

CONSTITUTION OF THE

**CRANBOURNE CHRISTIAN
FELLOWSHIP CENTRE
INCORPORATED**

Trading as
turningpoint
Church

Administration Office
1785 South Gippsland Hwy
Cranbourne. Vic 3977
(PO Box 5422 Cranbourne)
(03) 5996 3048
E-mail church@turningpoint.asn.au

**RULES OF THE CRANBOURNE CHRISTIAN FELLOWSHIP CENTRE
Associations Incorporation Reform Act 2012**

ACCEPTED 04 JUNE 1996

AMENDED 01 SEPTEMBER 1996

AMENDED 27 AUGUST 2000

AMENDED 26 AUGUST 2001

AMENDED 18 MAY 2003

AMENDED 28 AUGUST 2005

AMENDED 22 May 2011

AMENDED 27 August 2014

AMENDED 27 May 2018

AMENDED 06 June 2019

Table of Contents

<i>Preliminary</i>	3
1. Preamble	3
2. The Name	3
3. Definitions	3
4. Assembly Objectives	5
5. Declaration of Faith	6
<i>Membership</i>	6
6. Membership.....	6
7. Partner Membership	6
8. Associate Membership	7
9. Assistant Membership	7
10. Application for Membership.	8
11. Register of Members	9
12. Cessation of Membership.....	9
13. Discipline of Members	9
14. Disputes between Members	10
<i>Meetings</i>	11
15. Annual General Meeting	11
16. Special General Meetings.....	11
17. Notice of Meetings.....	11
18. Voting at Meetings.....	12
<i>Officers and the Oversight</i>	12
19. Officers of the Assembly	12
20. Appointment and Removal of Officers	12
21. Senior Pastor.....	13
22. Associate/Assistant Pastor(s)	13
23. Elders	13
24. Deacons	14
25. Secretary	14
26. Treasurer.....	15
27. Disputes between Officers.....	15
28. Oversight of the Assembly.....	15
29. Conflict of Interest	16
30. Finance Committee	16
<i>Administration</i>	17
31. By-Laws	17
32. Finance of the Assembly	17
33. Property & Asset Ownership.....	18
34. Assembly Departments, Daughter Institutions and Committees	19
35. Custody of Records	19
36. Common Seal.....	19
37. Affiliation with CRC State Fellowship	20
38. Alterations to Constitution and Objectives	20
Appendix 1: Application for Membership.....	22
Appendix 2: Application for Associate Membership	23
Appendix 3: Application for Assistant Membership	234
Appendix 4: Certificate of Partner Membership.....	245
Appendix 5: Certificate of Associate Membership	256
Appendix 6: Resignation of Membership	267
Appendix 7: Notice of Lapse of Membership.....	278

Constitution

OF CRANBOURNE CHRISTIAN FELLOWSHIP INC

Trading as turningpoint Church

Rules of the Incorporation Association - Associations Incorporation Reform Act 2012

Preliminary

1. Preamble

- 1.1 The Cranbourne Christian Fellowship Centre Inc. came into being as a result of two local churches with similar heart and vision coming together.
 - 1.2 The first being the Cranbourne Christian Centre Inc. (by which this Incorporation was previously known) which was commenced as an outreach work from South Eastern Christian Centre Inc., which is affiliated with a group of autonomous Churches in Australia known as 'CRC Churches International Inc'. Pastor Philip Cayzer first incorporated the Cranbourne Christian Centre Inc. as a local autonomous church on 4th July 1996.
 - 1.3 The second being the Cranbourne Christian Fellowship, a branch church of the Waverley Christian Fellowship Inc.
 - 1.4 As of 1st September 1996, both the Cranbourne Christian Centre Inc. and the Cranbourne Christian Fellowship with the consent of Waverley Christian Fellowship Inc. commissioned the forming of a local autonomous church under the name Cranbourne Christian Centre Inc. with the formal renaming of the Incorporated Association to be called Cranbourne Christian Fellowship Centre Inc.
 - 1.5 The Cranbourne Christian Fellowship Centre Inc. is an autonomous local church affiliated with a group of autonomous churches in Australia known as the CRC Churches International Inc., and trading as CRC Churches International. This co-operative fellowship of churches is based on mutual love, respect, loyalty, and recognition of each other's sovereignty as expressed in the Charter of the CRC Churches International Inc.
 - 1.6 The Cranbourne Christian Fellowship Centre Inc. accepts the Charter and Constitution/s of the CRC Churches International Inc. and finds expression through its members working together on the same principles and recognising that the sovereignty of each member is limited by the rights of other members in the Assembly.
 - 1.7 Acknowledgment is to be given to Ps Mike Cronin of South Eastern Christian Centre Inc. and Ps Kevin Conner of Waverley Christian Fellowship Inc. (now known as CityLife) for having apostolic input into the founding of Cranbourne Christian Fellowship Centre Inc. and the pioneering work of Pastor Nancy and John Harkin and also Pastor Ian and Lillian Nash in establishing the respective churches.
-

2. The Name

- 2.1 The name of the Incorporated Association is Cranbourne Christian Fellowship Centre Inc. (formerly Cranbourne Christian Centre Inc.) trading as '**turningpoint** Church' (formerly trading as TurningPoint Family Church), hereinafter referred to as the 'Assembly'.
 - 2.2 The registered address of the Assembly shall be: 1785 South Gippsland Hwy (PO Box 5422) Cranbourne, Vic 3977.
-

3. Definitions

- 3.1 In this Constitution, unless the context requires another meaning:
 - '**Act**' means the Associations Incorporation Reform Act 2012.
 - '**Annual General Meeting**' means a meeting of members in accordance with rule 15 of this Constitution.
 - '**Assembly**' means this Incorporated Association and its gatherings and activities.

‘Association’ means this Incorporation and its governing requirements.

‘Assistant Member’ means a currently registered Member of the Association with no voting rights and who may fellowship at another Church.

‘Assistant Pastor’ has the meaning given to it in rule 22.

‘Associate Member’ means a currently registered Member of the Association with no voting rights.

‘Associate Pastor’ has the meaning given to it in rule 22.

‘Bible’ means the Christian Bible - the New International Version Anglicised Version 2011 (NIVUK) which all references will be tied back to.

‘Campus’ means a church or a group identified by the Oversight

‘Campus Pastor’ means the leading Pastor who has been appointed by the Oversight for leading of a Campus.

‘Campus Eldership’ means the gathering of the Senior Pastor, Campus Pastor, Oversight-appointed other Pastor/s and Oversight-appointed Elders of a Campus for its spiritual leadership.

‘Chairman’ means the person who is a Partner Member who chairs Meetings.

‘Constitution’ means the Rules of the Association.

‘Crusade Charter’ refers to the Charter of the CRC Churches International Inc. as from time to time.

‘CRC’ means the Christian Revival Crusade also known as ‘CRC Churches International Inc.

‘Deacon’ means a Partner Member who has been nominated by a Campus and appointed by the Campus Eldership to fulfil set tasks or jobs in relation to a Campus.

‘Elder’ means a Partner Member who has been nominated by the existing Eldership of a Campus, appointed by the Oversight, and confirmed by the Campus to work in the Campus Eldership.

‘Eldership’ means a group of the ‘Senior Pastor, with Elders, and appointed Pastors in a Campus’ that is formed to give spiritual direction for that Campus.

‘Finance Committee’ means the committee constituted by the Oversight in accordance with rule 30.

‘Financial Year’ means the year ending on the 31st December.

‘General Meeting’ means a general meeting of Members convened in accordance with rules 15 and 16 of this Constitution.

‘Member’ means a currently registered Member of the Association.

‘Marriage’ means a Biblical lifelong monogamous relationship, legally performed between a man and a woman.

‘National Chairman’ means the National Chairman of the CRC Churches International Inc in Australia.

‘LCCC’ Lighthouse Christian College Cranbourne Inc. is a ‘daughter institution’ of turningpoint.

‘Officer’ means a Deacon, Elder, Pastor, the Secretary, or a member of the Finance Committee, as set out in rule 19.1.

‘Oversight’ means the Committee of Management of the Association.

‘Partner Member’ means a currently registered Member of the Association with voting rights.

‘Regulations’ mean regulations under the Act.

‘Responsible Authority’ means the statutory authority constituted under Victorian law which oversees and administers incorporated associations in accordance with the Act.

‘Senior Pastor’ has the meaning given to it in rule 21.

