**THE**

**CONSTITUTION**

**of**

**CRC**

**Local**

**Church**

**Inc.**

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1. **Preamble**
	1. **CRC Churches International**

The “*CRC Local Church inc*” is a part of a family of churches in the world known as “CRC Churches International”.

In Australia the CRC is organised nationally as CRC Churches International Australia Inc.( A1283) and by states through which churches are affiliated. This church is affiliated with the CRC through CRC Churches International Victoria Inc. (A0038450K).

This co-operative fellowship of autonomous interdependent churches is based on mutual love, respect, loyalty and recognition of each other as expressed in the Charter of the CRC, to participate in the Great Commission of Jesus together as outlined in sections 4 to 8.

* 1. **Origins**

The founding pastor was *John Christian.*

The Church was officially affiliated with CRC in NNNN

The church was first incorporated in NNNN.

Other Church Names and Trading Names have been

*Add the Names by year here.*

This Constitution covers the principles and objects of the Church as well as the general rules of governance, affiliation and operation.

1. **Name**
	1. The name of the organisation is CRC Local Church Incorporated hereinafter referred to as “the Church”.

The names and logos of the Church shall be the property of the Church and may only be changed by the Oversight.

1. **Definitions**
	1. In this Constitution, except where the context is inconsistent therewith, words shall have the meanings hereby assigned to them as appears in the Glossary see Clause 29.
	2. Words indicating the masculine gender shall, where the context permits, be read as including the feminine gender and vice versa. A reference to the singular may include the plural and vice versa.
2. **Principles and Objects** - The Church accepts and agrees to abide by the terms and provisions of the following documents:
	1. **The Charter of CRC Churches International Australia Incorporated;**
	2. **The Constitution of CRC Churches International Australia Incorporated;**
	3. **The Constitution of CRC Churches International – Victoria;**
	4. **The Approved Policy Documents and Guidelines of the CRC;**
	5. **The Approved Policies and Guidelines the Church imposes on itself**
3. **CRC Churches International**
	1. **CRC Churches International**

The CRC is a global international fellowship originally launched in New Zealand and Australia in 1945. Within the framework of the universal Church, there is the necessity to be associated with a group of local churches of common faith, vision and leadership. This co-operative interdependent fellowship of churches is based on mutual love, respect, loyalty and recognition of each CRC church’s self-governance. The CRC is such a group and believes that association with it should not interfere with our love for and fellowship with the universal Church in whatever contact we may have with it.

The Church is free to participate in Ministry and Mission in this global fellowship according to the recognised policies and guidelines promoted by CRC Churches International Australia and with those of the CRC in the respective nation where relevant. The Church ministers may be approved and recognised as officers and representatives abroad.

* 1. **CRC Churches International Australia Inc**

The CRC is organised on a national level in Australia. Any nationally credentialed ministers are members of CRC Churches International Australia known as the National Council, as described in CRC approved documents mentioned in 4.0, and the Church is permitted to put forward a delegate who also has voting rights at National Council Meetings and General and Special Meetings.

* 1. **CRC Churches International Victoria Inc**

The CRC is organised on a state level in Victoria. The Church is affiliated with the CRC through CRC Churches International Victoria. Nationally Credentialed ministers, and State Credentialed Ministers are members and known as the State Council. Each Church is permitted to put forward a delegate as per 5.2 who also has voting rights at the State Council.

