



Constitution

Our Mission –

Engaging our community with the Gospel
and nurturing believers in their Christian life

Our Vision –

To see one hundred new disciples from our
community by 2020

1	Name and Association	3
2	What We Believe	3
3	Rules for Membership	5
3.1	Admission of Members	5
3.2	Applicants for Membership	5
3.3	Objections	5
3.4	Membership Records	6
3.5	Removal from Membership	6
4	Responsibilities of Members	6
5	Dispute Resolution	7
6	Communion	7
7	Church Officers	7
8	The Pastorate	7
8.1	Pastor / Senior Pastor	7
8.2	Associate Pastor/s.....	8
8.3	Pastoral Search.....	8
8.4	Pastoral Duties	8
8.5	Pastoral Appointments	8
8.6	Termination	8
9	Elders	9
10	Deacons	9
11	Election of Elders and Deacons	10
11.1	Call for Nominations	10
11.2	Objections	10
11.3	Election.....	10
11.4	Term of Office.....	11
11.5	Interim Vacancies	11
12	Secretary and Treasurer	11
12.1	Appointment	11
12.2	Duties of the Secretary	11
12.3	Duties of the Treasurer.....	11
13	Other Church Appointments	12
13.1	Ministry Leaders	12
13.2	Auditor	12
14	Reports	12
15	Church Business Meetings	13
15.1	Annual Church Meeting	13
15.2	Quarterly Church Meetings.....	13
15.3	Special Church Meetings.....	13
15.4	Conduct of Quarterly Church Meetings	13
15.5	Quorum	13
15.6	Voting	13
15.7	Chairman.....	14
16	Church Finances	14
17	Church Property	14
18	Dissolution	15
19	Alterations to Constitution	15

1 Name and Association

The name of the Church shall be the “Kruger Parade Baptist Church”, hereinafter referred to as the “Church”.

The Church is a member of The Baptist Union of Queensland ABN 59 241 121 544 (known as “Queensland Baptists”) in accordance with Clause 5 of the Constitution of Queensland Baptists.

The Church is a voluntary spiritual association and it is not intended, except where necessary, that this document create legal relationships between members. Rather, it is an expression of the manner in which the spiritual vision of the Church is achieved.

2 What We Believe

- a) The Bible is the inspired word of God that is without error. It is our supreme authority, surpassing all human reason and tradition. It records God’s revelation to all people throughout history to mankind, and gives instruction on living as a follower of Jesus Christ. (2 Timothy 3:16)
- b) There is one God, the loving creator of all things, who exists equally and eternally in three persons – the Father, the Son, and the Holy Spirit. Although each member of the Trinity serves different functions, they possess all power and authority. (1 Peter 1:2; Galatians 4:4-6)
- c) People are the special creation of God, made in His own image and the crowning work of His creation. Every person is a spiritual being, uniquely created, possessing dignity, and worthy of respect and love. (Genesis 1:26 & 27)
- d) People were created to have intimate fellowship with God, but became separated in that relationship through their choice to disobey God, which we call “sin”. Sin taints even the good that we do. It cuts us off eternally from God and breaks our relationships, our attitudes and even our physical bodies. (Genesis 2:16 & 17; Genesis 3:16-24; Isaiah 64:6; Romans 3:23)
- e) In order to overcome sin, the eternal Son of God, Jesus Christ, was conceived in human form by the power of the Holy Spirit and born of the Virgin Mary. While on earth, He was both fully God and fully man and was without sin. He offered Himself as a perfect sacrifice for our sin and a substitution in our place by His death on the cross. God the Father raised Him from the dead with a glorified body. He ascended physically to heaven and there intercedes on our behalf, sending the Holy Spirit to be His representative on earth. He will return one day in power and glory to reign as King and to judge the living and the dead. (Philippians 2:5-8; Colossians 1:21 & 22; Acts 10:39-43)