'Scripture' refers to verses of the Christian Bible - New International Version Anglicised Version 2011 (NIVUK).

'Secretary' means any person who is a Partner member who holds office as the Secretary in accordance with Division 1 of Part 6 of the Act.

'Special General Meeting' means a meeting of the Members of the Assembly other than an Annual General Meeting, in accordance with rule 15 of this Constitution.

'State Fellowship' means the organisation of the CRC Churches International Inc. in the State of Victoria.

'State Chairman' means the Chairman of the CRC Churches International Inc. in Victoria.

'Treasurer' means a person who is a Partner Member who holds office as Treasurer of the Association.

'turningpoint' or **'turningpoint Church'** or **'TurningPoint Family Church'** are trading names of the Association.

'WWCC' means a 'Working With Children Check' as offered by the Victorian State Government.

3.2 Words or expressions contained in this Constitution shall be interpreted in accordance with the provisions of the Legislations Act 2012, in force from time to time. References to he, him, his etc., should be regarded as general terms referring to any natural person, male or female and should not be regarded as gender specific unless the contrary intention appears.

3.3 In this Constitution a reference to Secretary is a reference:

3.3.1 to that person who holds office as the Secretary of the Assembly under the rules of this Constitution;

3.3.2 in any other case, to the Secretary of the Assembly.

4. Assembly Objectives

The purposes for which the Assembly is established are:

4.1 To be a Church in accordance with the will of God as expressed in the New Testament.

4.2 To glorify and worship God our Father and to recognise Jesus as Head of the Church and Lord of all, taking His direction and acting according to His Leading and Principles as set out in the Scripture.

4.3 To love the Lord our God with all our heart, soul, mind, and strength and our neighbours as ourselves.

4.4 To build up the body of Christ to unity and maturity so that we might all be like Jesus.

4.5 To release the divinely-bestowed ministry gifts of Christ into full operation within the Church.

4.6 To train, equip, enable, and mobilise all members of the body of Christ into using their God-given gifts and talents as led by the Holy Spirit and in accordance with the Word of God.

4.7 To propagate the message of the Word of God.

4.8 To engage in evangelism by all means such as public meetings, the printed page, mass- and electronic-media.

4.9 To preach the full Gospel of Christ in the power of the Holy Spirit to all people everywhere.

4.10 To go and make disciples for Jesus in all nations, baptising them and teaching them to obey all that Jesus commanded.

4.11 To foster the establishment of Christian home-groups throughout our city and nation.

4.12 To have meetings in private and public places for purposes of worship, fellowship, baptism, teaching, communion, receipt of tithes, offerings, or donations and any other Christian purpose.

4.13 To foster and establish self-governing, self-propagating local churches as the opportunity affords.

- 4.14 To uphold the family as the basic social unit of society.
 - 4.15 To provide Christian education for all age groups.
 - 4.16 To support and engage in missionary enterprise in other lands with the view to establishing local churches.
 - 4.17 To be involved as we are able and led, in giving direct aid for the relief of poverty, sickness, destitution, suffering, and misfortune.
 - 4.18 To honour all civil governing authorities according to the Scriptures.
 - 4.19 To encourage training for active ministry at home and abroad.
 - 4.20 To co-operate with other self-governing local churches and others holding to the same vision.
-

5. Declaration of Faith

The Assembly believes in and presents the following basic truths:

- 5.1 The Holy Scriptures - their inspiration and infallibility.
 - 5.2 The Godhead - comprising Father, Son and Holy Spirit.
 - 5.3 The Lord Jesus Christ - His humanity, deity, virgin birth, sinless life, atoning death for the sins of the world, resurrection for our justification, ascension to the Father's right hand, and personal return to reign upon earth at the end of this age.
 - 5.4 Salvation - by repentance, faith in, and confession of Jesus Christ as Lord, producing an upright and moral life according to the Bible, leading to good works.
 - 5.5 The ordinances - Water Baptism by immersion for all believers, and the Lord's Supper, celebrated in remembrance of Christ and in accordance with His instruction.
 - 5.6 Divine Healing - secured for every believer through the atonement of Christ; and deliverance from the bondage of Satan's power.
 - 5.7 The Baptism in the Holy Spirit - with the evidence of speaking in other tongues.
 - 5.8 The Gifts of the Holy Spirit - for the enabling of ministry and the edification of the church, and the fruit of the Holy Spirit as the expression of Christian character in believers.
 - 5.9 The Church Universal – comprised of born-again believers of all nations and denominations under the headship of the Lord Jesus Christ.
 - 5.10 Bible Prophecy - its fulfilment in world events, heralding the climax of this age and return of the Lord Jesus Christ.
 - 5.11 A full expression of the Statement of Faith as published in the CRC Charter.
-

Membership

6. Membership

- 6.1 The Assembly has the following three types of Members:
 - 6.1.1 Partner Members
 - 6.1.2 Associate Members (Non-Voting Rights)
 - 6.1.3 Assistant Members (Non-Voting Rights)
 - 6.2 Only Partner Members are entitled to vote.
 - 6.3 If the number of Partner Members of the Assembly drops below twenty (20), the Oversight shall contact the CRC Churches International Victorian State Chairman for direction of the Assembly continuing as an independent association.
-

7. Partner Membership

The Oversight may grant Partner Membership to such persons who agree to abide by the following:

I hereby apply for Partner/Membership with voting rights at Cranbourne Christian Fellowship Centre Incorporated, and sincerely acknowledge that I:

- 7.1 **CONSTITUTION** – accept the requirements of the Constitution of CCFC Inc. and will attend Association meetings;
- 7.2 **SCRIPTURE** – acknowledge the 66-books of the Old and New Testaments as the inspired word of God. 2 Timothy 3:15-17; 2 Peter 1:20-21; Exodus 34:27;
- 7.3 **SALVATION** - Have received Jesus Christ as my personal Lord and Saviour. John 1:12-13; 3:3-8; Romans 10:9-10;
- 7.4 **WATER BAPTISM** - accept the need to be baptised in water by full immersion – subsequent to confession of faith in Jesus Christ. Acts 2:38; 8:36-37; Colossians 2:12;
- 7.5 **HOLY SPIRIT** - accept the need to be baptised with the power of the Holy Spirit accompanied by the Bible evidence of speaking in unknown tongues. Acts 1:8; 2:4;
- 7.6 **LEADERSHIP** - accept and support the Campus Eldership and their function within the Assembly. Acts 20:27-30; Hebrews 13:17;
- 7.7 **CONTRIBUTION** - will contribute my time, talents, skills and accept the principles and responsibility of stewardship regarding tithes and offerings to the Church. Malachi 3:8-10;
- 7.8 **MEMBERSHIP** - do not hold Membership in any other Church fellowship and hold a current Working With Children Check (WWCC) or accepted equivalent. I understand my Membership will be linked to the renewal of my WWCC, or accepted equivalent, and my attendance at meetings;
- 7.9 **UNITY** - will make myself available and be totally dedicated to the building of the unity of the faith. Ephesians 4:3;
- 7.10 **ATTENDANCE** - will be regular at public worship, midweek groups and accept the need to participate in the sacrament of communion and will attend as many meetings as possible where the sacrament is celebrated. Hebrews 10:25; 1 Corinthians. 11:23-26;
- 7.11 **LIFESTYLE** - understand Scripture is the measure of a Christian lifestyle, with Marriage being a lifelong monogamous relationship, legally performed between a man and a woman. Genesis 1:27-28;
- 7.12 **AGE** - have attained the age of Eighteen (18) years;
- 7.13 **APPROVAL** - have been approved by the Campus Eldership and the Oversight;
- 7.14 **DECLARATION** - desire to make CCFC Inc. my Church home, becoming voluntarily committed to the Fellowship as a regular Partner Member of **turningpoint**, upholding the Church body as listed in Ephesians 4:16.