1. **The Local Church** - We accept the New Testament portrayal of the universal Church organised into **autonomous**, **interdependent** and **self-propagating** local churches. Our concept of the local church is that of a loving Christian community that is:
	1. **Autonomous** i.e. self-governing (having full authority to manage its own affairs) and self-ministering (having sufficient ministry-gifts to lead its congregation) according to the Ephesians 4:11-16 pattern and described in this constitution;
	2. **Interdependent** i.e. relationally connected, cooperative and accountable to the CRC family as described in this constitution and CRC Policies and guidelines;
	3. **Self-propagating** i.e. seeing itself as a base for outreach, church planting, and mission activities as expressed in the Vision Mission and Ministry Focus of the CRC, conducted either on its own local initiative or in cooperation with other local churches;
	4. **Governed** **by Overseers** (or by whatever title the spiritual Oversight may be known) and served by Ministers, Deacons, and Leaders or any other such Helpers; and
	5. **Composed** **of Accountable People** who are in submission to: the ministry team and spiritual oversight as they shepherd, disciple and lead the church; and this constitution and meet the requirements of membership as outlined in Clause 13;
	6. **Has Members**
		1. Membership shall be approved according to the provisions of this constitution.
		2. In order to be formally affiliated by the relevant State Council as an autonomous local church, a country church shall have a minimum 50 regular adult attendees (of whom 30 are Members), with a viable and competent Oversight as accepted by the State Executive (see Clause 25). Subject to the relevant Act, the church may incorporate with less than these provisions under the provisions for a Governing Church.
2. **Declaration of Faith** - The Church accepts the following CRC statements of faith and therefore believes:
	1. In the Bible as the inspired Word of God;
	2. In God, the Creator, who has revealed Himself in the Persons of the Father, Son and the Holy Spirit;
	3. In the Divinity and sinless Humanity of Jesus Christ, and in His miraculous ministry, His suffering and death on the Cross as the only Saviour for the sins of the world, and His resurrection from the dead;
	4. That Jesus will return to the earth as its final Judge of the living and the dead;
	5. That all people fall short of God’s perfect standard and can only find forgiveness through faith in the saving work of Jesus Christ;
	6. That all people who have put their faith in Jesus Christ will witness a transformation in their lives, exemplified by repentance and holiness of conduct;
	7. In Christian Baptism, by full immersion in water, of those who have personally placed their faith in Jesus Christ;
	8. In regularly celebrating the Lord’s Supper, remembering Jesus Christ’s saving work;
	9. In the Baptism in the Holy Spirit, with the normal initial evidence of speaking in unknown languages;
	10. In the miraculous gifts of the Holy Spirit;
	11. That God heals the sick today through active faith in His grace;
	12. In the power of prayer; and
	13. In God’s community of believers, the Church, and its responsibility to spread the message of the Gospel to all people and nations.
3. **The Vision and Mission of the CRC and Local Church** - **The Church accepts and agrees to the Vision and Mission of the CRC.**
	1. **Vision** - Our vision is to help expand the Kingdom of Jesus Christ on earth by:
		1. Creating, maintaining, and developing Bible-based contemporary worshipping local churches, and ministries *(Acts 1:8); and*
		2. The Oversight may express this CRC vision in other words and with added emphases not contrary to the CRC vision and publish that vision from time to time.
	2. **Mission** - Our mission is to exalt Jesus Christ, and to extend His influence throughout the world by:
		1. Proclaiming Christ's Gospel, The Great Commission, with the expectation that supernatural signs will follow as the normal New Testament pattern (*Mark 16:15-20);*
		2. Planting Christ-centred bible based churches that are worshipful, prayerful, fellowshipping, autonomous, interdependent, developmental and self-propagating *(Acts 14:21-28);*
		3. Promoting Christ-glorifying Christian communities which outwork the Great Commandment with miraculous and character transforming ministry of the Holy Spirit *(Acts 2:42-47);* and
		4. Producing Christ-following disciples who seek to obey the Great Commandment and the Great Commission *(Matthew28:18-20); and*
		5. Other methods as may be decided and published by the Oversight from time to time to achieve the vision including initiatives of charity, education, promotion, legal and ethical activism, community involvement and Membership and outreach, and raising funds and enterprises to do so.
4. **Core Values: the Bible, CRC and the Local Church** - The Church adheres to core values as follows.
	1. Bible Values.
		1. The Church accepts and agrees to core values of the Scripture such as Gal 5:22-23 Fruit of the Spirit.
	2. CRC Values
		1. The Church accepts and agrees to the core values of the CRC as published from time to time.
	3. The Oversight may publish a list of values, whether in these words or other words, and also other values, providing that in all cases the Church values shall not be contrary to Biblical or CRC values.
5. **Governance**
	1. The governance of the Church shall be vested in an Oversight who shall have all the powers requisite to effectively govern including those powers set out in the relevant legislation and Act under which the Church is incorporated.
6. **Oversight Board Directors** - The Oversight is responsible to act as the Directors in accordance with the requirements of the *Act*. The Oversight shall be responsible for the governance and legal compliance of the Association. The Oversight shall establish the overall local vision and strategic direction and manage the culture, values and affairs of the Church and shall initiate and support the spiritual program and ministries of the Church.
	1. **Responsibilities.** - There are three distinct governance responsibilities:
		1. The welfare and development of the Church and its assets, both tangible and intangible including continuity of leadership and ministry, to enable the Church to perpetually pursue its vision, mission, aims and objectives; and to live out the Core Values in alignment with its Declaration of Faith;
		2. The development of policy and the determination of standards, including financial, moral and ethical ones, by which the Church will function; and
		3. The compliance with statutory requirements and standard practices of “common law” and CRC policies and guidelines.
	2. **Membership Qualities of the Oversight. -** The following may be appointed as Oversight Members:
		1. Members of the Church who have the proven Christian moral character, spirituality and governance competencies and scriptural qualifications outlined in 1 Timothy 3:1-7 and Titus 1:6-9; and/or
		2. CRC Credentialed Ministers of other churches (see clauses 11.5.2 and 25.1) who shall be deemed as Members by virtue of their appointment and while appointed; and/or
		3. Members of other CRC Church Boards who shall be deemed as Members (see clause 25.1.) by virtue of their appointment and while appointed.
	3. **Appointments to and Removals from the Board of Oversight.** At incorporation the Oversight shall be the Oversight of the current Governing Church. There is no fixed term of office for Oversight Members, but subsequent appointments to and removals from the Oversight shall be made upon the recommendation of the Senior Minister with the concurrence of at least three-fifths of the Oversight. In the event of an oversight member being removed it shall require a special resolution from all oversight members entitled to vote, unless;
		1. The number of Oversight Members would be less than 3 (see clauses 11.5.2 and 25.1); or
		2. An Oversight Member becomes a suspended Member or a CRC Credentialed Minister becomes suspended (see 14.2 and 15.5); then their Oversight Membership is suspended also; or
		3. An Oversight Member resigns for any reason.
	4. **Chairman** - The Senior Minister (clause 12) will be the Chairman of the Oversight unless otherwise decided by the Oversight.
	5. **Minimum number of Oversight Members.**
		1. The Oversight shall consist of a minimum of three persons.
		2. The Oversight may identify and record willing CRC Minister(s) of other CRC Churches it wishes to fill interim casual vacancies if the number would fall below 3.
		3. In the event that the Oversight otherwise becomes unviable, and is unable to maintain 3 members, the remaining Oversight members can appoint a Nationally Credentialed CRC Pastor(s) with the endorsement of the State Chairman to fill an interim casual vacancy (up to 12 months at a time). In the event that the State Chairman does not endorse the interim appointment for a further 12 months and or the Oversight is unable to maintain 3 members refer to clause 25.
	6. **Quorum.**
		1. A quorum for any meeting of the Oversight shall be 60% of all Members thereof.
		2. A person on a telephone or other real time electronic device shall be deemed present.
		3. For a minute in circulation a quorum shall be 60% or 100% if it is a major decision. See clause 10.10.
	7. **Meetings**
		1. The Oversight shall meet at least 6 times per year.
	8. **Minutes**
		1. Minutes are to be prepared for every meeting of the Oversight and kept in a master file. Copies of these minutes are to be provided to each member of the Oversight. The Oversight Chairman, upon the ratification of the minutes at the next meeting, will then sign or seal them in some way.
	9. **Voting**
		1. While it is felt consistent with Scripture that there should be total unity in the passing of resolutions, for the purposes of this Constitution and unless otherwise stated, a vote carried by a simple majority of the Oversight Members present at the meeting concerned shall be deemed sufficient to constitute a valid resolution or appointment.
		2. The Oversight will ideally increase to 5,7,9 etc. in odd numbers, as the church grows, to ensure that simple majority decisions can be made at all times.
		3. At meetings of the Oversight, the Senior Minister shall have the same voting rights as all other Oversight Members and in addition, shall have a casting vote if required, unless the Senior Minister is personally involved or has a clear conflict of interest.
		4. It is not permitted to appoint a person to vote in proxy on behalf of absent members at Oversight meetings.
	10. **Circulated Resolution**
		1. A motion circulated in writing or by electronically recorded means, with which the Oversight agrees in response in writing or by electronically recorded means, shall be as valid and effectual as if it had been passed at a meeting of the Oversight duly convened and held. If the matter has to do with a significant policy initiative, Oversight appointment or major staff appointment then all members must be in agreement. Decisions made in this manner must be formally ratified at the next convened meeting of the Oversight as previous minutes and the Chairman will sign them.
		2. When a quorum is not present the Chairman may circulate the resolution to all Oversight members not present and proceed according to rule 11.10.1.
	11. **Leave of absence**
		1. The Chairman may grant Oversight Members leave of absence from its meetings in cases where an Oversight Member is on extended holiday leave, a work assignment, or similar.
	12. **Payments**
		1. The Oversight Members are not eligible for payment as Oversight Members but may have necessary expenses reimbursed if approved by the Oversight. This does not exclude Oversight Members being remunerated normally in a staff capacity (i.e. Senior Minister, Associate Pastor, Administrator, Secretary etc.) where Oversight meetings may overlap regular employment time.
	13. **Media**
		1. Only the Senior Minister, or delegate endorsed by the Senior Minister or the Oversight, are authorised to speak to the media on behalf of the Church.
	14. **Observers**
		1. The Oversight, through the Chairman, may invite observers to attend Oversight meetings as it thinks fit. Such observers may be permitted to speak at such meetings but shall not be entitled to a formal vote.
	15. **Delegation**
		1. The Oversight may delegate their authority to a Management Committee, Leadership Team, Ministry Team, Administration Department, Deacons or other committees for the function of such matters as determined by the Oversight. Members of such committees shall be Members of the Church but need not be members of the Oversight. Members of such committees shall ideally be Members of the Church; notwithstanding, this does not limit the seconding of consultants and experts as appropriate.
	16. **Documents**
		1. The Oversight may determine at its discretion, to develop and have implemented documents such as Governance Policies, Guidelines, Terms of Reference and By-Laws for various departments and aspects of its operation.
		2. Custody of, and inspection of, books and records.
			1. Members may on request inspect free of charge:
			2. The register of members;
			3. The minutes of general meetings;
			4. Subject to 11.16.2.5, the financial records, books, securities and any other relevant document (per 11.16.5) of the association, including minutes of oversight meetings.
			5. The Oversight may refuse to permit a member to inspect records of the Association that relate to confidential, personal, employment, commercial or legal matters or where to do so may be prejudicial to the interests of the Association and or may release redacted copies of documents to allay any of its concerns.
		3. The Oversight must on request make copies of these rules available to members and applicants for membership free of charge.
		4. Subject to 11.16.2.5 a member may make a copy of any other records of the Association referred to in this rule and the Association may charge a reasonable fee for provision of a copy of such record.
		5. For purpose of this rule – Relevant documents means the records and other documents, however compiled, recorded or stored, that relate to the incorporation and management of the Association and includes the following –
			1. Its membership records;
			2. Its financial statements;
			3. Its financial records;
			4. records and documents relating to transactions, dealings, business or property of the Association.
	17. **Review of Decisions of Others**
		1. The right of the Oversight to review and to change any decision made under delegation shall be preserved at all times.
	18. **Matters Unresolved and Oversight Disputes**
		1. In the event of circumstances not envisaged by this constitution, or in the event of a dispute or breakdown of relationships amongst the Oversight, which the members are unable to resolve by a simple majority decision, the matter is to be referred to any designated person(s) previously appointed (or that may be decided upon) to mediate and adjudicate, otherwise it shall be referred to the State Chairman of the CRC. The State Chairman may handle this matter in consultation with the National Chairman or may appoint a delegate to do so, or may appoint a panel of three experienced Nationally Credentialed CRC Ministers for mediation, resolution and a decision. In the event that unresolved matters are protracted the process of Clause 25 shall apply.
7. **Senior Minister**
	1. **CRC Credentialed Minister**
		1. A Senior Minister, who shall hold either a CRC National Minister’s Credential, Minister’s Credential, Trainee Minister’s Credential, or Affiliate Minister’s Credential and be in good standing within the CRC, and shall be appointed by a two-thirds majority decision of the Oversight.
		2. In the case of the retirement of the Senior Minister the Oversight or the retiring Senior Minister, shall seek approval from the CRC State Chairman who will consult the National Chairman about the appointment of a new Senior Minister prior to the appointment being finally approved.
	2. **Minister without a CRC Credential.**
		1. In the event of a local church considering the appointment of a person to lead the church who does not hold a CRC Credential the Oversight shall seek the advice of the CRC State Chairman who will consult with the National Chairman, and receive the approval of the State Executive before an appointment is made. This provision shall include a person who may be in the process of coming into the CRC from another denomination and shall also include the possible appointment of a CRC church member who has yet to receive a CRC Credential but with reasonable prospects of gaining a Credential, and such appointment shall be considered an interim appointment to be resolved at the next Credential Meeting and/or Executive Meeting of the relevant State or National Council.
	3. **Oversight Chair**
		1. The Senior Minister will normally be the Chairman of the Oversight, providing spiritual direction and encouragement and developing the spiritual guidelines and objectives of the Church.
	4. **Senior Minister delegation and responsibility.**
		1. The Senior Minister is responsible to ensure that decisions made by the Oversight are implemented and has the authority to delegate responsibilities to Oversight Members, paid staff and other Leaders within the Church.
		2. The Senior Minister is to provide leadership to the Church in order for the Church to progress in its stated vision and mission and to live out its core values in alignment with the Declaration of Faith.
	5. **Staff appointments by the Senior Minister.**
		1. The Senior Minister shall have the authority, with the concurrence of at least three-fifths of the Oversight; to appoint and to terminate the appointment of any paid or unpaid staff of the Church as laid out in this constitution and any established policies.
	6. **Deputy Leader or Executive Leadership Committee.**
		1. Upon the recommendation of the Senior Minister, the Oversight may appoint a Deputy Leader (who would normally be the Vice Chairman of the Oversight) or an Executive Leadership Committee to lead the Church on an interim basis should some incapacity stop the Senior Minister from fulfilling their responsibilities.
	7. **Incapacity, resignation or removal of the Senior Minister.**
		1. The Oversight will consult with the CRC State and National Chairman about the removal of the Senior Minister prior to the appointment being terminated. Any Deputy Leader, or Executive Leadership Committee, shall become the acting Senior Minister upon the Senior Minister’s decease, their voluntary resignation, incapacity or removal by a two-thirds majority decision of the Oversight.
		2. The Oversight shall then proceed by a two-thirds majority decision to make a permanent appointment of a Senior Minister for the Church as soon as practicable subject to seeking advice from the CRC State Chairman who will consult with the National Chairman. The permanent leadership appointment does not necessarily have to be chosen from among the Oversight Members.
	8. **Incapacity or resignation of Senior Minister and Deputy Leader or Executive Leadership Committee.**
		1. Should by reason of death, accident or some other incapacity, the Senior Minister, Deputy Leader or Executive Leadership Committee be rendered incapable of carrying out their leadership responsibilities, then if it seems necessary to the Oversight it shall, subject to consultation with the CRC State Chairman or his nominee, meet as soon as practicable to appoint an ‘Acting Leader’ from among their own Members by a two-thirds majority decision, whose only duty will be to ensure the Church functions as normal and or proceed according Governing Church provisions of rule 25.
	9. **Change of Senior Minister.**
		1. If the existing Senior Minister is contemplating a move from the Church, or considering resigning or activating a succession, they shall immediately notify the CRC State Chairman. The Senior Minister and Oversight shall seek advice from the State Chairman who will consult with the National Chairman in the process of identifying and appointing a new Senior Minister.
	10. **Due Diligence and Disclosure**