- f) Salvation is a gift from God, through His love, grace and mercy and cannot be earned through our own efforts. Salvation occurs when a person who has recognised their sin repents and believes in the life, death and resurrection of Jesus Christ. Salvation is available to all as it is not God's will that anyone should perish. (Ephesians 2:8; Colossians 1:13 & 14; 1 Timothy 2:3 & 4).
- g) The Holy Spirit is present in the world to make people aware of their sin, their need for Jesus Christ and to bring them to salvation. The Holy Spirit is received when a person commits their life to Jesus Christ, and permanently lives in them as the seal of their faith. He provides believers with the power for living, understanding of spiritual truth and guidance in doing what is right. He gives believers spiritual gifts, to be used in service for God, and Christians should seek to live each day under His control. (2 Corinthians 1:21 & 22; Ephesians 1:13; 1 Corinthians 12:4-11)
- h) Jesus Christ will one day return visibly and victoriously, to gather His believers to Himself. At this time everyone, both believers and unbelievers, will be raised to life and finally be judged by the Lord Jesus Christ to determine their eternal status. After this we will exist either eternally with God in Heaven through the forgiveness found in a relationship with Jesus Christ, or eternally in Hell separated from God by our sin. (Matthew 24:4-21; 1 Thessalonians 4:13-17)
- i) The universal Church is the body of all believers who confess Jesus Christ as their Lord and Saviour. The Local Church is a smaller community of believers who meet regularly for worship, fellowship, teaching of the Scriptures and seeking to save the lost. The Church is central to God's plan of salvation for the world. The Church works together in love and unity, intent on the ultimate purpose of glorifying Christ. (Ephesians 4:11-16; Ephesians 5:21-33)
- j) Baptism and Communion are the only two ordinances which were given by Jesus Christ through Scripture to be observed by the church throughout all ages. Baptism is the immersion of believers in water upon their profession of faith in the Lord Jesus Christ and is a public declaration of their belief in His death, burial, and resurrection. Communion is a time of thanksgiving for Jesus' sacrifice on the cross which is represented by the sharing of bread and wine together as a church family. (Romans 6:4; 1 Corinthians 11:23-26)

In addition to the essential beliefs above, we have liberty in all other non-essential beliefs in an attitude of love.

“Accept him whose faith is weak, without passing judgment on disputable matters... Who are you to judge someone else's servant? To his own master he stands or falls... So then each of us will give an account of himself to God... So whatever you believe about these things keep between yourself and God.” (Romans 14:1,4,12,22)

3 Rules for Membership

3.1 Admission of Members

Members may be accepted on profession of faith in Jesus Christ and believer's baptism; by transfer from sister Churches; or by reinstatement of previous membership.

At the discretion of the Elders, applicants for membership who have not been baptised by immersion may be considered where the following conditions apply:

- a. physical or mental impairment makes baptism by immersion unviable for the candidate,
- b. the candidate came to faith in Christ in a denomination that practices alternative forms of baptism, but has publicly affirmed their faith before God's people, has demonstrated a commitment to Christian living, and believes that their form of baptism has been validated.

Candidates seeking admission under conditions (a) and (b) must still agree with the statement of belief on baptism in Section 2, and meet all other membership requirements.

3.2 Applicants for Membership

All persons applying for membership shall be interviewed by two members appointed by the Pastor/s and Elders who will report to the Elders on their suitability for membership.

Prior to their interview, each applicant shall be provided with a copy of the current Constitution.

Acceptance of any recommendation for membership is at the discretion of the Pastor/s and Elders.

All applicants for membership endorsed by the Pastor/s and Elders shall be submitted to a vote of the Church at a properly constituted Quarterly Church Meeting. Such applications for membership shall be verbally advised to the Church in the Sunday Services for not less than two (2) weeks prior to the meeting.

To be accepted for membership a person must receive a two-thirds (2/3) majority vote of the members present at the meeting.

3.3 Objections

Objection to any membership application shall be submitted in writing to the Secretary no later than 48 hours prior to the meeting. The application shall then be deferred for consideration by the Pastor/s and the Elders who will report to the next Quarterly Church Meeting.

3.4 Membership Records

The names of all members of the Church shall be recorded by the Secretary, and those records shall be reviewed by the Church Officers at least annually. The identity of Church members shall not be revealed to those outside the Church.