8. Associate Membership

The Oversight may grant Associate Membership to such persons who agree to abide by the following:

I hereby apply for Associate /Membership with NO VOTING rights at Cranbourne Christian Fellowship Centre Incorporated, and sincerely acknowledge that I:

- 8.1 **CONSTITUTION** – accept the requirements of the Constitution of CCFC Inc. and will attend Association meetings;
- 8.2 **SCRIPTURE** – acknowledge the 66-books of the Old and New Testaments as the inspired word of God. 2 Timothy 3:15-17; 2 Peter 1:20-21; Exodus 34:27;
- 8.3 **SALVATION** - have received Jesus Christ as my personal Lord and Saviour. John 1:12-13; 3:3-8; Romans 10:9-10;
- 8.4 **WATER BAPTISM** - accept the need to be baptised in water by full immersion – subsequent to confession of faith in Jesus Christ. Acts 2:38; 8:36-37; Colossians 2:12;
- 8.5 **HOLY SPIRIT** - accept the need to be baptised with the power of the Holy Spirit accompanied by the Bible evidence of speaking in unknown tongues. Acts 1:8; 2:4;
- 8.6 **LEADERSHIP** - accept and support the Campus Eldership and their function within the Assembly. Acts 20:27-30; Hebrews 13:17;
- 8.7 **CONTRIBUTION** - accept the principles and responsibility of stewardship regarding tithes and offerings to the Church. Malachi 3:8-10;

- 8.8 **MEMBERSHIP** - do not hold Membership in any other Church. I understand my Membership will be reviewed each Five (5) years;
- 8.9 **UNITY** - will make myself available and be totally dedicated to the building of the unity of the faith. Ephesians 4:3;
- 8.10 **ATTENDANCE** - accept the need to participate in the sacrament of communion and will attend as many meetings as possible where the sacrament is celebrated. Hebrews 10:25; 1 Corinthians 11:23-26;
- 8.11 **AGE** - have attained the age of Twelve (12) years;
- 8.12 **APPROVAL** - have been approved by the Campus Eldership and the Oversight.
- 8.13 **DECLARATION** - I desire to make CCFC Inc. my Church home, becoming voluntarily committed to the Fellowship as an Associate Member of **turningpoint**, upholding the Church body as listed in Ephesians 4:16.

9. Assistant Membership

The Oversight may grant Assistant Membership to such persons who agree to abide by the following:

I hereby apply for Assistant/Membership with NO VOTING rights at Cranbourne Christian Fellowship Centre Incorporated, and sincerely acknowledge that I:

- 9.1 **SALVATION** - have received Jesus Christ as my personal Lord and Saviour. John 1:12-13; 3:3-8; Romans 10:9-10;
- 9.2 **LEADERSHIP** - accept and support the Campus Eldership and their function within the Assembly. Acts 20:27-30; Hebrews 13:17;
- 9.3 **WORKING** – will make myself available and be totally dedicated to the building of the unity of the faith. Ephesians 4:3;
- 9.4 **MEMBERSHIP** – understand my Membership will be reviewed each Five (5) years;
- 9.5 **AGE** - have attained the age of Twelve (12) years;
- 9.6 **APPROVAL** - have been approved by the Campus Eldership and the Oversight.

10. Application for Membership.

- 10.1 A person who was not a Member of the Assembly at the time of the Incorporation of the Assembly (or who was such a Member at the time but has ceased to be a Member) shall not be admitted to any Membership unless:
 - 10.1.1 The person applies for Membership as provided in this rule 10.
 - 10.1.2 The application as a Member is approved by the Oversight.
- 10.2 Application for Membership shall be made in writing on the approved application form after viewing the conditions.
 - 10.2.1 The approved application form for Partner Members is in Appendix 1
 - 10.2.2 The approved application form for Associate Members is in Appendix 2
 - 10.2.3 The approved application form for Assistant Members is in Appendix 3
- 10.3 Membership applications must be lodged with the Oversight who will determine, as soon as is practicable after receipt of the application, whether to approve or reject the application.
- 10.4 There shall be no entrance fee or annual subscription fee.
- 10.5 The Secretary shall enter the applicant's name in the Register of Members kept following the Member's acceptance by the Oversight into the Partner Membership or Associate Membership or Assistant Membership of the Assembly.
- 10.6 Upon acceptance of a person as a Partner Member, the Oversight shall issue a Partner Member Certificate, in the form contained in Appendix 4 and officially welcome them as a Member into the Assembly at an appropriate meeting of the Assembly.

- 10.7 Upon acceptance of a person as an Associate Member, the Oversight shall issue an Associate Member Certificate, in the form contained in Appendix 5 and officially welcome them as a Member into the Assembly at an appropriate meeting of the Assembly.
- 10.8 No Certificate or official welcome shall be afforded to an Assistant Member.
- 10.9 All Membership shall be deemed as a five (5) year membership and where applicable shall be linked to the WWCC renewal.
- 10.10 Whilst the Assembly promotes the relationship with other Churches it is improper for Members of the Assembly to offer themselves for ministry to other churches without the written commendation of the Oversight. If requested, a letter of commendation may also be issued to persons who transfer to, or are visiting, affiliated churches.
- 10.11 The Assembly recognises that the Biblical model of marriage is a life-long, monogamous legally-performed marriage between a man and a woman, in which there is constant love, continual care, mutual respect, Godly order, submission, and sexual intimacy. In such a context, children may be born and raised in an atmosphere of loving care, Godly training, and discipline. Any person in a sexual relationship outside of marriage between a man and a woman (such as adultery; de-facto relationships; homosexuality; or any other form of sexual conduct condemned by Scripture) is deemed unacceptable for Assembly membership.

11. Register of Members

The Secretary shall keep and maintain a register of members in which shall be entered the full name, address, and date of entry of the name of each member and the register shall be available for inspection by Partner Members at the Assembly Administration Office.

12. Cessation of Membership

- 12.1 The Membership of a person ceases on resignation, expulsion, failing the Membership review, or death, or in case of a Partner Membership failing to obtain or renew a WWCC.
- 12.2 Upon instruction from the Oversight, the Secretary shall mark in the Register of Members an entry recording the date on which the person ceased to be a Member.
- 12.3 A Member may, by notice in writing to the Oversight, resign from Membership of the Assembly at any time. Such resignation shall be considered by the Oversight and if it is accepted the Membership shall be considered terminated from the date of acceptance of the resignation.
- 12.4 A person is taken to have resigned if:
 - 12.4.1 The Member is a Partner Member, the Member fails to attend and vote at general meetings for 2 consecutive years without an explanation that is acceptable to the Oversight or;
 - 12.4.2 The Associate or Partner Member over a period of more than three (3) months fails to attend meetings where the sacraments are celebrated without an explanation that is acceptable to the Oversight.
- 12.5 Cessation of Membership will mean the individual cannot Vote on any motions and not hold an official or unofficial role or leadership in the Assembly
- 12.6 Cessation of Membership of the Assembly shall not prevent a person from continuing in fellowship with the Assembly and attending public meetings unless otherwise determined by the Oversight.

13. Discipline of Members

- 13.1 The Assembly may take disciplinary action against a Member if it is determined that the Member:
 - 13.1.1 has failed to comply with the basic requirements of Scripture and/or this Constitution
 - 13.1.2 has disrupted a service of worship
 - 13.1.3 has engaged in conduct that is contrary to the unity of the Assembly, including in the areas of personal morality
 - 13.1.4 has misused Assembly finances

- 13.1.5 refuses to support the doctrine of the Assembly as described in the Declaration of faith of the Assembly.
- 13.2 If the Oversight is satisfied that there are sufficient grounds for taking disciplinary action against a Member, the Oversight will appoint a disciplinary subcommittee to hear the matter and determine what action, if any, to take against the Member. The disciplinary subcommittee may be comprised of Pastors, Elders or Deacons but must not be biased against, or in favour of, the Member concerned.
- 13.3 Where the Oversight appoints a subcommittee under rule 13.2, the Secretary shall, as soon as practicable, cause to be served on the Member a notice in writing:
 - 13.3.1 stating that the Assembly proposes to take disciplinary action against the Member; and
 - 13.3.2 the grounds for the proposed disciplinary action; and
 - 13.3.3 specifying the date, place and time of the meeting at which the disciplinary subcommittee intends to consider the disciplinary action. The meeting must be held not earlier than fourteen (14) and not later than twenty-eight (28) days after service of the notice;
 - 13.3.4 advising the Member that he may do one or both of the following:
 - 13.3.4.1 attend the disciplinary meeting and address the disciplinary subcommittee at that meeting;
 - 13.3.4.2 give a written statement to the disciplinary subcommittee at any time before the disciplinary meeting; and
- 13.4 At a meeting of the subcommittee held in accordance with rule 13.2 and rule 13.3, the subcommittee:
 - 13.4.1 shall give to the Member an opportunity to be heard;
 - 13.4.2 shall give due consideration to any written statement submitted by the Member; and
 - 13.4.3 by resolution may, subject to rule 13.4.4:
 - 13.4.3.1 take no further action against the Member; or
 - 13.4.3.2 require the Member to resign from any areas of leadership, responsibility and any position held in the Assembly
 - 13.4.3.3 ask the Member to publicly apologise to Members for his or her behaviour
 - 13.4.3.4 require the member to cease to attend any of the Assembly meetings.
 - 13.4.3.5 expel the Member; or
 - 13.4.3.6 suspend the Member for a specified period.
 - 13.4.4 may not fine the Member.