A memorandum of understanding or other statement should be developed between the Church and a new prospective minister including the following.

* + 1. The Pay and Conditions of a prospective senior minister and other relevant requirements of clause 18 shall be determined prior to becoming senior minister.
		2. A prospective senior pastor shall be aware of the full financial condition of the church as expressed in up to date Performance and Position Statements as well as any and all arrangements with other staff continuing with the new leadership, including the retiring senior minister, and this accounting shall include all items and expectations, whether brought to book or not, that are liabilities, expectations and ongoing projects, events, ministries and contributions of the church going forward into the new leadership era.
1. **Membership** - Membership of the Church shall comprise Members with voting rights whose application is approved by the Oversight of the Church or their delegated authority in the format required by the Oversight.
	1. **Members and Associate Members**
		1. Membership may be granted by the Oversight to persons who:
			1. Have received Jesus Christ as their personal Lord and Saviour; and
			2. Have been baptized in water by immersion; and
			3. Submit to and support the Oversight and Ministry of the Church, accepting both the privilege and responsibilities required of Membership; and
			4. Accept the CRC Statement of Faith as it appears in the Charter and the Vision, Mission and Ministry of the Church; and
			5. Have been a Christian for at least 6 months (or other time determined by the Oversight); and
			6. Have attended the Church for at least 6 months (or other time determined by the Oversight); and
			7. Attend public worship services as regularly as possible; are relationally connected; contribute to the financial support of the Church by principle giving as biblically taught; use their abilities and gifts to advance the work of the Church; share their faith with those who don’t know Jesus; and keep the Oversight informed of extended leaves of absence such as long service leave, out of town employment contracts, illness etc.; and
			8. Have attained 18 years of age; and
			9. Do not hold Membership with any other local church unless they hold a current CRC Ministers Credential or board membership in any governing church; and
			10. Attend Annual Progress Meetings and General Meetings and do not fail to vote at two consecutive such meetings; and
			11. Fulfil any other policy requirements the Oversight establishes; and
			12. Who agree to offer their resignation if they fall below any of these requirements.
		2. **Associate Membership**

There are no associate membership provisions of the church.