3.5 Removal from Membership

A person may be removed from membership at the discretion of the Church Officers on the following grounds:

- a. Members absenting themselves from the Church Services for a period of three (3) consecutive months without a valid reason, provided that they shall be visited or written to before such action is taken.
- b. Misconduct so as to bring the Lord's name into disrepute as detailed in Section 5.
- c. Request for resignation or transfer to another Church.
- d. Death of the member.
- e. Members living away from the Church and unable to attend services and failing to correspond with the Church Secretary at least annually.
- f. Failure to abide by the Responsibilities of Members as outlined in Section 4.

4 Responsibilities of Members

Members shall:

- a. acknowledge and affirm the statement of beliefs detailed in Section 2;
- b. strive to walk in holiness and love; care for each other and encourage one another to love and good works; pray for one another and for the welfare of the Church, support each other and bear one another's burdens as God enables, avoid all causes of division and strive to live peacefully with one another through God's power;
- c. meet together on Sunday and at other times as there is opportunity and support, by their attendance, all meetings of the Church;
- d. pray for and encourage the Church Officers in the discharge of their duties, and acknowledge the Pastor as Leader; pray for the Pastoral team, support their ministry and by all means strive to strengthen them;
- e. freely contribute to the support of the Pastor/s and the expenses of the Church, and strive to fulfil all other duties specified in the Word of God;
- f. acknowledge their accountability to those in leadership positions with whom they serve;

- g. work together to extend the Kingdom of Christ in their own locality and around the world.

5 Dispute Resolution

- a. Where a member offends the Church by reason of immoral, unbiblical or unchristian conduct, the Church will make every effort, in the spirit of love, to restore that member to fellowship. These efforts may include the appointment of a committee of not more than three members to confer with the parties in dispute, or the Elders may suspend such member for a specified period. Where such efforts fail, the Church may terminate or suspend that person's membership by a decision of two thirds (2/3) majority vote of members present at a properly constituted Church Business Meeting, in accordance with the principals of natural justice.
- b. Disputes between members shall not be brought before the Church unless the parties have first attempted resolution in accordance with the directions of Matthew 18:15-17.
- c. Where a dispute arises between two members or between the Pastor/s and members such dispute may, after every effort has been made to resolve it within the Church, be referred to Queensland Baptists.
- d. Any member under discipline shall be notified of their suspension from membership in writing by the Church Secretary and shall have all privileges of membership suspended including attendance at Church Business Meetings and undertaking Church ministry.
- e. In all cases where a member has been placed under discipline for a specified time, such member shall be communicated with at the expiry of the term with a view to reinstatement or otherwise.

6 Communion

Communion, or the Lord's Supper, shall be observed at least monthly in the regular Sunday services, and at such other times as may be arranged, and shall be open to all believers in the Lord Jesus Christ.

Whenever possible, the Pastor/s, a Church Officer or the Pastor's appointee shall preside.

7 Church Officers

The Church Officers shall be the Pastor/s, Elders, and Deacons.

8 The Pastorate

8.1 Pastor / Senior Pastor

Where more than one Pastor is appointed by the Church, one shall be designated as "Senior Pastor". The Senior Pastor so designated shall be called "the Pastor" for the purposes of this Constitution.

8.2 Associate Pastor/s

Associate Pastor/s may be appointed for general ministry or for specific ministries, and shall be responsible to the Church through the Senior Pastor.

8.3 Pastoral Search

The Church Officers should take responsibility for the selection and recruitment of pastors and be accountable to the church for the selection process followed.

When a pastoral vacancy is identified the Church Officers should first seek advice from the Ministerial Committee of Queensland Baptists, although any member of the Church may refer any name for consideration by the Church Officers.

Pastors shall preferably be selected from those approved by Queensland Baptists, but when a vacancy occurs the Church may fill the position by appointing a suitable person to an acting capacity for an interim period.

8.4 Pastoral Duties

Allocation of duties of each pastor and any rules for their areas of responsibility and working relationships with other Church Officers shall be defined through a Position Description and conditions of service endorsed by the Church Officers and presented to the candidate prior to appointment.