14. Disputes between Members

- 14.1 All disputes between Members should be resolved on the basis of the following Scriptures - Matthew 18:15-20; Matthew 5:23-26; Galatians 6:1-5.
- 14.2 The procedure set out in this rule applies to disputes between:
 - 14.2.1 a Member and another Member;
 - 14.2.2 a Member and the Oversight; or
 - 14.2.3 a Member and the Assembly.
- 14.3 Any disputes shall be settled, if possible, between those concerned. If this fails, then an impartial mediator, acceptable to those involved, may be called to help the parties resolve their dispute. In the absence of agreement by the parties to choose a mediator, the Oversight shall appoint a mediator. Where the dispute is between a Member and the Oversight, the mediator shall be appointed by the State Chairman. The Mediator cannot be a Member who is a party to the dispute.

- 14.4 The mediator, in conducting the mediation, must:
- 14.4.1 give the parties to the mediation process every opportunity to be heard; and
 - 14.4.2 allow due consideration by all parties of any written statement submitted by any party; and
 - 14.4.3 ensure that natural justice is accorded to the parties to the dispute throughout the mediation process.
- 14.5 If the Members concerned fail to resolve the dispute by mediation, then the matter shall be discussed before the Oversight or, where the Oversight is a party to the dispute, the State Chairman, whose decision shall be final and binding on the disputants, save and except any legal rights or obligations at law.
-

Meetings

15. Annual General Meeting

- 15.1 The Assembly shall in each calendar year, or not exceeding five (5) months from the end of the Assembly's Financial Year, convene an Annual General Meeting of its Partner Members.
- 15.2 Other Members and adherents may be present if they so desire without voting rights.
- 15.3 The Annual General Meeting shall be held on such day as the Oversight determines.
- 15.4 The Business of the Annual General Meeting shall be:
- 15.4.1 To confirm the minutes of the previous Annual General Meeting and any other Special General Meetings held since the last Annual General Meeting.
 - 15.4.2 To receive and consider financial statements of the Assembly for the previous Financial Year prepared in accordance with rule 30.12.
 - 15.4.3 To receive reports from the Pastor/s and other Officers in the Assembly on the activities of the past year.
 - 15.4.4 To advise Members of appointments to office/s for the ensuing year/s.
 - 15.4.5 To supply information relative to formal questions that may be raised by any Partner Member, such questions being submitted in writing to the Oversight at least three (3) weeks prior to the date of the Annual General Meeting.
 - 15.4.6 To transact any other business of the Association which is not in conflict with this Constitution and has been approved by the Oversight.
- 15.5 An agenda is to be made available to all members one (1) week prior to the Annual General Meeting.
-

16. Special General Meetings

- 16.1 In addition to the Annual General Meeting, other Special General Meetings may be convened in accordance with this Constitution if the calling of such a meeting is considered necessary by the Oversight.
- 16.2 Any meetings of Partner Members other than the Annual General Meeting shall be called a Special General Meeting.
- 16.3 An agenda is to be made available to all members one (1) week prior to the Special General Meeting.
-

17. Notice of Meetings

- 17.1 Formal notice shall be given in writing (via the Assembly's newsletter or equivalent) regarding the Annual General Meeting or a Special General Meeting at least two (2) weeks prior to the scheduled date of the meeting.
- 17.2 The notice, whether contained in the Assembly's newsletter or separately, must be sent to each Partner Member at the address physically or electronically listed in the Register of Members.

17.3 Such notice shall state the date, time, place, and nature of the meeting.

18. Voting at Meetings

- 18.1 While it is felt consistent with the Scripture that there should be total unity in the passing of resolutions and in appointments to Office, for the purpose of this Constitution and unless otherwise stated, it shall be deemed sufficient that TWO-THIRDS of the Partner Members present and eligible to vote at the meeting concerned shall be agreed.
 - 18.2 Only currently registered Partner Members of the Assembly shall be eligible to vote at a meeting of the Assembly.
 - 18.3 No Partner Member shall be entitled to appoint a proxy to vote on his behalf at a Meeting of the Assembly.
 - 18.4 Voting on withdrawal from the CRC shall comply with rule 37 and 38 respectively.
 - 18.5 A QUORUM for all Meetings in the Assembly shall be a minimum 10% of Partner Members of that Committee.
 - 18.6 The Senior Pastor or his delegate has authority to act as Chairman of all Assembly meetings.
 - 18.7 All Assembly business meetings must be conducted according to standard meeting procedures, with a prepared agenda, minutes, and attendances recorded.
-

Officers and the Oversight

19. Officers of the Assembly

- 19.1 The Officers of the Assembly are all of the following:
 - 19.1.1 The Senior Pastor.
 - 19.1.2 Assembly-recognised Associate Pastor/s or Assistant Pastor/s.
 - 19.1.3 The Elders.
 - 19.1.4 The Deacons.
 - 19.1.5 The Secretary.
 - 19.1.6 Members of the Finance Committee.
 - 19.2 To be eligible for appointment as an Officer, a person must:
 - 19.2.1 be a Partner Member;
 - 19.2.2 reflect a stable and mature Christian lifestyle as outlined in 2 Tim 3:2-6;
 - 19.2.3 hold to the Biblical view of the marriage covenant in accordance with rules 10.11. Eph 5:31.
-

20. Appointment and Removal of Officers

- 20.1 Appointments of Officers are made by the Oversight, taking into account rule 19.2
- 20.2 An office becomes vacant in any of the following circumstances:
 - 20.2.1 The Officer resigns his or her office by notice in writing to the Oversight. The office will be considered vacant from the date of receipt of such notice unless otherwise determined by the Oversight.
 - 20.2.2 The Officer ceases to be a Member.
 - 20.2.3 The Officer dies.
 - 20.2.4 The Officer is removed from office by the Oversight. An Officer may be removed when the Oversight determines that the Officer has:
 - 20.2.4.1 violated the requirements of Scripture
 - 20.2.4.2 violated this Constitution
 - 20.2.4.3 not performed adequately in their role.

- 20.2.5 The Officer, where the Officer is the Secretary;
 - 20.2.5.1 Becomes insolvent under administration.
 - 20.2.5.2 Ceases to reside in Australia.
 - 20.3 Where a vacancy in any Office occurs, the Oversight may, if they choose, appoint another Partner Member to that Office.
-

21. Senior Pastor

- 21.1 The position of Senior Pastor of the Assembly shall be in recognition of his ministerial gift, initiative, and teaching. His appointment as Senior Pastor of the Assembly will be by agreement with the Oversight and the State Chairman.
 - 21.2 A Partner Member appointed as Senior Pastor must hold a Minister's Credential of the CRC; have a Ministry Gift in accordance with Ephesians 4:11; have the spiritual and Scriptural qualifications of an Elder; and reflect a stable and mature Christian lifestyle.
 - 21.3 The Senior Pastor shall, in conjunction with the Oversight, exercise leadership and discipline, preserve sound doctrine.
 - 21.4 The Senior Pastor shall be Chairman of the Oversight, and all other committees within the Assembly unless he determines otherwise.
 - 21.5 The Senior Pastor shall have the same voting rights as each Oversight member, and in addition shall have a casting vote if required, unless he is personally involved or has a conflict of interest.
 - 21.6 The Senior Pastor may be dismissed from Office in accordance with rules 12, 13, 28.13, 28.14 and 28.15.
 - 21.7 If for any reason the Senior Pastor's credential is suspended or revoked by the CRC, then the Senior Pastor shall immediately cease to hold any office in the Assembly.
 - 21.8 If the position of Senior Pastor becomes vacant, then the remaining members of the Oversight shall appoint an acting Chairman from their members who shall function as a Chairman in order to continue the normal business affairs of the Assembly.
 - 21.9 The Oversight shall liaise immediately with the State Chairman regarding the appointment of a new Senior Pastor to the position.
 - 21.10 The State Chairman in conjunction with the Oversight may appoint a Credentialed Pastor on an interim basis as the Senior Pastor who may not be a Partner Member until such time as a permanent appointment is made.
-

22. Associate/Assistant Pastor(s)

- 22.1 The Oversight may appoint Partner Members to the Office of Associate or Assistant Pastors within the Assembly as required for the effective functioning of the Assembly.
 - 22.2 An Associate or Assistant Pastor shall hold a Ministry Credential acceptable to the Oversight; have a Ministry Gift in accordance with Ephesians 4:11, have the Scriptural qualifications of an Elder, and reflect a stable, mature Christian lifestyle.
 - 22.3 An Associate or Assistant Pastor/s shall assist the Senior Pastor with the Campus Pastor/s and the Campus Elders are to exercise leadership and discipline, preserve sound doctrine, teach, minister to the sick, and assist to implement the spiritual programme and vision of the Campuses and the Assembly.
 - 22.4 An Associate or Assistant Pastor may be dismissed from Office in accordance with rules 12, 13, 28.13, 28.14 and 28.15.
 - 22.5 An Associate or Assistant Pastor may resign in writing from his position in the Assembly in accordance with the terms of their appointment.
-

23. Elders

- 23.1 The Oversight may appoint Partner Members as Campus Elders from nominations received from time to time via the Campus Eldership once they are confirmed by the Campus.