* + - 1. Adherents. The Church may record regular attendees who are not members for the purposes of reporting the strength of the ministry of the church.
	1. **Prospective Members**
		1. A prospective Member shall apply to the Oversight for Membership in the manner determined by the Oversight and shall not be a Member until and unless that application is approved by the Oversight. The Oversight may reject the application for Membership of the Church at its discretion.
	2. **Members List**
		1. Registrar. A Members List shall be maintained by the Senior Pastor or other appointed registrar for the Oversight on a perpetual basis recording details of all Members of the Church and details of the reasons for any changes in status or removal from the list.
		2. Availability. The list shall be available to all Members for inspection at Annual Progress Meetings or by special request to the Registrar in writing who will supply a date and time to make it available for inspection within 14 days of receiving the request.
		3. Corrections. In the event of any unresolved dispute with the registrar as to the Member status of that Member or recorded details of the Member, they may apply in writing to the Oversight with relevant details and evidence or testimony of qualifying in all points and the Oversight shall consider the matter and their decision shall be final.
	3. **Subscription**
		1. No subscription or fee shall be payable by members of the Oversight or Members of the Church.
	4. **Members Voting Rights**
		1. Current Members not under suspension are entitled to vote on items on the agenda for decision at constitutionally convened annual and special general meetings of the church. Adherents are entitled to attend such annual and special general meetings of the church, unless otherwise decided by the Oversight.
1. **Termination of Membership and removal of Members**
	1. **Resignation and Lapse of Membership** - A Member may resign from Membership of the Church by giving written or recorded notice to the Oversight. The Oversight may determine that a Membership has lapsed where:
		1. a Member has not attended for three (3) months or longer and has not informed the Oversight of their intention to take extended leave for a valid purpose (eg Overseas, or leave, or similar), or has fallen below any of the requirements of Membership as stated in clause 13.1.1.;
		2. a Member has relocated to another district or their whereabouts are unknown or attends another church or has resumed a non-Christian life-style. Where the Oversight determines that a person’s Membership has lapsed, the Member is to be notified that their Membership has been lapsed via their last official address where this is practical. The updated roll shall be posted with the agenda and minutes at each General Meeting of Members.
		3. Appeal of Oversight Decision to lapsed Membership
			1. In the event that a Member disputes the basis of the decision of the Oversight relating to 14.1.1 or 14.1.2, they may lodge a formal complaint in writing within 14 days of receiving notification of Membership lapse from the Oversight, or within 14 days of a Meeting where the updated Members list was posted most recently after the relevant change, and provide evidence or testimony to support their viewpoint of qualification. The Oversight shall discuss the matter and may, at its discretion, choose to interview the person concerned. The Oversight shall then make a decision that shall be binding with no right of appeal.
	2. **Termination of Membership**
		1. The Oversight may suspend and terminate the Membership of any Member who, in its opinion, violates the basic requirements of Scripture or fails to abide by the conditions of their Membership or of this Constitution (See 14.1).
		2. A suspended Member is immediately suspended from all leadership positions and committees (See also 18.2 and 18.4) and must be immediately notified in writing, or other recording, and this will remain in effect until their Membership is reinstated or terminated (See 14.3).
	3. **Procedure for Discipline of Members** - When the Oversight suspends and proposes to consider terminating the Membership of any Member under clause 14.2, the decision arrived at should not breach the accepted principles of natural justice. The following procedure shall therefore apply:
		1. The Member concerned shall be given written notice of the proposal to consider terminating his or her Membership and such written notice shall provide the general particulars of the reasons why their Membership termination is being proposed;
		2. The Member shall have the right to make a written response that must be forwarded to the Oversight within 14 days of receipt of the notice of termination of Membership where the receipt date is determined by the normal time that it would take for the recipient to be able to access the delivery;
		3. The Oversight may at its discretion invite the Member to present oral submissions. Nothing herein shall require the Oversight to hear oral evidence or to be bound by the rules of evidence or to allow the Member to be represented by legal counsel. The Oversight shall act according to equity, good conscience and the substantial merits of the case without regard to technicalities and legal forms;
		4. In the event that there is a dispute as to material allegations of fact, then the Oversight shall make such inquiries as it deems fit and make findings of fact, which shall be conveyed to the Member, who shall have 14 days to present a response or appeal in such a manner as the Oversight shall determine;
		5. If no notification or response is received in writing within the specified period, appropriate action may be taken concerning that Member without further communication;
		6. A determination shall be by a simple majority decision of the Oversight, and shall be conveyed to the Member in writing or other recording.
2. **Natural Justice**
	1. **Disputes between Members**

Disputes between Members shall be settled if possible between the Members concerned and the subsequent mediation of any immediate leaders or counsellors. If this fails, the matter shall be referred for determination by any relevant leader and supervisor and any subsequent appeal shall be brought for consideration by the Oversight or their nominee, whose decision shall be final. If a party does not accept the ruling of the Oversight then they may be expelled from the relevant group or suspended and may ultimately have their Partnership terminated.

* 1. **Disputes between Members and the Oversight**

Disputes between a Member and the Oversight on any constitutional matter shall be settled if possible before the Oversight, and if not resolved shall be by appeal in writing to the relevant State Chairman detailing the manner in which the Oversight has not acted according to this constitution and the following procedure:

* + 1. The State Chairman or their delegate will request a response in writing from the Oversight and may take other actions according to CRC policies and may at its discretion seek further clarification from either party;
		2. The State Chairman is not obliged to hear any testimony in person but may call for it if they so decide;
		3. They will then, in the light of this constitution, either uphold the Oversight decision which shall then be final or, with the agreement of the State Executive, over-rule it with a subsequent ruling or directive which will be binding on the party or parties;
		4. The Oversight, may appeal the State Executive ruling according to the CRC disputes system, or void it by a carried resolution at a General Meeting of Members duly convened, and then the matter shall be final;
		5. If a party does not accept the ruling then in the case of the Senior Minister, and any other Ministers on the Oversight, they may have their Credential suspended pending a review, and in the case of Partners in the dispute, they may have their Partnership suspended, terminated or otherwise confirmed as such without further appeal.
1. **Other Officers and Committees**
	1. **Secretary**
		1. The Oversight shall appoint a Secretary or such other Officer as required for the Church who shall perform such duties as are required of them by the *Act*. Any Board member, including the Senior Pastor or Chairman may be the Secretary and or Treasurer. The appointment or removal of the secretary will be the same process as the appointment or removal for any oversight member in line with clause 11.3.
	2. **Management Committees and Responsible Positions**

Oversight shall have the authority, according to the size, needs and gifts of the Church, to create positions, organise teams and departments and appoint Leaders, Deacons, Ministers and Elders over them. All teams shall have a leader and a direct report or supervising leader.

The Oversight may also create Outreaches and Campuses and Adopt groups and Churches and appoint leaders to them with whatever degree of delegated powers the Oversight may determine.

Leaders and Teams may develop other Leaders and Teams save that all the Leaders at all times are subject to the hierarchy of appointment and to the grace of the Senior Minister and the Oversight to confirm, review and rescind their appointment and their decisions as it deems necessary.

As such the vision and goals and decisions of all kinds of teams and positions are subject to the hierarchy of leadership supervision, and the Senior Minister and Oversight in particular, and the overarching vision and goals of the Church, while yet being encouraged to express additional vision and goals not contradictory or detrimental to the published vision and goals and policies of the Church.

