



CONSTITUTION OF THE CITY SOUTH BAPTIST CHURCH

Adopted on
28th March 2021

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1. PRELIMINARY INFORMATION

- [a] The Church is known as City South Baptist Church, and in the Constitution is referred to as “the Church”.
- [b] The words “we”, “us”, and “our / ourselves”, unless otherwise stated, refer to those who are members of the Church (Section 4).
- [c] This document is known as the Constitution, Statement of Faith and Membership Commitment of City South Baptist Church and any reference in the document to Constitution shall be a reference to the Constitution, Statement of Faith and Membership Commitment components of this document, unless otherwise noted.
- [d] Under the authority of Jesus Christ and the word of God, the membership of the Church is the final human authority. Therefore, after examining the Bible, this Constitution has been developed by the members of the Church with the purpose that we would conform ourselves to God’s will.
- [e] Because Jesus is the head of the Church (Eph 1:22), this Constitution is to be interpreted to bring glory to Jesus. Furthermore, because we are members of the body of our Lord Jesus and His spiritual family (1 Cor 12:12-13), we are to act under this Constitution in a spirit of mutual trust, openness and love.
- [f] Together we desire that this Constitution would help us to fellowship together and make decisions that reflect the will of God and not the interests of individuals. Therefore, every member has a responsibility to prayerfully and in good conscience fulfil their responsibilities in line with the Constitution and the teachings of God’s Word.

2. PURPOSE OF THE CHURCH

- [a] The Church exists by the grace of God and for the glory of God, which is the ultimate purpose of the Church in all its activities (Eph 2:19-22).
- [b] The foundation of the Church is the Lord Jesus Christ (1 Cor. 3:11; Eph. 2:20). Christ is the head of His body the church and He guides His church in all affairs through the Holy Scriptures (2 Timothy 3:15-17). Therefore, the purpose of the Church is to glorify God through Jesus Christ, in the power of the Holy Spirit (Eph. 1:6, 12, 14).
- [c] The priorities of the ministry of the Church are as follows:
- i) The worship of God (John 4:23-24; Rom 12:1-3). The Church worships God by loving Him and seeking to obey all of His commands in every part of life—both corporately and individually (Deut 6:4-7; Matt 22:37-39; John 14:15).
 - ii) The building up and encouragement of one another (John 13:34; Rom 12:10; 1 Cor 14:12; Eph 4:11-13; Eph 1:5; 1 Pet 4:8). When we are led by the Holy Spirit to put our trust in Jesus as Saviour and Lord, we are adopted into the family of God and the body of Christ (1 Cor 12:27). As members of this family we are called to watch over one another with loving concern, to pray for one another and to seek the good of one another according to the purposes of God.
 - iii) The mission of God locally, domestically, and globally (Mat 28:18-20; Act 1:7-8; 1 Pet 2:9). Because the church is the body of Jesus and He was sent by His Father to save the lost (John 3:17), the Church must also be on His mission to the ends of the earth (John 20:21). We do this because we desire that every person would bring glory to God (Isa 43:7; Matt 5:16; Luke 19:10; 1 Pet 2:9). Proclaiming the gospel is an essential part of mission, without which individuals cannot be saved (Rom 10:9; 14-15).
- [d] In order to remain true to our Lord and His Word, the Church must be marked by preaching the whole counsel of God (Acts 20:27; 2 Timothy 4:1,2), administering baptism (Matt 28:19; Rom 6:1-4) and the Lord's Supper (Luke 22:19-20; 1 Cor. 11:17-34), loving one another (John 13:34,35), and practising formative (1 Thess.5:14; 1 Tim 5:1,2; Tit 2:15) and corrective discipline (Matt 18:15-17; 1 Cor. 5:1-5).
- [e] The Church is a voluntary member of the Baptist Union of Queensland. As we have opportunity, we will encourage fellow churches to pursue biblical faithfulness and a love for the Lord Jesus. Furthermore, as we have opportunity, we will pursue relationships of mutual encouragement, support and cooperation with other like-minded churches where this will advance the gospel of the Lord Jesus

3. STATEMENT OF FAITH

From the time of the Apostles to today, Christians have laid out doctrine (beliefs) in brief, definitive statements. As those who know God, we believe it necessary to set forth in a concise fashion the cornerstone truths of our Church as guided by Scripture. Our Statement of Faith summarizes essential Christian beliefs, shows unity in Christ, and guards the Church from error.