- 23.2 An appointment to the office of Elder is for a maximum of two (2) years. An Elder may be reappointed at the end of an appointment and there is no limit to the number of times an Elder may be reappointed.
- 23.3 Any Partner Member appointed as an Elder must have the Scriptural qualifications of Elders defined in 1 Timothy 3:1-7; Titus 1:5-16 and 1 Peter 5:1-9. They must reflect a stable and mature Christian lifestyle, have ability to give mature counsel and take care of the members of the Assembly and show integrity, loyalty, and commitment to the Assembly.
- 23.4 An appointed Elder will work within the Campus that he is appointed to serve.
- 23.5 A Partner Member may be recommended to become an Elder by the existing Campus Eldership, then nominated by the Oversight. The Elder nomination will be put before the Campus to be endorsed by the Campus to become an Elder of the Campus and join the Campus Eldership.
- 23.6 The Campus shall be given a minimum of fourteen 14 days for the Campus to respond to and endorse or reject the Partner Member's appointment as an Elder.
- 23.7 An Elder may be dismissed from Office in accordance with rules 12 and 13.
-

24. Deacons

- 24.1 Deacons can be appointed to work within an individual Campus.
- 24.2 Deacons shall be nominated by Partner Members of a particular Campus, as deemed necessary.
- 24.3 A Partner Member nominated to the Office of Deacon must have the Scriptural qualifications as defined in Acts 6:1-4, and 1 Timothy 3:8-13, and reflect a stable and mature Christian lifestyle.
- 24.4 All Deacons shall be required to work in conjunction with the Campus Eldership by devoting themselves to the service of the Campus in facilitating the conduct of the meetings. They are to care for the immediate needs of the Campus and its people and ensure the smooth running of the various activities of the Campus.
- 24.5 An election to the office of Deacon is for two (2) years, and shall be reviewed, confirmed, and appointed by the Oversight and commissioned at a Campus meeting by the Campus Eldership.
- 24.6 A Deacon may be reappointed at the end of an appointment and there is no limit to the number of times a Deacon may be reappointed.
- 24.7 A Deacon may be dismissed from Office in accordance with rules 12 and 13.
-

25. Secretary

- 25.1 The Oversight shall appoint a suitable and capable Partner Member as Secretary.
- 25.2 The appointment to office of Secretary shall be reviewed and confirmed annually by the Oversight. Where the office of Secretary becomes vacant, the Oversight must appoint a new Secretary within 14 days. If the Oversight is unable to fill the position within 14 days, the Oversight must appoint a person to temporarily fill the position until the Oversight can appoint a Secretary.
- 25.3 The Secretary shall notify the Registrar of his appointment and any change of address within 14 days of such appointment or change.
- 25.4 The Secretary must:
- 25.4.1 notify the Registrar of any alterations to the Constitution within the timeframe set by the Act.
 - 25.4.2 keep minutes of the resolutions and proceedings of each General/Special Meeting, Oversight and Finance Committee meeting in an Official Assembly file, together with the names of members present at all meetings.
 - 25.4.3 produce any book or reveal its location to the Registrar or his authorised Officer immediately he is requested to do so.

- 25.4.4 not hinder or obstruct the Registrar whilst the Registrar is exercising any power in accordance with the Act.
 - 25.4.5 maintain an up-to-date Register of Members.
 - 25.4.6 perform any other duty or function imposed on the Secretary by the Act or this Constitution.
-

26. Treasurer

- 26.1 The Oversight shall appoint a suitable and capable Partner Member as Treasurer of the Assembly.
 - 26.2 The Treasurer shall:
 - 26.2.1 be responsible for the collection and receipt of all monies paid, given or due to the Assembly, and make all authorised payments for the Assembly.
 - 26.2.2 regularly maintain correct records showing the current financial affairs of the Assembly with full details of all receipts and expenditure.
 - 26.2.3 prepare and submit a full Financial Statement of Income and Expenditure to the Oversight and Finance Committee for their defined meetings.
 - 26.2.4 organise for the Assembly Financial Records to be properly audited each year.
 - 26.2.5 prepare a full Financial Statement of Income and Expenditure and a list of Assets and Liabilities as at 31st December each year.
 - 26.2.6 coordinate the preparation of the financial statements of the Assembly and their certification prior to their submission to the Annual General Meeting of the Assembly.
 - 26.3 The Office of Treasurer shall be reviewed and confirmed annually by the Oversight.
 - 26.4 The Financial records shall be available for inspection by Partner Members of the Assembly by appointment only.
-

27. Disputes between Officers

- 27.1 All disputes between Officers should be resolved between the Officers concerned on the basis of the following Scriptures: Matthew 18:15-20; 5:23-26; Galatians 6:1-3.
 - 27.2 If those concerned fail to resolve the dispute: in the case of Elders, then the matter shall be discussed before the Oversight with right of referral to the State Chairman. The State Chairman shall assist the Oversight to make a final decision in matters relevant to the dispute, save and except any legal rights or obligations at law.
-

28. Oversight of the Assembly

- 28.1 The Oversight shall be composed of the following:
 - 28.1.1 The Senior Pastor.
 - 28.1.2 Other selected Deacons, Elders, Pastors, and Finance Committee Members, as appointed by the existing Oversight from time to time.
- 28.2 The Oversight shall be responsible for the management of the affairs of the Assembly.
- 28.3 The Oversight shall consist of a minimum of five (5) Officers, appointed in accordance with rules 21, 22 and 23. If the number of the Officers on the Oversight drops below five (5), the Oversight must contact the State Chairman who will have the right to fill all vacancies of the Oversight with CRC-credentialed pastors, who do not have to be Partner Members, in order to maintain the minimum number.
- 28.4 The Oversight has all such powers and duties as are necessary for the proper management and governance of the Assembly as set out in the Act.
- 28.5 The Oversight shall meet as often as necessary to manage the affairs of the Assembly and in any case, at least six (6) times a year.

- 28.6 The Chairman of the Oversight shall be the Senior Pastor unless determined otherwise by the Senior Pastor.
- 28.7 The Oversight shall have power to employ or appoint such personnel as may be required to handle the affairs of the Assembly. In any such employment or appointment, the terms and conditions of remuneration and relevant allowances if any shall be clearly determined and documented.
- 28.8 The Oversight shall be responsible for complying with all relevant Statutory Authorities having jurisdiction over the employment and administration of personnel.
- 28.9 The Oversight shall exercise leadership of the Assembly.
- 28.10 The Oversight shall give direction and formulation of policy to the Finance Committee in regard to the management of property and monies and all secular business in the Assembly.
- 28.11 The Oversight shall formulate policy for the Campus/s, Campus Pastor/s, Campus Elderships, Campus Deacons and the Finance Committee.
- 28.12 Subject to rules 28.13, 28.14, and 28.15, the Oversight shall have the authority in accordance with the terms of this Constitution, to terminate the position of any person holding office within the Assembly.
- 28.13 The Oversight may terminate the office of any Elder or Pastor in the Assembly in the following circumstances:
- 28.13.1 The Elder or Pastor retires or resigns.
 - 28.13.2 The Elder or Pastor forfeits his credential.
 - 28.13.3 His Membership or credential is revoked or suspended.
 - 28.13.4 In the opinion of the Oversight, by reason of ill-health or non-observance of the objects and principles of the Assembly, that person is unfit or unsuitable to act as an Elder or Pastor in the Assembly.
 - 28.13.5 In the case of the Senior Pastor, the Oversight, in conjunction with the State Chairman, by reason of ill health or non-observance of the objects and principles of the Assembly, that person is unfit or unsuitable to act as the Senior Pastor in the Assembly.
- 28.14 While the Oversight comes to a decision about the Elder or Pastor's position, the Elder or Pastor will be asked to stand down from duties, but may be remunerated as directed by the Oversight.
- 28.15 Furthermore, if after a reasonable passage of time, the Oversight is unable to reach an agreement concerning an Elder or Pastor's dismissal or reinstalment, then the Oversight may call upon the State Chairman to help. If still no clear agreement is concluded, then the Oversight may call upon the National Chairman of the CRC, or its representatives, to decide the matter and the National Chairman's decision will be final, save and except any legal rights or obligations at law.