* + 1. The Oversight may create administrative and secretarial positions and teams and appoint persons to them of Members, but not adherents, who are morally and scripturally qualified as deacons who shall devote themselves to the service of the Church in facilitating the delegated business and financial affairs of the Church and report to the Oversight and any other delegated authority as required.
		2. Such activities may include the management of property, finance, catering, Sunday meeting organisational support and other administration and business affairs of the Church as well as caring for the immediate needs of people in the Church, ensuring the smooth running of the various meetings and activities of the Church.
		3. Likewise the Oversight may create functional positions such as safety officer, firewarden, book keeper etc. who will report back to the Oversight and any other delegated authority as required.
	1. **Ministry Departments and Leaders**
		1. The Oversight shall have the authority to organise such Ministry Departments as it determines for ministry to children, youth, women and men, outreaches, church plants, missions, training, education, good works and community support etc. as it determines.
		2. The Senior Minister shall have the authority to appoint and to terminate the appointment of all Ministry Leaders of all the Ministry Departments of the Church with the concurrence of three-fifths of the Oversight.
	2. **Elders**
		1. The Oversight may appoint and recognise elders as examples to the Church who assist with caring and prayer.
		2. Elders will not be members of Oversight unless they otherwise become Oversight Members according to clause 11.3.
	3. **CRC Ministers**
		1. The Senior Minister may recommend the application of Members for Credentials with the CRC and also recommend the removal of Credentials with the CRC to the relevant State or National Executive bodies with the concurrence of three-fifths of the Oversight.
		2. Ministers will not be members of Oversight unless they otherwise become Oversight Members according to clause 11.3.
		3. Any CRC Minister who becomes suspended must immediately stand down from any and all positions in the church.
	4. **Conduct at Meetings of Leaders in Teams**
		1. Unless otherwise determined by Oversight, meetings and meeting adjournments may be held from time to time as the Team or the Leader decides to such places and times as they see fit and such meetings may also be held virtually. Extra-ordinary meetings called by the Leader or supervisory Leader need not have a minimum notice period provided that a quorum is achieved.
		2. The Leader or their nominee shall chair the meetings, and in the absence of the Leader no business shall be transacted unless a Leader is deputized by the Leader for the task, or a Leader in the immediate supervisory chain of leadership shall agree to chair the meeting.
		3. Proposals may be put forward by the Leader at their discretion, subject to points of order according to this constitution, and need not be seconded but all decisions at meetings shall be recorded, reviewed by the Leader, and circulated then received or otherwise varied at the next meeting. A copy shall be retained by the Leader and produced upon request by any supervisory level of leadership.
		4. Out of session resolutions circulated and signed by all Members of the Team or with other recorded evidence of support and placed with the Team minutes shall be as valid as regular minutes duly received.
		5. A quorum for any meeting or part thereof shall be a majority of those present in person or virtually along with any recorded absentee votes on hand for those items on the agenda. If a quorum is not present business may be recorded but not acted upon until the recorded approval of all of the Members not present. Upon their registered approval the minutes may be acted upon and received at the next meeting in the normal manner. Without the approval the resolutions involved are not carried.
		6. Voting at Team meetings will ideally be unanimity but for cases where a decision needs to be made it will be a simple majority and carried resolutions are valid if not contrary to this constitution’s rules, previous decisions whereby the Team may have bound itself, and while not over-ruled by the Oversight or any hierarchy of leadership.
		7. The Leader with the concurrence of the rest of the Team may appoint and remove Leaders to the Team or positions that would incidentally bring about that result.
		8. Where the Team or a member of the Team would seek to resolve a dispute with a Leader then refer to rule 15.1.
1. **General Meetings**
	1. **Annual General Meeting (AGM)**
		1. An Annual General Meeting (also known as Annual Progress Meeting (APM)) of Members of the Church shall be called by the Oversight at least once every calendar year within the time frame stipulated by the *Act*. At least 14 days prior to the meeting, formal notice of the meeting must be given to Members of the (AGM) including a true copy of the audited performance and position statements, together with any other statements required under the *Act* and a copy of the minutes of the previous AGM shall be made available to all Members.
	2. **Special General Meeting**
		1. A Special General Meeting of Members may be called by the Oversight. At least 14 days written notice and an agenda shall be made available to all Members. Only items on the agenda shall be discussed.
	3. **Quorum Procedure at General Meetings**
		1. **Establishing a Quorum**
			1. No business may be conducted at a general meeting unless a quorum of members is present.
			2. The Quorum for a meeting is the presence (Physically, by proxy or as allowed under rule 17.3.2) of 50% of members entitled to vote.
			3. If a quorum is not present within 30 minutes after the notified commencement time of a general meeting:
				1. In the case of a meeting convened by, or at the request of members under 17.3.2 the meeting must be dissolved;
				2. In any other case:

The meeting must be adjourned to a date not more than 21 days after the adjournment;

Notice of the date, time and place to which the meeting is adjourned must be given at the meeting and confirmed by written notice given to all members as soon as practicable after the meeting.

