Eph 5:21), a covenant made in the context of the church. According to Scripture, right sexual union takes place only within the marriage relationship (Ex. 20:14; I Cor 6:12-20). Marriage is meant for sexual intimacy, companionship, and the birth of children . . . (Article 19, Confession of Faith in a Mennonite Perspective, @ 1995)

We recognize that God places the boundaries of human sexual behavior and we concur with the biblical teachings that premarital, extramarital, and homosexual relationships violate God's standards and therefore are sinful. The Church cannot condone such behavior. However, we want to support and counsel, in a

loving way, persons who are struggling with such tendencies and sins. We also recognize that God offers forgiveness and healing for people who are involved in a lifestyle inconsistent with Scripture (Romans 1:18-27; I Cor 6:9-11; Lev.18:22)

C. Ordinances

1. Baptism:

- a) Baptism will be administered to those who upon personal desire give a public confession of faith in the Lord Jesus as personal Savior.
- b) The baptismal candidate will engage in biblical instruction prior to the rite of baptism.
- c) The candidate will meet with the pastor, assistant pastor, and deacons board. This group will decide on the eligibility of the candidates, as well as give opportunity for questions and encouragement. If this discernment group gives approval to the candidate's decision for baptism, the candidate's name will then be passed on to the church council and the congregation.
- d) The baptismal candidates will choose a sponsor to walk with them through the baptismal process.
- e) The baptismal candidate will request the mode of baptism (affusion or immersion).

2. Communion:

- a) The Lord's Supper was instituted by Christ (Matthew 26: 26-29; I Corinthians 12:17-32) and will be observed at least four times a year.
- b) All regular attenders and visitors who are born-again believers are welcome to be partakers of the symbols of Communion. The symbols (bread and "wine") are memorials of the suffering and sacrificial death of Christ. The Lord's Supper is also a celebration of the Lord's present and future work among believers.

V. Membership

A. General:

1. **Anyone may become a member of Carrot River Mennonite Church who confesses Christ as his/her personal Savior, gives evidence of Christian conduct, accepts and recognizes the CRMC Constitution and Bylaws, as well as the duties and privileges mentioned therein.**
2. **A member must shun all secret societies as contradictory to Christian principles (III Cor 6:14-18; Exodus 20:7; John 18:20; Romans 12:2; John 15:19).**
3. **Christians wishing a temporary affiliation with the church may be granted an associate membership provided they are in good standing in their home congregation. An associate member is encouraged to participate fully in the life of the church, including the privilege of voting at business meetings and being elected to office on any of the various committees. This does not include the positions of Trustee Board Chairperson or Council Chairperson.** The associate member remains a full member of his/her home church and his associate membership terminates automatically upon his/her taking residence away from Carrot River. Before being received as an associate member, the minister will contact the minister of the individual's home church informing him/her of the individual's

intended act.

4. Admission to Membership:

- a) The reception is accomplished by the right hand of fellowship of the minister and/or Board of Trustees member, with the approval of the congregation.
- b) Members of other Christian churches who have received believers' baptism and express their willingness to accept and support all provisions of the constitution and guidelines will produce a letter of good standing in their home church, or if this is not possible, they may be admitted upon renewal of their profession of faith. They must however, have participated regularly in church fellowship and worship for a period of three months. Ministers who are called as pastors are exempt from this waiting period.

5. The church will report the membership of the church to Mennonite Church Saskatchewan and Mennonite Church Canada in three categories: (i) active members (ii) associate members (iii) inactive members. Conference monetary support will be forwarded based upon active membership only.

6. Any member that has not attended CRMC for a period of six months or moves away from the community will be listed as an inactive member.

B. Duties of Members

1. To God and to the church:

- 1) Members are encouraged to grow in grace and knowledge of our Lord (II Peter 3:18).
- b) They are to study the Bible (II Timothy 2:15) and have prayer and communion with God (I Thessalonians 5:17).
- c) Members are expected to attend the services of the church regularly and observe the ordinances. (Acts 2:41; Hebrews 10:25).
- d) Members are expected to practice stewardship in all things and contribute cheerfully to the measure of his/her means, to support the church, home and foreign mission, education and publications, the care of the poor and other worthy causes (Matthew 3:10; I Corinthians 8:12; 16:2; II Corinthians 9:6,7).
- e) Each member is encouraged to shun the works of the flesh and to abstain from such amusements, habits, and practices that may cause others to stumble or bring reproach upon the church of Christ (I Thessalonians 5:22; I Corinthians 6:12-20; 8:1-13), but rather to nurture the fruits of the Spirit (Galatians 5:22).