29. Conflict of Interest

- 29.1 A Member who has a material interest in a matter being considered at a meeting must disclose the nature and extent of that interest.
- 29.2 That Member:
- 29.2.1 Must not be present while the matter is being considered.
 - 29.2.2 Must not vote on the matter.
- 29.3 This rule does not apply to a material personal interest:
- 29.3.1 that exists only because the Member belongs to a class of persons for whose benefit the Association is established; or
 - 29.3.2 that the member has in common with all, or a substantial proportion of, the Members of the Association.

30. Finance Committee

- 30.1 The Oversight shall have power to appoint a Finance Committee to assist in the management of the Assembly's Financial Affairs.
- 30.2 A properly convened meeting of the Finance Committee shall have a quorum of no less than one half their numbers.
- 30.3 The Finance Committee shall meet a minimum of five (5) meetings for the year.
- 30.4 Partner Members appointed to the Finance Committee shall be persons who are scripturally and naturally qualified for the position who have acquired a reasonable degree of business acumen and who attend Assembly meetings regularly.
- 30.5 The Finance Committee shall be appointed annually by the Oversight and confirmed at the Annual General Meeting.
- 30.6 Should a vacancy occur on the Finance Committee the Oversight may deem the position to be non-vacant or appoint another Partner Member to the position who shall continue until the Annual review of Officers by the Oversight.
- 30.7 The Chairman of the Finance Committee shall be the Senior Pastor unless he nominates another Committee member to be Chairman.
- 30.8 At selected meetings of the Finance Committee a Statement of Income and Expenditure for the previous period shall be presented by the Treasurer for consideration and acceptance by the Finance Committee and will also make the same or a summary available to the Oversight for their consideration.
- 30.9 The Finance Committee may make recommendations to the Oversight regarding the Assembly's Financial Affairs and will recognise recommendations and direction from the Oversight.
- 30.10 The Finance Committee will have the power to set spending levels appropriate to the normal running of the Assembly to be confirmed by the Oversight.
- 30.11 The Finance Committee will have the power to function under the Oversight's direction and shall have all power to arrange property and asset ownership in the name of the Assembly, or in a company, or institution for the sole purpose and benefit of the Assembly and may 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).
- 30.12 For each financial year, the Finance Committee must ensure that the requirements under the Act relating to financial statements are met. This includes, but may not be limited to:
 - 30.12.1 the preparation of financial statements
 - 30.12.2 if required, the review or auditing of the financial statements
 - 30.12.3 the certification of the financial statements by the Oversight
 - 30.12.4 the submission of the financial statements to the Annual General Meeting
 - 30.12.5 the lodgement with the Registrar of the financial statements and accompanying reports, certificates and fee.

Administration

31. By-Laws

The Oversight may from time to time make by-laws not inconsistent with this Constitution and may alter, amend, or rescind those by-laws as it deems fit. The Secretary shall enter all by-laws in a book kept for this purpose.

32. Finance of the Assembly

- 32.1 The Assembly shall be financed by the tithes, offerings, and gifts of its Members and supporters, conducting fundraising and normal business arrangements and source borrowing or investing in any sum or sums of money/s in the name of the Assembly for such times and at such interest rates as the Oversight and/or the Finance Committee may deem fit. Any sum or sums of money borrowed for purposes relevant to the objectives of the Assembly may be secured by mortgage charge or pledge or any other means deemed appropriate of the assets

- of the Assembly, or company, or institution for the sole purpose and benefit of the Assembly as the Oversight may deem fit.
- 32.2 All money received by the Assembly must be deposited as soon as practicable and without deduction, to the credit of an Assembly's financial account.
- 32.3 The Assembly must, as soon as practicable after receiving any money, issue an appropriate receipt. In the case of tithes and offerings, the monies shall be counted by two persons appointed by the Finance Committee, the amounts entered onto the weekly income sheet, and signed.
- 32.4 Wherever possible, all accounts rendered on the Assembly shall be paid by cheque, bills of exchange, promissory notes, electronic transfer, other negotiable instruments given by the Assembly shall be signed or coded by any two appointed Member representatives, and where possible, with the Senior Pastor or Association Secretary, or their appointed representative being a principal signatory, their names having been approved by the Finance Committee and endorsed by the Oversight and registered with the financial institution as signatories to the Assembly's Account/s. No signatory shall authorise a payment made out to his favour.
- 32.5 The Oversight in its absolute discretion shall appoint and rescind any Member as a signatory, password holder, or 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 trust of all kinds in facilitating the working of the objects of the Assembly.
-

33. Property & Asset Ownership

- 33.1 The Assembly, through the Oversight, shall have all power of property and asset ownership in the name of the Assembly, or in a company, or institution for the sole purpose and benefit of the Assembly and may 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). The Oversight shall deal with the same as fully and effectively as a private person may do.
- 33.2 The Oversight shall have authority and power to make rules and regulations consistent with this Constitution for the administration, management, provision and disposal of all monies, revenues, legacies, donations, and documents of every description received by or under the control of the Assembly or any Officer of the Assembly.
- 33.3 If, in the event of the winding up or dissolution of the Assembly, after the satisfaction of all its debts and liabilities, there remain any property or funds whatsoever, the same shall not be paid to, or distributed among the Members or Officers. They shall be transferred or donated to another Assembly or Assemblies of the CRC or some other similar organisation nominated by the State Chairman and to satisfy the purposes of any Commonwealth Taxation Act or any other government requirements from time to time. This is to occur after consultation with those persons who were members of the Oversight immediately prior to the dissolution or winding-up.
- 33.4 If, in the event of the winding up or dissolution of the Assembly, the State Chairman is unable to find an Assembly or Assemblies of the CRC or some other similar organisation that can manage and give leadership to any or all the remaining departments or daughter institutions, then the remaining departments or daughter institutions shall have first right of purchase of any and all remaining assets they deem required for the continued running of the department or daughter institution at the then agreed value between the remaining departments or daughter institutions and the State Chairman and persons who were members of the Oversight immediately prior to the dissolution or winding-up with all cleared funds being transferred to the CRC.
- 33.5 The liability of a Member of the Assembly to contribute toward the payment of the debts and liabilities of the Assembly, or the costs, charges and expenses of the winding-up of the Assembly is limited. It is limited to the amount, if any, unpaid by the member in respect of any fees or charges owing to the Assembly by that member.
- 33.6 Members of the Oversight, Staff members and any other Officers or employees of the Assembly 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 Assembly in which judgment 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 Assembly may enter into such contracts of insurance in respect of such liability as are permitted by law.