All who join the Church are required to affirm the Statement of Faith. The Statement of Faith registers our belief in historic Christianity, evangelical Christianity, believer's baptism, and congregational government. Mastery of the Statement of Faith is not required before a person is admitted to membership. Such a requirement would violate the order of Matthew 28:19-20, which instructs us to disciple, to baptize, and then to teach the baptized disciple to observe everything Christ has commanded. It is however expected of any member to display a willingness to be taught and possess substantial agreement with what they already know concerning the Church's doctrine and government.

- [a] **THE SCRIPTURES:** We believe the Old and New Testaments were given by inspiration of God. Therefore, all scripture is authoritative, infallible and inerrant. The Scriptures reveal the principles by which God will judge us; and therefore is, and shall remain to the end of the world, the true centre of Christian unity, and the only sufficient rule for faith and practice (Ps 19:7; 2 Tim 3:16-17; 2 Pet 1:20-21).
- [b] **THE TRINITY:** We believe the Scriptures reveal that the one God eternally exists in three persons: the Father, Son and Holy Spirit. Each person has distinct personal attributes, but without division of nature, essence or being (Matt 3:16-17; 28:19; 2 Cor 13:14).
- [c] **THE TRUE GOD:** We believe there is only one living and true God, the Creator of heaven and earth, sustainer and ruler of all things, having in and of Himself, all perfections, and being infinite in them all. To Him all creatures owe the highest love, reverence, and obedience that springs from the fear of God and trust in Him (Deut 6:4; 1 Sam 15:22; Ps 145:3; John 1:1-18; Col 1:16; 1 Thess 1:9; Heb 12:28).
- [d] **THE MEDIATOR:** We believe Jesus Christ is the only begotten Son of God, is fully God and fully man, He is the divinely appointed mediator between God and man. Having taken upon Himself human nature, yet without sin, He perfectly fulfilled the law; suffered and died upon the cross for the salvation of sinners. He was buried, and rose again the third day, and ascended to His Father, at whose right hand He ever lives to make intercession for His people. He will return again visibly and bodily. He is the only Mediator, the Prophet, Priest and King of the Church, and Sovereign of the Universe (Isa 53:10-12; John 1:1, 14; Acts 1:9-11; Rom 3:21-26; 8:34; 1 Cor 15:3-4; Gal 3:13; Eph 5:23, 1 Tim 2:5; Heb 1:1-3, 2:17, 4:14; 1 John 2:1).
- [e] **THE HOLY SPIRIT:** We believe that God the Holy Spirit brings glory to the Father and the Son. He applies the work of Christ to believers and distributes spiritual gifts to every believer according to His sovereign good pleasure for the purpose of building up the body of Christ. He is the Comforter, the Spirit of Adoption into the family of God, convicts us of our sin, the Seal of our Salvation, and the Guarantor of our inheritance in Christ (John 14:16-17; 16:8, 14; Acts 5:3; Rom 8:14-17; Eph 1:13-14).