2. To The Family:

- 1) It is clearly the duty and privilege of all church members that family worship be conducted and the blessing be asked at meals.
- 2) Members should set an example to their children by actively becoming involved in Sunday School and encouraging their children to participate on a regular basis.
- 3) Children should be encouraged to attend children's clubs.
- 4) Parents should diligently engage in times of family devotion (prayer and Bible reading) with their children.

- 5) Parents should be sensitive to their children's spiritual aptitude and encourage them, at the appropriate time, to make a personal commitment to Jesus Christ.
- 6) Parents should encourage their children to follow the Lord in baptism. (Proverbs 22:6; Ephesians 6:4; Romans 10:9,10; Matthew 10: 32,33).

3. To the Household of Faith:

- 1) Members should love, pray for, encourage, help and seek the best interest of all members in the family of faith (Galatians 6:10; Hebrews 13:1; I John 3:14-17; Philippians 2:1-4).

4. To Unbelievers:

- a) Members should have a heartfelt love for and an active interest in the spiritual well-being of unbelievers. The believer should demonstrate a sincere love of the lost and seek to bring them to a saving knowledge of Christ. (Luke 9:52-56; II Peter 3:9; Romans 12:14-21; 13:8-10).

VI. Discipline

1. **If any member of the congregation by unchristian conduct brings shame and reproach upon the name of Christ and the church, the same will be kindly corrected. The following procedure for discipline, following the model found in Matthew 18:15-18, will be applied:**
 - a) **First, the member presenting a just complaint against another member must meet with that member to try to resolve the situation.**
 - b) **If the matter cannot be settled between the two members, then the member presenting the complaint will ask the pastor(s) and deacons to join the discussion. The member presenting the complaint must continue to be involved in the process.**
 - c) **If the matter still cannot be resolved, the congregation will meet with the two initial parties, deacons and pastor(s) to attempt to bring closure to the situation. If after such correction and due opportunity has been given the member to answer for himself/herself, he/she still remains impenitent, the decision for dismissal from membership will be made by the congregation, acting upon recommendation from the deacons.**
2. **The dismissed may be reinstated upon satisfactory evidence of penitence. To win such a one back in Christian love will be the duty of the entire congregation.**
3. **In matters requiring ministerial discipline, the *Guidelines For Discipline In Ministerial Credentialing* will be employed.**

VII. Organization

1. **All positions of leadership, with the exception of the pastor and staff, are voluntary and are filled through the election process at the annual general meeting, using the structure laid out in the CRMC Bylaws.**
2. **Anyone may volunteer at CRMC who confesses Christ as his/her personal Savior, gives**

evidence of Christian conduct, accepts and recognizes the CRMC Constitution and Bylaws, as well as the duties and privileges mentioned therein.

3. All those in positions of leadership are to act on behalf of the congregation and are accountable to the congregation.
4. The following leadership structure is in place to facilitate orderly operation of the church. The size of certain elected committees may fluctuate from year to year, as committees may adapt to the number of nominations per year.
5. **Trustees Board:**
 - a) **The Trustees Board will consist of five members: a chairperson, vice-chairperson, secretary, and two members at large, all elected by the congregation. The Trustee Board will consist of members of our church society.**
 - b) **The Board is responsible for the business operations of the church society, including finances and facilities. The Board is also responsible for providing leadership to general meetings.**
 - c) **Trustees will be elected for a term of three years. At the first annual meeting two trustees shall be elected for three years, two trustees for two years, and one trustee for one year. The trustees receiving the greater number of votes will hold office for the longer term.**
 - d) **After the election of the members of the Trustees Board at the annual meeting, the congregation shall nominate and elect Board members for the positions of Trustees Board chair, vice-chair, and secretary. These positions will be held for the term of one year.**
 - e) **A Trustee may serve on the Trustees Board in any board position for two consecutive terms (six years) and will be eligible for reelection to any Trustee Board position after one year absence.**
 - f) **Trustees returning from office will be deemed to hold office until the conclusion of the meeting at which they retire.**
 - g) **The Trustees Board may meet together for the dispatch of business, adjourn and otherwise regulate their meetings as they deem necessary.**
 - h) **The Trustees Board is not authorized to spend more than \$1000 for unbudgeted expenses without the consent of the church society.**
 - i) **The Trustees Board chairperson is responsible for calling a meeting of the Trustees Board as required.**
 - j) **A majority of Trustees personally present will constitute a quorum.**
 - k) **The Trustees Board chairperson and the Council chairperson will initiate the formation of any ad hoc committee, and oversee its affairs.**
 - l) **The Trustees Board will appoint the church treasurer as necessary.**
6. **Deacons Board:**
 - a) **The Deacons Board will consist of four members elected by the congregation. The Deacons Board will consist of members of our church society.**
 - b) **The Deacons Board is responsible for working with the pastor to provide spiritual leadership to the congregation.**
 - c) **Deacons will be elected for a term of two years. At the initial annual meeting two**