34. Assembly Departments, Daughter Institutions and Committees

- 34.1 The Oversight shall have power to set up and direct the operation of such departments, daughter institutions, companies, associations, committees or any other groups or entities, as it considers necessary and to appoint one or more Members to be leader/s or director of such departments, daughter institutions, committees or any other groups or entities.
 - 34.2 A leader or director of a department, daughter institutions, committee or any other groups or entities of the Assembly must be a Member of the Assembly.
 - 34.3 All appointments shall be reviewed and confirmed annually by the Oversight.
 - 34.4 A leader shall be responsible to the Oversight and his appointment may be terminated in accordance with rules 12 and 20 of this Constitution.
 - 34.5 The Assembly acknowledges that the Cranbourne Family Support Centre (CFSC) trading as 'turningpoint Support Centre' is a registered public benevolent institution operating as a department of the Assembly established to facilitate welfare and support for the Assembly and the larger community with tax deductible status.
 - 34.6 The Assembly acknowledges that the Cranbourne School of Ministry (CSM) Trading as 'turningpoint School of Ministry' is a registered training institution with tax deductible status for the building fund operating as a department of the Assembly to facilitate the training requirement of the Assembly and the wider community.
 - 34.7 The Assembly acknowledges that Christian Outreach Mission Enterprise (COME) is a department of the Assembly set up to assist in the area of missions as directed by the Oversight.
 - 34.8 The Assembly acknowledges that Lighthouse Christian College Cranbourne Inc. (LCCC) is a registered academic school operating as a daughter institution of the Assembly set up to deliver Christian education as directed by the Oversight and the appointed Oversight of the Lighthouse Christian College Cranbourne Inc.
 - 34.9 The Assembly acknowledges that TPoint Care Inc. and turningpoint Child Care Inc. and turningpoint Christian College Inc. and Chatman Pty Ltd are daughter institution of the Assembly.
 - 34.10 The Assembly may establish from time to time any other groups or entities that may from time to time be associated with other groups or entities for the purpose of furthering the Assemblies' objectives whether private or governmental in Australia or abroad.
-

35. Custody of Records

- 35.1 The custody of all Assembly records, books, documents, and securities, unless otherwise provided in this Constitution, shall be under the control of the Oversight and kept at the Assembly administration centre.
 - 35.2 Partner Members may inspect the records and books of the Assembly by arrangement with the Oversight, but always with the Senior Pastor's approval.
 - 35.3 The CRC may inspect the records and books of the Assembly by arrangement with the Oversight, but always with the Senior Pastor's approval.
-

36. Common Seal

- 36.1 The Assembly shall have a Common Seal, which shall be kept at the Assembly administration centre.
- 36.2 The Common Seal shall not be affixed to any deed or instrument except by unanimous resolution of the Oversight, and the affixing of the Common Seal shall be attested by the signatures of the Senior Pastor and one (1) other member of the Oversight.
- 36.3 Upon the production of a signed minute from a properly convened meeting of the Oversight authorising the execution of any deed or instrument, the Senior Pastor and those authorised to

do so, shall comply therewith and affix the Common Seal in accordance with rule 36.2 of this Constitution.

37. Affiliation with CRC State Fellowship

- 37.1 The Assembly shall be affiliated with the CRC Churches, which is an association of self-governing local churches in Australia and abide by the CRC Churches guidelines.
- 37.2 The Assembly accepts the Charter of the CRC and Constitution of the CRC in the State of Victoria provided that no clause, amendment, alteration, or addition thereto conflicts with this Constitution. It also accepts that, to be affiliated with the CRC, this Constitution must be acceptable by the Victorian State Executive.
- 37.3 In the event of the Assembly severing its affiliation with the CRC, the Assembly shall not use the name CRC Churches International, CRC, or the words Crusade, Crusade Centre, or the Crusade Logo, in its name or literature.
- 37.4 The Assembly shall maintain affiliation with the CRC unless all the following requirements are met:
 - 37.4.1 The Oversight of the Assembly, having met with the State Chairman to resolve or confirm matters, has subsequently voted unanimously for such withdrawal.
 - 37.4.2 The Oversight in conjunction with the State Chairman will resolve any unpaid dues, funds, donations and bequests given or held that were directed solely for CRC churches and arrange the amount, if any, to be actioned before the new constitution can be accepted.
 - 37.4.3 A properly convened General Meeting of the Members of the Assembly has been called to discuss the proposed withdrawal.
 - 37.4.4 A formal notice be sent to each Partner Member at the address listed in the Register of members regarding the nature, date, time, and place of such meeting at least four (4) weeks prior to the scheduled date of the meeting.
 - 37.4.5 Notification of the nature, date, time, and place of such meeting has been given in writing by the Oversight to the State Chairman at least eight (8) weeks prior to the scheduled date of the meeting, so that representatives of the State Chairman may attend and address the meeting.
 - 37.4.6 At such a meeting, a four-fifths (4/5) majority of the currently registered Partner Members of the Assembly present at a properly convened meeting must be in agreement with any motion to withdraw from the CRC.

38. Alterations to Constitution and Objectives

- 38.1 All Proposed changes to this constitution shall be approved by the Oversight and endorsed by the State Chairman to verify that the proposed changes are consistent with the stated vision, values, ethos and operational procedures of the Assembly and the CRC.
- 38.2 Subject to rule 38.1, this Constitution and its Objectives may only be altered by the decision of a Special General Meeting of the Assembly.
- 38.3 Notice of the proposed alteration shall be given in writing to the State Chairman at least eight (8) weeks prior to such meeting called for this purpose.
- 38.4 Notice of the proposed alterations shall be given in writing to all Members of the Assembly at least four (4) weeks prior to any meeting called for this purpose.
- 38.5 The notice shall state the date, time, and place of such a meeting and be sent to each Partner Member at the address listed in the Register of Members.
- 38.6 Any alterations to this Constitution must be agreed to by a four-fifths (4/5) majority of the Partner Members of the Assembly present and eligible to vote at the meeting for this purpose.
- 38.7 At such a meeting the new constitution is to be confirmed and satisfying rules 37 and 38.

Appendix 1: Application for Partner Membership

The Oversight
CRANBOURNE CHRISTIAN FELLOWSHIP
CENTRE Incorporated
Trading as **turningpoint** Church
1785 South Gippsland Hwy Cranbourne.
PO Box 5422
CRANBOURNE VIC 3977

I hereby apply for Partner /Membership with voting rights at Cranbourne Christian Fellowship Centre Incorporated, and sincerely acknowledge that I:

- 1. CONSTITUTION** – accept the requirements of the Constitution of CCFC Inc. and will attend Association meetings;
- 2. SCRIPTURE** – acknowledge the 66-books of the Old and New Testaments is the inspired word of God. 2 Timothy 3:15-17; 2 Peter 1:20-21; Exodus 34:27;
- 3. SALVATION** - have received Jesus Christ as my personal Lord and Saviour. John 1:12-13; 3:3-8; Romans 10:9-10;
- 4. WATER BAPTISM** - accept the need to be baptised in water by full immersion – subsequent to confession of faith in Jesus Christ. Acts 2:38; 8:36-37; Colossians 2:12;
- 5. HOLY SPIRIT** - accept the need to be baptised with the power of the Holy Spirit accompanied by the Bible evidence of speaking in unknown tongues. Acts 1:8; 2:4;
- 6. LEADERSHIP** - accept and support the Campus Eldership and their function within the Assembly. Acts 20:27-30; Hebrews 13:17;
- 7. CONTRIBUTION** - will contribute my time, talents, and skills and accept the principles and responsibility of stewardship regarding tithes and offerings to the Church. Malachi 3:8-10;
- 8. MEMBERSHIP** - do not hold Membership in any other Church fellowship and hold a current Working With Children Check (WWCC) or accepted equivalent. I understand my Membership will be linked to the renewal of my WWCC or accepted equivalent and my attendance at meetings;
- 9. UNITY** - will make myself available and be totally dedicated to the building of the unity of the faith. Ephesians 4:3;
- 10. ATTENDANCE** - will be regular at public worship, midweek groups and accept the need to participate in the sacrament of communion and will attend as many meetings as possible where the sacrament is celebrated. Hebrews 10:25; 1 Corinthians. 11:23-26;
- 11. LIFESTYLE** - understand Scripture is the measure of a Christian lifestyle, with Marriage being a lifelong monogamous relationship, legally performed between a man and a woman. Genesis 1:27-28;

- 12. AGE** - have attained the age of Eighteen (18) years;
- 13. APPROVAL** - have been approved by the Campus Eldership and the Oversight.
- 14. DECLARATION** - I desire to make CCFC Inc. my Church home, becoming voluntarily committed to the Fellowship as a regular Partner Member of **turningpoint**, upholding the Church body as listed in Ephesians 4:16.

First Name: _____

Middle Name/s: _____

Surname: _____

Address: _____

Suburb: _____

Postcode: _____ **Date of Birth:** __ / __ / ____

Phone: _____ **Mobile:** _____

Email: _____

I have read and understood the conditions of Partner Membership, and hereby make my application to CCFC Inc.

I understand that my application will be held and considered by the Oversight of CCFC Inc., and that I will be notified as soon as possible as to whether or not my application is successful.

I understand that upon acceptance I will then be notified, and at a public meeting be recognised as a Partner Member during a **turningpoint** Church service.