* + - 1. If a quorum is not present within 30 minutes after the time to which a general meeting has been adjourned under 17.3.1.3.2, the members present at the meeting (if not fewer than 3) may proceed with the business of the meeting as if a quorum where present.
		1. **Use of Technology**
			1. A member not physically present at a general meeting may be permitted to participate in the meeting by the use of technology that allows that member and the members present at the meeting to clearly and simultaneously communicate with each other.
			2. For the purpose of this Part, a member participating in a general meeting as permitted under 17.3.2.1 is taken to be present at the meeting and, if the members voted at the meeting, is taken to have voted in person.
	1. **Special General Meeting to Change Constitution**
		1. When changes to this constitution are proposed they shall be referred to the State Executive of the CRC for endorsement before the Oversight approves them and prior to being presented to the Members for their consideration. The Oversight may call a Special General Meeting of Members to change the Constitution. If there is an intention of a possible withdrawal from CRC Churches International, the procedures given in clauses 23 and 26 must be followed. Members unable to attend such a meeting may exercise an absentee vote (17.8).
	2. **Chairman**
		1. The Chairman of any general meeting shall be the Chairman of the Oversight or their nominee.
	3. **Conduct at an AGM**
		1. An audited statement of Income and Expenditure and a Balance Sheet together with any other statements required under the *Act* in respect of that year shall be presented.
		2. Reports from the Oversight Chairman or Senior Minister or any other members of the Oversight of the Church and from the various Departmental Leaders or a member of the Oversight appointed by the Oversight to report on behalf of the various Departmental Leaders may be presented or received as having been presented or published at some other time EG Annual Magazine or Report.
		3. Members shall vote on the acceptance of the minutes from the previous APM and the financial statements and on any other matter that may be presented for a decision or affirmation.
		4. Other matters shall be presented as determined by the Oversight and on the agenda as presented to the meeting.
	4. **Voting at General Meetings of Members** - While it is felt consistent with Scripture that there should be total unity in the passing of resolutions, for the purposes of this Constitution and unless otherwise stated, a vote carried by a simple majority of the Members present and voting at the meeting concerned shall be deemed sufficient to constitute a valid resolution of all procedural items. In relation to changes to the constitution a vote carried by a two-thirds majority is necessary. In relation to affiliation and constitutional matters, refer to clauses 23 and 26.
	5. **Absentee Voting**
		1. Members who, because of bona fide medical reasons, legitimate absence from the country, care of children, bereavement or unavoidable logistic considerations, are unable to attend a General Meeting including one to Change the Constitution shall be entitled to an absentee or proxy vote. Such votes shall be conveyed to the Chairman in writing, in any official form required by the Oversight prior to the commencement of the said meeting. Any person permitted an absentee or proxy vote shall be deemed to be present at the meeting.
	6. **Minutes**
		1. Minutes are to be prepared for every General Meeting of the Church, approved by Oversight, and kept in a master file and displayed or made available to all Members and then in the case of Special General Meetings to be ratified at the next General Meeting of either kind or in the case of Annual General Meeting minutes at the next Annual General Meeting.
1. **Personnel**
	1. **Staff** - For employment by the Church a person must:
		1. Demonstrate their support of the vision, mission, ministry, ethos and values of the Church;
		2. Have a Police Check and Working With Children Check Card unless holding current qualifications of a higher standard such as being a school teacher;
		3. Receive and sign the terms of employment.
	2. **Termination as a Member of Staff** - A staff member may be dismissed immediately if that person:
		1. Has deliberately or wilfully violated the moral, ethical and scriptural requirements specified by the CRC Charter, National Constitution and State Constitution; or
		2. Has deliberately or wilfully breached an important requirement of this Constitution; or
		3. Has committed a serious breach of his or her employment contract and conditions of employment; or
		4. Has acted in a manner as to bring the Church into disrepute, or
		5. Is guilty of serious or wilful misconduct; or
		6. Is persistently absent from duty without proper cause; or
		7. Is guilty of serious and wilful neglect of duty; or
		8. Refuses to obey any reasonable order; or
		9. For any lawful cause of summary dismissal
	3. **Volunteers** - Volunteers regularly working with people associated with the Church must:
		1. Be a Member of the Church or regular attendee who has Oversight approval to work as a volunteer and demonstrate their support of the vision, mission, ministry, ethos and values of the Church; and
		2. Have a Police Check and/or a ‘Working With Children Check Card’ if working with minors, and/or holding current qualifications of a higher standard such as being a school teacher; whatever is required by State or Territory authorities.
	4. **Violation of Principles**
		1. Any staff member or volunteer actively involved with the Church, who in the opinion of the Oversight deliberately violates the basic requirements of Scripture or the Statement of Faith, or wilfully breaches the requirements of this Constitution, CRC Charter and National and relevant State Constitutions in the absence of true repentance, shall have their involvement or employment terminated and any Membership suspended (see also 14.2).
		2. Examples of violations shall include areas such as moral failure, financial mismanagement, unethical behaviour, abusive behaviour, disregard to the Statement of Faith, failure to adhere to the policies and procedures of the Church, failure to follow directions of their supervisor, wilful disregard for (or breach of) the law, or activities that bring discredit to the Church.
2. **Finance**
	1. **Non-profit Organisation** - The Church is a not for profit organisation.
	2. **Financing**
		1. The Church shall be financed by any legal means that the Oversight determines as ethical such as:
			1. Freewill offerings, tithes, bequests, gifts of Members, adherents and supporters;
			2. Buying and selling of any assets of any description (subject to Clause 21);
			3. Returns on investments and hire & lease of any kind;
			4. Trading of any kind, grants and funding of any kind from any source and loans of all kinds; and
			5. The proceeds of any funds derived from trading using business name(s), but only as authorised in accordance with the relevant State and Territory Associations Incorporation Act or ‘not for profit company’ under Commonwealth law.
		2. All revenues received through these means become Church property and cannot be claimed by any officer, Member, adherent or supporter;
	3. **Financial Statements**
		1. As soon as practicable after the end of each month (or at least quarterly), a statement of performance outlining receipts and payments shall be presented to the Oversight.
		2. If the Church has liabilities, a statement of position shall also be presented.
		3. The relevant individuals and teams who have access to, or responsibility for, church accounts will supply any and all documentation and reports required from time to time by the Oversight.
	4. **Auditing**
		1. When required to, as in clause 17.1, or at any other time, the Oversight shall cause the Church accounts namely Statements of Performance and Position to be duly audited.
		2. The Auditor shall not be one of the Oversight or any other officer or Member of the Church. The Oversight shall select an Auditor who is approved to conduct audits under the relevant State and Territory Authorities.
		3. If the annual income or assets are less than half that indicative of a prescribed association, the Oversight may select a person who is capable of doing an audit, who is not a member of the listed organisations and who is not a Member of the Church.
	5. **Use of Income** - The income and property however derived shall be applied solely towards the advancement of the vision and objectives of the Church. In the pursuit of these, the Church may legally and ethically, as the Oversight may determine, defray all expenses, purchase and maintain assets of land, equipment and buildings, develop enterprises, deposit in or buy investments of all kinds, donate and gift toward various churches, ministries, missions, organisations and causes that further the objects, save that no portion of it shall be paid or transferred directly or indirectly by way of profit to any individual, although nothing herein contained shall prevent:
		1. The remuneration of any staff or servants of the Church;
		2. The payment to any other person in return for any service actually rendered to the Church;
		3. The payment in good faith by the Church of contributions to a Superannuation Fund for the benefit of salaried employees of the Church, as determined by legislation;
		4. The appointment of Trustees by the Church for the purposes of providing superannuation benefits;
		5. The payment to any person in respect of moneys advanced by them to the Church.
	6. **Use of Information**
		1. No Officer or staff member of the Church shall make improper use of any information acquired by virtue of his/her position so as to gain directly or indirectly an advantage for themselves or any other person, or so as to cause a detriment to the Church or Members of the Church.
	7. **Conflict of Interest**
		1. Any Oversight Member, Administrative Team Member, Officer, Member or regular attendee who has any direct or indirect personal interest in a contract transaction or dealing with or proposed contract transaction or dealing made by or in the contemplation of the Church, shall disclose the nature and extent of his or her interest to the Oversight.
		2. The validity of any such contract transaction or dealing shall not be impeached or liable to be avoided by the Church where the Member has such an interest or fiduciary relationship unless the personal interest was not disclosed.
	8. **Indemnity**
		1. Members of the Oversight, Management Committee, staff members and any other officers or employees of the Church shall be indemnified against any liability incurred in defending any proceedings, whether civil or criminal, brought by reason of their actions in relation to or connected with the Church in which judgement is given in their favour or in which they are acquitted or in which relief is granted by the Court in respect of any negligence, default, breach of duty or breach of trust and the Church may enter into such contracts of insurance in respect of such liabilities as are permitted by law.
	9. **Financial Year**
		1. The Financial Year of the Church shall be the normal calendar year from the 1st January to the 31st December.
	10. **Signatories**
		1. The Oversight in its absolute discretion shall appoint and rescind any member or Member as a signatory, password holder, key holder of any kind for all and any accounts and other records of possession and liability with instruments and documents of all kinds to such assets and liabilities and trusts of all kinds in facilitating the working of the objects of the Church.