deacons will be elected for two years and two deacons for one year. The deacons receiving the greater number of votes will hold office for the longer term.

- d) After the election of the Deacons Board at the annual meeting, the congregation will nominate and elect a Deacon Board member for the position of head deacon. The position of head deacon will be held for one year.
- e) Deacons returning from office will be deemed to hold office until the conclusion of the meeting at which they retire.
- f) A deacon may serve for three consecutive terms (six years) and will be eligible for reelection after one year of absence.
- g) A member of the Deacons Board shall : (i) be a member of CRMC, (ii) demonstrate a servant attitude, (iii) be observed as striving to live a Christ-like life and to grow in his/her walk with the Lord.
- h) The Deacons Board will assist the pastor with spiritual matters of the church, visit those who are in need, organize Adult Bible studies, and line up the slate of nominations for the annual meeting.

7. Church Council:

- a) The Church Council shall consist of the pastor and staff, assistant pastor, the Trustees Board, the Deacons Board, the treasurer, and the chairperson of all the ministries of the church society.
- b) The Church Council shall elect its own chairperson, vice-chairperson and secretary once a year. The leading pastor cannot serve as Council chairperson.
- c) The Council shall meet monthly, or as required to dispense with the business of the church society. The purpose of these meetings is to facilitate communication between the ministries, and to work together to make decisions on behalf of the congregation
- d) All members of council are elected using the process laid out in the CRMC Bylaws.

8. Officers:

- a) The Trustees Board chairperson will preside at all general meetings of the church society and will be an ex-officio member of all committees.
- b) The Trustees Board vice chairperson will perform the duties of the Trustees Board chairperson in his/her absence or ability to act.
- c) The Trustees Board secretary is responsible for keeping the minutes of all general meetings.

9. Pastor/Staff:

- a) The church society is free to hire a pastor and/or staff to help carry out the work of the church.
- b) The pastor and/or staff must accept and recognize the CRMC Constitution and Bylaws.
- c) The pastor and/or staff will be hired following the procedure laid out in the CRMC Bylaws.
- d) The pastor and/or staff will be hired using the following procedure:
 - i) The Trustees Board will be responsible for the formation of a search committee. Trustees Board members may be part of the search committee.
 - ii) The search committee will provide updates of their search at the monthly Council