- [f] **SOVEREIGNTY OF GOD:** We believe God from eternity, decrees or permits all things that come to pass, and perpetually upholds, directs and governs all creatures and all events; yet so as not in any way to be the author or approver of sin nor to destroy the free will and responsibility of men and women (Isa. 46:9- 11; Prov. 16:33).
- [g] **THE HUMAN RACE:** We believe that men and women were created in the image of God and therefore, have inherent and equal dignity and worth. The greatest purpose, responsibility and joy of every person is found in bringing glory to God by worshipping, obeying and loving him. We believe by voluntary choice Adam fell from right relationship with God and His creation. Because of this, all of humanity are sinners, not by constraint but by choice. Having inherited a nature that is corrupted by sin and inclined to evil, every person is under the just judgement of God without excuse (Gen 1:27; 2:17; John 5:22; Acts 17:31; Rom 3:23).
- [h] **SALVATION:** We believe that salvation is a free gift springing out of God's love, mercy and grace. It is ours only in the provision of the Lord Jesus Christ and His perfect life, His atoning death, His powerful resurrection, His glorious ascension, His ongoing Priesthood, and His certain return. Salvation is at the one time something to be possessed, by coming to Christian conversion, and also something to be furthered through the Christian life. Salvation is to be prosecuted and worked out in our Christian lives and finally completed at the return of Christ. Salvation is totally provided for by the work of Christ without any contribution from us. It is effected by the work of the Holy Spirit; and it is contingent on personal faith which is not to be viewed as a work. Salvation has its antecedents in the sovereign election of God but begins in our experience with our repentance towards God and faith in the Lord Jesus Christ. It continues in sanctification through the ongoing practice of spiritual disciplines, and culminates in the redemption of our bodies and the glorification of our entire persons. Salvation is both something that we receive and something we seek to work out in our lives. It is the beginning now of the eternal life with God which will be ours throughout eternity. (John 3:16; Rom 1:16-17; 3:21-26; 5:1-11; 8:1, 28-30; Eph 1:4-10; 2:1-10; Phil 1:29; 2:6-11; 1 John 4:9-12).
- [i] **THE CHURCH:** We believe all who place their faith in Jesus Christ are immediately placed by the Holy Spirit into one united spiritual body, the church, the bride of Christ, of which Christ is the head. We believe that a visible church of Christ is a congregation of baptised believers, associated by covenant in the faith and fellowship of the Gospel; observing the ordinances of Christ; governed by His laws; and exercising the gifts, rights, and privileges invested in them by His word: that its only scriptural officers are elders or pastors, and deacons, whose qualifications, claims, and duties are defined in the Epistles to Timothy and Titus. We believe that Christ has washed us from our sins and made us priests to God and acknowledge that we each have a ministry to fulfil within the body of Christ (Acts 2:42; 1 Cor 12:4-7,11-13; Eph 1:22; 4:11-16; Col 1:18; I Tim 3; Titus 1; 1 Peter 2:9).

[j] **THE ORDINANCES:** We believe that the Lord Jesus Christ has committed two ordinances to the local church:

- i) **BELIEVER'S BAPTISM:** We believe Baptism is an ordinance the Lord Jesus Christ commanded for every believer, where upon profession of faith in Jesus and repentance towards God the believer is immersed in water in the Name of the Father, and of the Son and of the Holy Spirit, as a sign of their fellowship with the death and resurrection of Christ, of remission of sins, and of giving themselves to God, to live and walk in newness of life. Although it is not essential for salvation it is prerequisite to Church membership (Matt 28:19; Acts 2:38; Rom 6:3-5).
- ii) **THE LORD'S SUPPER:** We believe the Lord's Supper is an ordinance of Jesus Christ, to be administered with the elements of bread and the fruit of the vine, and to be observed by His church till the end of the world. It is in no sense a sacrifice, but is designed to commemorate His death, and to be a bond, pledge and renewal of their communion with Him, preceded by genuine self-examination (Matt 26:26-29; 11:23-34).

[k] **SATAN:** We believe that Satan is real and responsible for the evil in this world. He is the enemy of God and of the children of God, but he has been defeated through the death and resurrection of the Lord Jesus Christ, and he is destined to judgment of eternity in the lake of fire (John 8:44; 2 Cor 4:3-4; Eph 6:11-12; Heb 2:14; 1 Pet 5:8; Rev 12:9-12; 20:10).

[l] **THE FUTURE:** We believe in the personal, visible and glorious return of the Lord Jesus. We believe that He will raise the dead and judge the world in righteousness. The unrighteous will be sent to eternal punishment and the righteous will be welcomed into a life of eternal joy in fellowship with God. God will make all things new and will be glorified forever. We believe that this should motivate us to share the good news about the way of salvation in the Lord Jesus (Isa 65-66; Dan 12:2; Matt 16:27; Mark 14:62; John 14:3; Acts 1:11; Phil 3:20; Tit 2:13; 2 Thess 1:7-10).

[m] **MARRIAGE:** We believe that marriage is the uniting of one man and one woman to the exclusion of all others in covenant commitment for a lifetime. It is God's unique gift to reveal the union between Christ and His church and to provide for the man and the woman in marriage the framework for intimate companionship, the channel of sexual expression according to biblical standards, and the means for procreation of the human race (Matt 19:5-6; Eph 5:31-33). We adopt the positions on Marriage and Sexuality in the Nashville Statement (August 2017) <https://cbmw.org/nashville-statement>.