1. **Accounts**
	1. **Records**
		1. The Church shall keep and retain proper accounts and records in accordance with the various acts and regulations and good business practice.
		2. The accounts and records shall be separate from the accounts and records of other separately constituted institutions or undertakings which are connected with Church.
		3. Financial accounts shall show moneys received and expended, the manner in which such receipt or expenditure takes place and the property credits and liabilities of the Church.
	2. **Inspection and transparency**
		1. The accounts and records relating to the Church shall be available for inspection by the Oversight, Church Members and authorised officials by appointment.
2. **Property**
	1. **Rules**
		1. The Church, through the Church Oversight, has the authority and power to make rules and regulations for the administration of its local affairs and for the administration, management, provision and disposal of all moneys, revenues, legacies, donations and documents of every description under its control or under the control of any officer elected or appointed in accordance with the provision of this Constitution, but always and only subject to the formal trust, if any, affecting the same.
	2. **Ownership -** The Church, through the Church Oversight, shall have all the powers of property ownership as laid down in the *Act*. Without in anywise limiting the effect of this clause:
		1. The Church may in its corporate name hold, purchase or take on lease any land, and may sell, exchange, mortgage lease or build upon the same with power to alter and pull down buildings and again rebuild, and otherwise deal with the same as fully and effectually as a natural person could do subject to clause 21.2.2.
		2. Before a final decision to sell Church properties the Oversight shall consult with the State Chairman to confirm that the proposal is in accordance with this constitution.
		3. The Church may give any guarantee and/or indemnity with or without security solely or jointly with any other association, person or body corporate and to secure by mortgage or otherwise howsoever such guarantee or indemnity upon such terms as the Church may deem fit subject to clause 11.1.
		4. The Oversight may assist another association, person or body corporate to further the church’s vision by giving any guarantee and/or indemnity upon such terms as the Oversight may deem fit.
3. **Common Seal.**

The Oversight may cause a seal to be made and remade from time to time as it sees fit.

* 1. **Seal Holders**
		1. Subject to clause 19.10., every member of the Oversight shall be a seal holder. The Oversight may specify in writing that other Members are to be Seal Holders.
	2. **Use of Seal**
		1. The Church does not require the use of the Common Seal in States and Territories etc. that do not themselves require it**.**
		2. However, all States and Territories etc. and organisations whose instruments entered into may require execution or authentication by the Church under seal shall be sealed with the Common Seal if so required and countersigned by two of the Seal Holders.
1. **Affiliations with the CRC**
	1. **Affiliation of the Church** – The Church shall maintain affiliation as a corporate member with a relevant CRC Churches International state or territory organization either directly, or else indirectly through a governing church, and abide by CRC polices and guidelines unless it ceases to function (see Clause 24) or all the following requirements 23.1.1 and 23.1.2 are met.
		1. **Written Notice of intention to withdraw from Affiliation**

Notice shall be given in writing to the State Chairman of the CRC of the Church Oversight’s intention to withdraw the church from the CRC to enable representatives of the State Executive of the CRC to meet with the Oversight of the Church before a final decision is taken by the Oversight to discuss the reason for their proposed action. The State Executive shall be given at least 30 days notice of such a meeting of the Oversight.

* + 1. **Process** - If, after a meeting with the State Executive or their representatives, the Oversight decides to pursue their intentions to withdraw their affiliation with the CRC, all the following requirements must be met:
			1. The Oversight of the Church must vote unanimously to withdraw from the CRC and that it is unencumbered by any Trust to do so, see 23.1.2.2;
			2. Due consideration is given to any encumbrances by any trust by way of donations and bequeaths to do so (e.g. historical donations to the CRC Church to purchase CRC property and any wishes, intentions, or conditions);
			3. A properly convened General Meeting of the Members of the Church must be called to discuss the proposed withdrawal and a new proposed constitution;
			4. Formal notice in writing must be given to the Members of the Church regarding the nature, date, time and place of such meeting at least 30 days prior to the scheduled date of the Meeting;
			5. Notification of the nature, date, time and place of such meeting must be given in writing by the Oversight to the State Chairman of the CRC at least 60 days prior to the scheduled date of the meeting with a summary of the reasons that such a meeting is being convened, so that representatives of the State Executive or their nominees may be entitled to be present to express the views of the CRC before any vote is taken;
			6. At such a meeting, a majority of 80% of all Members of the Church must be in agreement with any motion to withdraw from the relevant CRC Churches International state or territory organization so the quorum for this motion is 80%, and the required quorum and majority for a change of constitution motion is 50% and with a 75% majority respectively (see clause 26). If either motion is not carried, then the other is forfeit.
	1. **CRC Credentialed Ministers** - CRC Credentialed Ministers are members of respective CRC Councils and are released to keep and administer the initiatives and policies of the CRC.
		1. National Credentialed Ministers are members of the National Council of CRC Churches International and Minister Credential and Affiliate Credential holders are associate members.
		2. All National and Minister Credentialed Ministers are members of the relevant or nominated State Council although Trainee Ministers and Affiliate Credential holders are associate members.
	2. **CRC Delegates** – The Church may put forward a delegate with a Credential other than a National Credential, or if one is not available, another senior member of the Church to represent at National Council who, although not a member of the National Council, will have voting rights and be a recipient of correspondence.
		1. Non Credentialed nominations will be considered for recommendation by the relevant State Council through the Credentialing process on the requisite application form.
		2. Credentialed nominations will be conveyed in writing to the State Executive who shall consider it.
		3. The delegate will ordinarily be the appointed leader, if not a National Credential holder, or another Oversight Member, credential holder or senior leader.
	3. **Other Affiliations**
		1. The church and ministers and Members may affiliate with other organisations such as prayer networks, regional networks, training organisations, aid organisations and so on, provided that the obligations of doing so do not displace or nullify the responsibilities to, and fellowship with, the CRC.
		2. The church may create or adopt organisations to be affiliated with it to outwork the purposes of the church.
1. **Ceasing to Function**
	1. In the event of the Church ceasing to function, and there remains, after the satisfaction of all of its debts and liabilities, a surplus of property or moneys, this surplus shall not be paid to, or distributed amongst the Members or Officers of this Church, but shall be transferred under the provisions of 25.3.2 if the fellowship is continuing under a new management arrangement, or if ceasing to function at all, to a CRC Generations Fund(s) under the management of the relevant State and National Council of the CRC, or its delegated Committee, under the name of the Church.
	2. These funds must also have similar objects to the winding up church, which prohibits the distribution of its income and property to the members and officers of the CRC National Council.
	3. If the Church would cease to function and the Oversight strength is below the requirements of clause 11.5 or the Membership strength is below the requirements of clause 25.2 then the wind up of the Church shall be conducted by the governing church (see Clause 25) under the guidance of the State Chairman or his nominee to ensure current CRC policies are followed.
2. **Leadership Viability and Membership Strength**
	1. **Oversight Viability** - If the Church ceases to be able to constitute a viable and competent Oversight in accordance with clause 11.5.3, as resolved by the CRC State Executive then:
		1. For Casual Vacancies to the minimum number of 3 Oversight Members other than the Senior Minister the CRC State Chairman in consultation with the remaining Oversight may appoint CRC Credentialed Ministers in the Church or other CRC churches or suitable Members of the Church as per this constitution to fill casual vacancies other than the Senior Minister; or else
		2. For Casual Vacancies to the minimum number of 3 Oversight Members, including the Senior Minister when there are other CRC Credentialed Ministers in the Church, the CRC State Chairman in consultation with the National Chairman may appoint an interim Senior Minister if the church has other CRC Credentialed Ministers capable of fulfilling such a task; other wise
		3. For Casual Vacancies to the minimum number of 3 Oversight Members, including the Senior Minister when there are no other CRC Credentialed Ministers in the Church, the CRC State Chairman in consultation with the National Chairman shall direct the Church to become an Adopted Church. In this case, the governance authority and responsibility of the Oversight will be transferred to a suitable CRC Church which shall become known as the Governing Church. The Oversight of the Governing Church will assume all the responsibilities of the Church Oversight and operate in accordance with this constitution as the Oversight and Members of the Church.
	2. **Membership Strength**
		1. If the number of adult Members and regular attendees falls below 20 adults, the church shall become an Adopted Church as soon as the governance authority and responsibility is transferred by the CRC State Executive to a suitable CRC Church which shall become known as the Governing Church.
	3. **Recognition of the Local Church** - Any continuing or appointed leader of the Adopted Church would be subject to the Governing Church Oversight and any associate leaders may be considered as local team members by the Governing Church for the continued running of the Adopted Church.
		1. When the Adopted Church again grows in Membership strength and is able to maintain a viable leadership then the CRC State Executive on the recommendation of the Governing Church may recognise the Church as a separate entity again: where the Governing Church is simply a board of review, this will be released by the Governing Church informing the State Executive of such, and the State Executive will confirm the Affiliate status of the church at their next meeting; where the Governing Church has been the Oversight of the Adopted Church, the Oversight may appoint the local Team to the Oversight and resign to release the local church and inform the State Executive who shall confirm the Affiliate status of the church at their next meeting.
		2. If the Adopted Church fails to return to growth the appointed Adopted Church Leader or the Governing Church may seek to amalgamate permanently with the Governing Church to minister further as a campus of the Governing Church in which case the State Chairman in consultation with the National Chairman may consult with the Governing Church and the Adopted Church Members to windup according to this Constitution and the tangible and intangible assets transferred to the Governing Church subject to the Trust implicit in clause 25.3.3 and clause 24.
		3. Should the Governing Church for some reason decide to discontinue the Church as an Adopted Church or Campus then should the State Chairman and the CRC National Chairman be in agreement that the Adopted Church or campus should be wound up, then the Adopted Church shall cease to function according to clause 24.
3. **Alterations to this Constitution**
	1. All proposed changes to this Constitution shall be approved by the Oversight and endorsed by the CRC State Executive or their nominees to verify that the proposed changes are consistent with the stated vision, values, ethos and operational procedures of the Church and the CRC.
	2. Once the proposed changes have been endorsed by the Oversight and the CRC State Executive or their nominees, the proposed changes shall be sent out to all Members at least 60 days before the planned Special General Meeting at which the changes are to be considered and formal notice of that Special General Meeting shall be at least 21 days
	3. Any amendment to or repeal of the provisions of this Constitution (except for Clause 23, 24 and 25) shall be made by a vote carried by a majority of three quarters of the Members of the Church present and voting including any absentee votes (17.8) at a Special General Meeting of the Church to Change the Constitution. The quorum for this meeting shall be 50%.