8.5 Pastoral Appointments

All business connected with the Pastorate shall, in the first instance, be introduced to the Church meeting as a recommendation from the Church Officers except where the Church Officers decline or are unable to bring a recommendation.

The call, extension of a call, or termination of a call of any pastor shall be made at a properly constituted Special Church Meeting. In all Church decisions regarding the Pastorate, a majority vote of two thirds (2/3) of the members present at the meeting is required.

The call shall be for an indefinite or negotiated period and shall be made in accordance with the conditions of service agreed upon by the Church Officers and the Pastor/s.

8.6 Termination

Subject to the conditions below, termination of the call of a Pastor may be initiated by either the Pastor or the Church Officers provided that appropriate notice is provided in accordance with the agreed conditions of service.

If the Pastor is guilty of any moral offence or misconduct (deemed such by the Ministerial Committee of Queensland Baptists), the Pastorate shall be automatically terminated in accordance with the agreed conditions of service.

9 Elders

The Church may appoint Elders from the membership who shall take an active role with the Pastor/s in the pastoral ministry of the Church. The number of Elders is not stipulated but may be up to one (1) for every twenty (20) members as at the time of the Annual Church Meeting.

Elders shall be responsible to the Church for oversight of the following in accordance with the Position Description:

- a) Preaching and teaching
- b) Spiritual welfare and pastoral care
- c) Sunday services
- d) Discipleship
- e) Corporate prayer
- f) Planning
- g) Evangelism
- h) Leadership development
- i) Membership

A person over the age of eighteen (18) years, having been in membership for at least twelve (12) months may be nominated for the office of Elder. Candidates shall display maturity and spiritual gifts appropriate to the office and consideration shall be given to the qualifications for elders outlined in 1 Timothy 3:2-7, Titus 1:6-9 and 1 Peter 5:1-4.

Appointment of Elders shall be in accordance with Section 11. Elders shall be appointed for a term of two (2) years, and one half (1/2) of the number of Elders shall retire at each Annual Church Meeting. Elders retiring at the Annual Church Meeting may stand for re-election if desired.

Normally the Elders shall meet at least monthly with the Pastor and at other times as required. A quorum at meetings shall be a majority of the Elders.

10 Deacons

The Church may appoint Deacons from the membership who shall take an active role with the Pastor/s in the organisation and functional operations of the church.

The number of deacons is not stipulated but may be up to one (1) for every ten (10) members as at the time of the Annual Church Meeting.

The Deacons shall be responsible to the church, through the Pastor, for oversight of the following in accordance with the Position Description:

- a) Finances
- b) Property
- c) Childsafe
- d) Events
- e) Ministry Function
- f) General Administration
- g) Compliance

The Deacons shall bring before the Church any matters beyond the scope of their responsibilities, and shall act in accordance with the decisions of the Church.

A person over the age of eighteen (18) years, having been in membership for at least twelve (12) months may be nominated for the office of Deacon. Candidates shall display maturity and spiritual gifts appropriate to the office and consideration shall be given to the qualifications for Deacons outlined in 1 Timothy 3:8-12.

Deacons shall be elected for a term of two (2) years. One half (1/2) of the number of Deacons shall retire at each Annual Church Meeting and Deacons retiring at the Annual Church Meeting may stand for re-election if desired.

Normally the Deacons shall meet monthly with the Pastor and at other times as required, and a quorum at meetings shall be a majority of the Deacons.

11 Election of Elders and Deacons

11.1 Call for Nominations

Four (4) weeks prior to the Annual Church Meeting, nominations shall be called to fill the vacancies occurring.

Any member may nominate any number of members not exceeding the number of vacancies, provided the nomination is in writing, and in every case, requires the consent of the nominee. Nominations must be in the hands of the Secretary three (3) weeks before the meeting. Nominations will be considered by the Elders and names of nominees will be advised to the Church at the Sunday Services for not less than two (2) weeks prior to the meeting for prayerful consideration.

11.2 Objections

Objections to the nomination of any person shall be made in writing, signed and delivered to the Secretary not later than forty-eight (48) hours prior to the meeting. The reasons for objections must be clearly stated. The objection will be considered by the Church Officers and the nominee may choose to withdraw the nomination or have the objection made known to the meeting prior to the voting at which the nominee will have the right of reply.