- meetings.
- iii) Upon selecting a suitable candidate, the search committee will present the name of a perspective candidate to the Council, where upon The Council will give approval or rejection to contact the perspective candidate regarding a candidate visit.
 - iv) Once the Council has given its approval to the perspective candidate, the search committee will arrange a candidate visit.
 - v) After the candidate visit, the congregation will vote on formally inviting the candidate to fill the position of pastor.
 - vi) The pastor will agree with and abide by the *Job Description of a Pastor* and the *Memo of Understanding*.
- e) The duties of the leading pastor will be:
- i) To preach and teach the Word of God in purity and power (II Timothy 4:1-4).
 - ii) To watch tenderly over the spiritual welfare of the congregation.
 - iii) To act as counselor.
 - iv) To visit the members of the body, especially the sick, and encourage all in their faith.
 - v) To officiate at weddings, funerals, baptisms, child dedications, communions, as well as perform other duties as prescribed by the church-minister *Memo of Understanding*, the church *Pastoral Job Description*, and as the Word of God directs (I Peter 5:2-4).
 - vi) To arrange for premarital counseling for all couples in whose wedding the pastor or assistant pastor is involved.
 - vii) To participate in an annual pastoral evaluation process with a pastoral committee. This committee will consist of the Sunday School superintendent, the head deacon, and the Trustees Board. Should any conflict arise concerning the formation of this committee, the Trustees Board chairperson will have final authority to bring it to a resolution.
10. The assistant pastor will be elected for a one year term at the annual meeting in January. The assistant pastor will provide assistance to the pastor in spiritual matters, as well as aiding the pastor in worship and special services.
11. Ushers:
- a) Two head ushers will be elected for two year terms, with their terms being staggered.
 - b) The Head Ushers are responsible for assigning ushers for Sundays and special services.
 - c) Ushers (no fixed number of positions) will serve one year terms, and will carry out the duties as defined by the head ushers.
12. Sunday School Executive:
- 1) The Sunday School executive is responsible for all aspects of junior and adult Sunday School classes. The executive will find teachers to fill each position, as well as song leaders and Christmas program directors. The executive will also order Sunday School material, and line up projects for the offerings.

- 2) The Sunday School superintendent will serve a two-year term, which will be staggered with the term of the assistant superintendent.
 - 3) The assistant superintendent will be elected for a two-year term.
 - 4) The Sunday School secretary/treasurer will be elected for a two-year term, with the terms of the Assistant superintendent and secretary/treasurer running concurrently.
13. Clubs:
- 1) The Clubs Committee will be made up of five elected members, each serving two years.
 - 2) The terms will be staggered with two terms expiring concurrently, and the other three terms expiring the following year.
 - 3) The Clubs Committee will elect the Clubs secretary/treasurer from within the committee.
 - 4) The committee will be responsible for planning and organizing a Club program for children of the church society and community. The Club program's main focus is outreach to the community.
14. Youth:
- 1) The Youth Directors committee will be made up of three or four members, each serving two years, with the terms being staggered.
 - 2) The Youth Directors committee is responsible for running social and spiritual events for junior and senior high youth in the church society and community.
15. Library Committee:
- 1) The Library committee will be made up of a librarian and an assistant librarian. Both positions will serve one year terms, starting concurrently.
 - 2) The Library committee will be responsible for books and periodicals in the church library, as well as purchasing new books.
16. Recreation Committee:
- 1) The Recreation Committee will be made up of four or five pairs (8-10 people), with each pair serving a two-year term. Two terms will be staggered with the other three.
 - 2) The Recreation Committee is responsible for planning social and recreational events throughout the year, as well as a family camp or family day.
17. The Mennonite Central Committee (MCC) representative will serve a one year term, and will be responsible for informing the congregation of MCC projects, news, and information.
18. The Missions Contact person will serve a one year term, and will be responsible for keeping the congregation informed on the missions and missionaries of Commission on Overseas Mission, and other mission organizations.
19. The Placement Committee will be made up of two elected members, each serving

concurrent one year term. The committee will be responsible for finding lodging and/or meals for visiting speakers, choirs, and touring groups.

20. The lunch group leaders (2) will each serve concurrently one year term. The leaders are each responsible for a lunch group made up of all ladies of the church, which will provide and/or serve lunch at various church functions, such as funerals, breakfasts, lunches, etc.
21. The Taxi Service committee will consist of two members. Each will serve concurrent one year terms. The committee will be responsible for arranging transportation for those needing rides to church services.
22. The church reporter will serve a one year term, and will report church news and events to the local newspaper and "The Canadian Mennonite".
23. The subscription agent will serve a one year term. This position can be filled by an individual or couple. The subscription agent will be responsible for the ordering and receiving of "Rejoice" devotional, "Christian Reader", and "Our Daily Bread."
24. The gardener will serve a one year term, and will be responsible for the maintenance of the church flowerbeds.
25. The sound system coordinator will serve a one year term, and will be responsible for the maintenance and operation of the sound system.
26. The head pianist will serve a one year term, and will be responsible for scheduling pianists and/or organists for church services.
27. The Special Music Committee will be made up of three or four members, each serving concurrent one year terms. The committee will be responsible for organizing special music for Sunday morning services.
28. The Junior Worship Committee will be made up of two or three members. Each will serve concurrent one year terms. The committee will be responsible for organizing the children's features for Sunday morning services: the upstairs children's story for children preschool to grade four, and the downstairs worship time for children three to five years old. There will be no downstairs worship time during the summer months.
29. The Decorating Committee will be made up of three or four members, each serving concurrent one year terms. The committee will be responsible for decorating the church for special events in the church calendar, as well as providing banners, etc. for other occasions.
30. The Mennonite Ladies Fellowship and Koinonia will elect their own executive.