Signed: _____

Date Applied: __ / __ / ____

I understand that my application for **Partner Membership** will be considered by the Oversight as soon as possible and I will be advised thereafter of their decision.

Appendix 2: Application for Associate Membership

The Oversight
CRANBOURNE CHRISTIAN FELLOWSHIP
CENTRE Incorporated
Trading as **turningpoint** Church.
1785 South Gippsland Hwy Cranbourne
PO Box 5422
CRANBOURNE VIC 3977

The Oversight may grant Associate Membership to such persons who agree to abide by the following:
I hereby apply for Associate /Membership with NO VOTING rights at Cranbourne Christian Fellowship Centre Incorporated, and sincerely acknowledge that I:

- 1. CONSTITUTION** – accept the requirements of the Constitution of CCFC Inc. and will attend Association meetings;
- 2. SCRIPTURE** – acknowledge the 66-books of the Old and New Testaments is the inspired word of God. 2 Timothy 3:15-17; 2 Peter 1:20-21; Exodus 34:27;
- 3. SALVATION** - have received Jesus Christ as my personal Lord and Saviour. John 1:12-13; 3:3-8; Romans 10:9-10;
- 4. WATER BAPTISM** - accept the need to be baptised in water by full immersion – subsequent to confession of faith in Jesus Christ. Acts 2:38; 8:36-37; Colossians 2:12;
- 5. HOLY SPIRIT** - accept the need to be baptised with the power of the Holy Spirit accompanied by the Bible evidence of speaking in unknown tongues. Acts 1:8; 2:4;
- 6. LEADERSHIP** - accept and support the Campus Eldership and their function within the Assembly. Acts 20:27-30; Hebrews 13:17;
- 7. CONTRIBUTION** - accept the principles and responsibility of stewardship regarding tithes and offerings to the Church. Malachi 3:8-10;
- 8. MEMBERSHIP** - do not hold Membership in any other Church. I understand my Membership will be reviewed each Five (5) years;
- 9. UNITY** - will make myself available and be totally dedicated to the building of the unity of the faith. Ephesians 4:3;
- 10. ATTENDANCE** - accept the need to participate in the sacrament of communion and will attend as many meetings as possible where the sacrament is celebrated. Hebrews 10:25; 1 Corinthians. 11:23-26;
- 11. AGE** - have attained the age of Twelve (12) years;
- 12. APPROVAL** - have been approved by the Campus Eldership and the Oversight.

13. DECLARATION - I desire to make CCFC Inc. my Church home, becoming voluntarily committed to the Fellowship as an Associate Member of **turningpoint**, upholding the Church body as listed in Ephesians 4:16

First Name: _____

Middle Name/s: _____

Surname: _____

Address: _____

Suburb: _____

Postcode: _____ **Date of Birth:** __/__/____

Phone: _____ **Mobile:** _____

Email: _____

I have read and understood the conditions of Associate Membership, and hereby make my application to CCFC Inc.

I understand that my application will be held and considered by the Oversight of CCFC Inc., and that I will be notified as soon as possible as to whether or not my application is successful.

I understand that upon acceptance I will then be notified, and at a public meeting be recognised as an Associate Member during a **turningpoint** Church service.

Signed: _____

Date Applied: __/__/____

I understand that my application for **Associate Membership** will be considered by the Oversight as soon as possible and I will be advised thereafter of their decision recognising that in accordance with the Act this Membership gives me no legal voting rights in the Assembly.

Appendix 3: Application for Assistant Membership

The Oversight
CRANBOURNE CHRISTIAN FELLOWSHIP
CENTRE Incorporated
Trading as **turningpoint** Church.
1785 South Gippsland Hwy Cranbourne
PO Box 5422
CRANBOURNE VIC 3977

The Oversight may grant Assistant Membership to such persons who agree to abide by the following:

I hereby apply for Assistant /Membership with NO VOTING rights at Cranbourne Christian Fellowship Centre Incorporated, and sincerely acknowledge that I:

1. **SALVATION** - have received Jesus Christ as my personal Lord and Saviour. John 1:12-13; 3:3-8; Romans 10:9-10;
2. **LEADERSHIP** - accept and support the Campus Eldership and their function within the Assembly. Acts 20:27-30; Hebrews 13:17;
3. **WORKING** – will make myself available and be totally dedicated to the building of the unity of the faith. Ephesians 4:3;
4. **MEMBERSHIP** – understand my Membership will be reviewed each Five (5) years;
5. **AGE** - have attained the age of Twelve (12) years;
6. **APPROVAL** - have been approved by the Campus Eldership and the Oversight.

First Name: _____

Middle Name/s: _____

Surname: _____

Address: _____

Suburb: _____

Postcode: _____ **Date of Birth:** _ / _ / _

Phone: _____ **Mobile:** _____

Email: _____

I have read and understood the conditions of Assistant Membership, and hereby make my application to CCFC Inc.

I understand that my application will be **held** and considered by the Oversight of CCFC Inc., and that I will be notified as soon as possible as to whether or not my application is successful.

Signed: _____

Date Applied: _ / _ / _

I understand that my application for **Assistant Membership**, although I may fellowship at another Church, will be considered by the Oversight as soon as possible and I will be advised thereafter of their decision, recognising that in accordance with the Act, this Membership gives me no legal voting rights in the Assembly.

.....

Appendix 4 Certificate of Partner Membership

Cranbourne Christian Fellowship Centre Inc. Trading as

turningpoint Church

Certificate of Partner Membership

This is to certify that -

(Name)

was received into
PARTNER MEMBERSHIP
of Cranbourne Christian Fellowship Centre Inc. Trading as

turningpoint Church

on the _____ day of _____ 20__

Pastor: _____

Oversight Member: _____

As a born-again Christian, belonging to the Church of Jesus Christ, I hereby publicly identify myself with this local church, accepting the privileges, responsibilities and discipline of a committed member. I pledge myself, by God's grace, to be loyal to each member of this body, to serve them, and to live in accordance with the standard of the Word of God.

Appendix 5 Certificate of Associate Membership

Cranbourne Christian Fellowship Centre Inc. Trading as

turningpoint Church

Certificate of Associate Membership

This is to certify that -

(Name)

was received into
ASSOCIATE MEMBERSHIP WITH NO VOTING RIGHTS
of Cranbourne Christian Fellowship Centre Inc. Trading as

turningpoint Church

on the _____ day of _____ 20__

Pastor: _____

Oversight Member: _____

As a born-again Christian, belonging to the Church of Jesus Christ, I hereby publicly identify myself with this local church, accepting the privileges, responsibilities and discipline of a committed member. I pledge myself, by God's grace, to be loyal to each member of this body, to serve them, and to live in accordance with the standard of the Word of God.

Appendix 6 Resignation of Membership

The Oversight
CRANBOURNE CHRISTIAN FELLOWSHIP CENTRE Incorporated
PO Box 5422
CRANBOURNE VIC 3977

Dear Pastors and Elders,

I hereby wish to tender my resignation as a member of the Cranbourne Christian Fellowship Centre Inc. Trading as **turningpoint** Church, as from the date of this form.

The reason for my resignation is:

- I am moving to another area
- I am transferring to another church
- As discussed with the Oversight.

Please remove my name as a current Member of the Assembly from the Register of the Incorporated Body.

Yours Sincerely

Signature

Name _____ Date _____.

Appendix 7: Notice of Lapse of Membership

CRANBOURNE CHRISTIAN FELLOWSHIP CENTRE INC.

Notice of Lapse of Membership

Date:.....

M

.....

.....

Dear Member,

The Oversight of the CRANBOURNE CHRISTIAN FELLOWSHIP CENTRE Incorporated Trading as **turningpoint** Church wishes to remind you that:

- because of your non-attendance for the past 3 months at Assembly meetings, your membership has lapsed;
- or
- because of your non-attendance for more than 2 consecutive years at the Association's General Meetings, your Partner Membership has lapsed.

This notice is necessary to keep our register of Members up-to-date according to our obligations as an incorporated legal entity.

It would help us greatly if you would advise us within seven days if you wish to continue in Membership. If we do not hear from you in this period, your name will be removed from the Membership list. Please remember that Membership is not a condition of fellowship and you are welcome to attend the Public Assembly meetings.

Thank you for your assistance.

Yours Sincerely in Christ,

On behalf of the Oversight of
Cranbourne Christian Fellowship Centre Inc.
Trading as turningpoint Church.