11.3 Election

The election of Deacons and Elders shall take place at the Annual Church Meeting. Every nomination presented at the meeting shall be voted on, even when the number of nominations agrees with, or is less than, the number of vacancies. To be elected as a Deacon or Elder a nominee must receive two-thirds (2/3) of the votes of the members present at the meeting. Voting shall be by secret ballot.

11.4 Term of Office

Deacons and Elders appointed at the Annual Church Meeting shall commence duties on the 1st day of January the following year. Deacons and Elders retiring at the Annual Church Meeting shall cease duties on the 31st day of December of the current year.

11.5 Interim Vacancies

Interim vacancies in the office of Deacon or Elder may be filled at any Quarterly Church Meeting. A Deacon or Elder so appointed shall serve only until the next Annual Church Meeting. Nominations must be lodged in accordance with Section 11. Voting shall be by secret ballot and election shall require a two-thirds (2/3) majority vote of the members present.

The Church Officers may invite trainees to the office of Deacon or Elder to join the regular meetings of the Church Officers. The names of proposed trainees shall be advised to the church at any Quarterly Church Meeting.

Only Church members will be appointed to the roles of Interim and/or trainee Deacon and Elder.

12 Secretary and Treasurer

12.1 Appointment

The Church Officers at their first meeting of the new year following the Annual Church Meeting shall elect from their own number a Secretary and Treasurer of the Church, who can enlist assistants who meet the approval of the Church Officers.

12.2 Duties of the Secretary

The Secretary shall have the custody of the Church records, administer church meetings and keep minutes of all proceedings of the Church, receive and conduct all correspondence on its behalf, and conduct other duties as outlined in the Position Description.

12.3 Duties of the Treasurer

The Treasurer shall receive and account for all Church funds, discharge all liabilities, render a regular account to the Quarterly Church Meetings and prepare financial statements for presentation at Quarterly Church Meetings.

The Treasurer shall prepare a proposed Budget for the church for the following financial year and present it to the Church at the Annual Church Meeting.

All payments for goods and services shall be made by cheque or electronic funds transfer, except for items of minor expenditure for which receipts must be presented.

Other duties of the Treasurer are outlined in the Position Description.

13 Other Church Appointments

13.1 Ministry Leaders

Appointments to leadership roles in the ministries of the Church shall be on the recommendation of the Church Officers and ratified by the Church at the Annual Meeting. The selection process will be based on consultation with the nominee(s) and with the existing leadership of that ministry.

At least four (4) weeks prior to the Annual Church Meeting, the Church Officers shall determine what vacancies exist and shall approach prospective appointees.

Names of nominees shall be advised to the church in the Sunday Services for two (2) weeks prior to the meeting for prayerful consideration. Objections to any nomination must be made in writing and delivered to the Secretary not less than forty-eight (48) hours prior to the meeting.

Interim vacancies may be filled through appointment by the Church Officers subject to approval by the Church at the next quarterly meeting.

13.2 Auditor

The Church Officers shall annually appoint an auditor for the Church's accounts for the preceding financial year.

14 Reports

Annual reports shall be provided by the following positions for presentation at the Annual Church Meeting:

- The Pastor/s
- The Secretary
- The Treasurer
- Ministry Leaders

The Treasurer's report shall include an auditor's report for the previous financial year, along with the annual Statement of Accounts and a proposed Budget for the forthcoming year.

A copy of the reports shall be forwarded in writing to the Church Secretary at least two (2) weeks before the Annual Church Meeting.

15 Church Business Meetings

15.1 Annual Church Meeting

The Church shall meet annually for the purpose of receiving annual reports and financial statements, election of Church Officers and Ministry Leaders, and approval of the Church Budget for the forthcoming year.

15.2 Quarterly Church Meetings

The Church shall meet at least once a quarter for the transaction of business, and between such meetings the Church Officers shall attend to the business delegated to them.