In the case of Clauses 23, 24 and 25, they may be changed, as above, where:

26.3.1 the intent of these clauses will be changed to remain in compliance with current CRC guidelines and policies;

26.3.2 the meaning of the clauses may be retained with general re-wording or additional clauses not affecting the intent of the clauses as may be approved by the State Executive; and where

26.3.3 this constitution is to be replaced as part of a successful disaffiliation per clause 23.1.2 (quorum 80 % and majority 80% of all members per clause 23.1.2.6 although the subsequent motion to replace the constitution has the same 50% quorum and 75% majority as above).

1. **Trading**
	1. The Association is authorized to trade as per the Act and this constitution.
2. **Date of Effect**
	1. This Constitution shall come into effect on the day it is approved by the relevant State or Territory authority.
3. **Glossary**
	1. ‘Act’ means the Associations Incorporation Act of the State or Territory in which the church is located or a not for profit company under Commonwealth law.
	2. ‘Administration Department’ means the group of Members appointed to serve the Church as defined in this Constitution to manage the Business Affairs of the church including administrators, secretaries, bookkeepers etc.
	3. ‘Adopted’ Church means a church that has fallen below minimum requirements for leadership and Membership strength and been appointed to a Governing Church whose Board shall be the Oversight of the Adopted Church.
	4. ‘Annual Progress Meeting’ means Annual General Meeting or AGM.
	5. ‘APM’ means AGM.
	6. ‘City Church’ means a Church in a location declared to be a city by the State or Territory Government.
	7. ‘Country church’ means a church located outside a city.
	8. ‘CRC’ means the CRC Churches International Australia Incorporated.
	9. ‘Church’ means a local church which may also be called Assembly, Christian Centre, Christian Fellowship, Family Centre, Community Church or Fellowship or similar and in particular the church named in this constitution.
	10. ‘CRC Local Church’ means a local church within the CRC that satisfies the requirements of this constitution and the State or National constitutions and Charter of CRC Churches International.
	11. ‘Deacon’ means a person appointed to a responsible practical position and or to lead in such a responsible area.
	12. ‘Director’ means a departmental leader with leaders under them, or a member of the ‘Oversight’ depending on the context.
	13. ‘Elder’ means a person appointed as an example to the church also involved in caring and prayer.
	14. ‘Executive Leadership Committee’ means a previously minuted subcommittee of the Oversight who may act collectively as Deputy Senior Minister in situations determined under this constitution.
	15. ‘Executive’ or ‘State Executive’ means the Executive of the CRC Churches International Australia Inc of the State or Territory in which the Church is located.
	16. ‘Financial Year’ means the period of one calendar year as defined in this constitution.
	17. ‘General Meeting’ means a ‘Special General Meeting’ or ‘Annual Progress Meeting’ of Members of the Church convened in accordance with this constitution.
	18. ‘Governing Church’ means a CRC Local Church which is providing the governance of an Adopted Church or an Outreach Church.
	19. ‘Interdependent’ means mutually responsible and dependent as an affiliate, within the common policies and guidelines, but separately governed.
	20. ‘Local Church’ means a localised Christian community of common faith as defined in this constitution.
	21. ‘Member’ means a Member of the Church as defined in this constitution unless the context is obviously otherwise and may also be called ‘Member’ or similar.
	22. ‘Membership’ may refer to general membership of the church or another church
	23. ‘Membership’ may refer to general membership of, another Church, the Oversight or Management Committee, and other departments, ministries and teams of the Church depending on the context.
	24. ‘National Council’ means the National organisation of the CRC Churches International in Australia.
	25. ‘National Executive’ means the Executive of the National Council if CRC Churches International Australia Inc.
	26. ‘Outreach Church’ means a CRC Local Church begun under the legal governance of another CRC Church that is not yet affiliated with the CRC.
	27. ‘Oversight’ means the legal governing and overseeing body of the Church and may also be called ‘the Directors’, ‘the Elders’, ‘the Eldership’ or ‘the Board’, ‘the Governing Committee’ or ‘the Senior Leadership Team’ etc.
	28. ‘Oversight Director’ means a member of the Oversight.
	29. ‘Progress Meeting’ means the annual general meeting of Members of the Church convened in accordance with this constitution.
	30. ‘Senior Minister’ means the person appointed to lead the Church as defined in this constitution and will have a current CRC Credential approved by the National or State Executive.
	31. ‘Special Resolution’ means a special resolution defined in the Act.
	32. ‘State Council’ means the State organisation of the CRC Churches International in the State or Territory the church is .
	33. ‘State Executive’ means the Executive of the CRC Churches International Australia Inc of the State or Territory in which the Church is located or assigned to.
	34. ‘Statement of Performance’ or ‘Performance Statement’ means a statement of income and outgo or profit and loss statement etc.
	35. ‘Statement of Position’ or ‘Position Statement’ means a statement of assets and liabilities or Balance Sheet etc.