VIII. General Meetings

1. **The annual general meeting of the church society will be held in January of each year**

on the date fixed by the Trustees Board.

- 2. A special general meeting of the society may be called by the Trustees Board chairperson as and when he/she considers it necessary, but he/she shall call a special general meeting when requested to do so, in writing, by at least ten members.**
3. Thirty percent of active members shall constitute a quorum at any general meeting of the church society.
4. Voting privileges are extended to all members of the church society.
5. Voting and floor privileges can be extended to Christian regular attenders for a particular meeting by a majority vote on such a motion at the beginning of the meeting.
6. Voting will be done by secret ballot in the case of election of officers and by a show of hands in other cases except where a ballot is requested.
7. Any matter to be voted on by the general church body needs one week advance notice. Voting can take place after the second announcement.
8. On issues that are deemed more important, a call for a percentage majority is required. The percentage suggested will be voted on, and the issue vote can only proceed when the percentage has been finalized.
9. All departments of the church society formed for the purpose of ministering to it, such as the Deacons Board, choir, Sunday School, Youth groups, Children's Club, ladies=fellowship groups, etc., are regarded as an integral part of the church society. A written report including a financial statement will be expected at the annual meeting from each department.

IX. Amendments to the Constitution and Bylaws

- 1. All requests for Constitutional and/or Bylaw Amendments must be presented to the Trustees Board chairperson in writing.**
- 2. The Trustees Board chairperson will present the request for Constitutional and/or Bylaw amendment to the Trustees Board who in turn will present it to the Council with recommendations and comments.**
- 3. The Council will review and consider the request for Constitutional and/or Bylaw amendment before making a decision to recommend or dismiss it within sixty days of its introduction.**
- 4. If the Council recommends the Constitutional and/or Bylaw Amendment(s) to the church society for a vote, the Trustees Board will ensure that the church society is given written copies of the proposed amendments two Sundays in advance.**
- 5. An amendment that is taken to the annual meeting, or special meeting, after due process, may have this amendment amended by majority vote of the church society**

members personally present.

- 6. The church society will vote on the acceptance or rejection of the Constitutional and/or Bylaw amendment(s) at the annual meeting or a special meeting called by the Trustees Board.**

X. Custody and Use of Seal

- 1. The seal of the church society shall be in the custody of the secretary or such other person may be designated by the Trustees Board. All papers or documents required to be sealed on behalf of the Church society shall be sealed in the presence of the Trustees Board chairperson and the secretary or of such other persons as may be designated by resolution of the Trustees Board.**

XI. Closure

- 1. Subject to section 47 of the Societies Act on dissolution of the church society, its property and assets shall , after the payment of all liabilities be donated for such charitable, benevolent or educational purposes as may be decided by the society in a general meeting.**

XII. Church Use

- 1. Requests to use the church building for events not organized by the church will be made to the Trustees Board.**
- 2. On these occasions, a contact person will be appointed by the Trustees Board. This contact person will be responsible for arranging details such as unlocking and locking up the church, church clean up, etc.**
- 3. An honorarium given to CRMC for use of the church building would be appreciated.**

XIII. Sponsorship and Special Projects

- 1. It is the policy of CRMC that we will place an 1/8 page (or \$50 equivalent) advertisement or sponsorship in a Bible college yearbook when a member/regular attender of our church is attending the school.**
- 2. Any requests for donations to local or other missions projects will run for a two-week period. The request will be printed in the bulletin for two Sundays.**
- 3. Any designated offerings given at services where touring choirs and/or visiting speakers are present will go to the institution or mission that is being represented.**