15.3 Special Church Meetings

A Special Church Meeting may be called at any time by the Church Officers, or on the written and signed request of 10% of members. Such meetings shall be advised to the Church in the Sunday Services for two (2) weeks prior to the meeting. The purpose of the Special Church Meeting shall be clearly stated, and no other business shall be transacted at the meeting.

15.4 Conduct of Quarterly Church Meetings

Quarterly Church Meetings shall be verbally advised to the Church in the Sunday Services for two (2) weeks prior to the meeting.

At Quarterly Church Meetings, minutes of the previous Quarterly Church Meeting, and any Special Church Meetings since the previous Quarterly Church Meeting, shall be confirmed before new business is proceeded with.

All business for the Quarterly Church Meeting shall first be submitted to the Church Officers preferably in writing.

Business shall be introduced by a motion, moved and seconded. Any person present and desiring to speak in relation to any motion may do so when called upon by the Chairman.

15.5 Quorum

A quorum at an Annual Church Meeting shall be not less than one-half (1/2) of members.

A quorum at Quarterly Church Meetings or Special Church Meetings shall be not less than one-fifth (1/5) of members including not less than half (1/2) of the Church Officers.

15.6 Voting

Only members are entitled to vote at Church meetings. Non-members are welcome to attend and participate in discussion but are not permitted to vote.

All voting apart from election of Church Officers and Ministry Leaders shall be based on a simple majority vote through a show of hands.

Approval of amendments to the Constitution shall require a two-thirds (2/3) majority vote through a show of hands.

Election of Church Officers and Ministry Leaders shall be conducted by secret ballot and will also require a two-thirds (2/3) majority vote.

Postal votes and proxy votes will not be accepted at Church meetings.

The business done at a properly constituted Church meeting shall be binding on all members.

15.7 Chairman

The Chairman for all Church meetings shall be appointed by the Church Officers.

16 Church Finances

The Church favours tithing as a regular system of giving. All members shall responsibly discharge their financial obligations.

All offerings shall be counted by at least two (2) adults approved by the Church Officers, who shall enter and initial the amount received in a record sheet provided for the purpose. All moneys received shall be banked.

All gifts offered to the church, for a particular purpose or not, will be treated as available for use in any activities of the church at the discretion of the Church Officers and free of any obligations to use or apply the gift in a particular matter or for a particular purpose.

The Church Officers reserve the right to decline any donation or gift which comes from what they may deem an inappropriate source.

No financial appeals for external organisations or activities shall be circulated within the Church by any person without first obtaining the approval of the Church Officers.

17 Church Property

The use of the Church's premises by outside organisations will be subject to approval by the Church Officers and may be declined without giving a reason. The Church Officers may appoint a person to manage bookings for both the Church's ministries and outside organisations.

All property purchases or alterations of a major nature, the encumbrance of the Church property by mortgage or lease, or the Sale or Exchange of the property shall be dealt with at a Special Church Meeting.

Property or equipment purchased or acquired for use by any ministry of the Church shall be deemed the property of the Church, and may be made available for use by other ministries when appropriate.

Any real property or any interest therein acquired by or on behalf of the Church shall be vested in Queensland Baptists on behalf of the Church. Notwithstanding the provisions of Section 16 this clause shall not be rescinded or amended without the prior consultation with Queensland Baptists.

18 Dissolution

In the event of the church ceasing to operate, all property and assets shall be placed in the hands of Queensland Baptists who will undertake the dissolution of the church and the satisfaction of all debts and liabilities.

The cessation of operation shall be agreed at a Special Church Meeting held in accordance with Section 15.3.

Notwithstanding any provision which may be recorded elsewhere within this Constitution, this section shall not be rescinded or amended without the express approval of Queensland Baptists.

19 Alterations to Constitution

This Constitution shall be reviewed periodically as determined by the Church Officers, but may not be altered, cancelled or added to, except at a Special Church Meeting convened for that purpose in accordance with Section 15.3.

Details of the proposed alterations shall be made available to all members not less than four (4) weeks prior to the meeting.

[Alterations of a cosmetic nature such as spelling, punctuation, grammar and formatting are not included in the above requirement and may be carried out at any time without reference to the Church.](#)