SECONDARY MATTERS: From time to time, the Church may also approve positions on secondary matters. Affirmation of these statements is not necessary for salvation. But they seek to avoid disunity by providing clarity on matters that order the life of the Church. After these statements are approved, they will be, at a minimum, made available to members and those considering membership.

4. MEMBERSHIP

The New Testament expects that Christians are committed members of a local church where they are committed together in shared bonds of mutual accountability (1 Cor 12:12- 27; Eph 2:19-22; Phil 2:1-11). Becoming a member is a living commitment that expresses a love for the Lord Jesus, as well as a desire to seek the good of the body over self-interest (John 13:34; 1 Cor 10:24; Phil 2:3; 1 John 4:7-21).

1) **MEMBERSHIP REQUIREMENTS**

[a] To fulfil the requirements for membership a person must:

- i) Have repented and trusted in Jesus, been baptised as a believer by immersion, and demonstrate credible evidence of Jesus' Lordship in their life; and
- ii) Affirm agreement and acceptance of this Constitution.

2) **ADMISSION OF MEMBERS**

[a] Upon request for consideration for admission to membership, the following shall occur:

- i) The applicant will be provided with a copy of the Church Constitution.
- ii) The applicant will be visited and interviewed by two persons, being either elders, or persons nominated by the elders.
- iii) Upon a favourable report from the appointed visitors, the unanimous agreement of the elders, and acknowledgement of the applicant's agreement with this Constitution, the name of the applicant will be advised to members at least two weeks prior to a Church members meeting.
- iv) At the Church members meeting the applicant will be admitted if their application is approved by a vote of not less than 75% vote of the members present.
- v) The successful applicant admission to membership will be publicly acknowledged to the Church at the earliest possible convenience.

[b] Any objections to the acceptance of an applicant for membership must be submitted to the elders in writing prior to the members meeting referred to in section 2)a iv) above.

3) **REMOVAL FROM, OR TERMINATION OF, MEMBERSHIP**

- [a] The Church Roll shall be reviewed annually by the elders. Those members who are found to have been inactive in the worship, fellowship and ministry of the Church for six (6) consecutive months, when not prevented by being homebound or because of illness, duty or distance, shall be liable to have their names removed from the roll. However, they shall be contacted by the elders where possible and given the opportunity to explain why their names should not be removed from the roll.
- [b] A member who has been fulfilling the duties of a member, in good faith, can request a letter of recommendation to join another local church. Upon acceptance of this recommendation a member will be removed from the membership roll.
- [c] A member who has been the subject of Church discipline, under the leadership of the elders, can be removed from membership by a vote of not less than 75% vote of the members present at any members meeting.
- [d] The Church, under the direction of the elders, may refuse a member's voluntary resignation or a request for transfer of membership if a process of Church discipline is being carried out regarding the member.

4) **DISCIPLINE OF MEMBERS**

Church discipline is the Church's act of confronting someone's sin and calling them to repent, which, if the person does not, may culminate in exclusion from membership (Matt 18:15-20; Gal 6:1-2; Tit 3:10-11).

Church discipline is motivated by: a loving desire that the person being disciplined would be restored (Gal 6:1-2; Heb 12:11-13; James 5:19-20), concern for the wellbeing and corporate witness of the Church (1 Cor 5:1-13) and a desire that the Church would reflect the character of God before a watching world (Eph 1:4; 1 Pet 2:11-12).

- [a] Any member consistently and unrepentantly neglectful of his or her duties or guilty of conduct by which the name of our Lord Jesus Christ may be dishonoured, and so opposing the welfare of the Church, may be subject to the admonition of the elders and the discipline of the Church, according to the instruction of our Lord in Matthew 18:15-17 and the example of Scripture. Church discipline, then, should ordinarily be contemplated after individual private admonition has failed.
- [b] Church discipline may include: admonition by the elders and congregation, suspension from the Lord's Supper for a definite period, removal from office, and termination of membership (Matt 18:15-17; 2 Thess 3:14-15; 1 Tim 5:19-20; 1 Cor 5:4-5, 11-13).
- [c] The elders shall be responsible for investigation of anything which is brought to their attention or of which they are aware which appears in their opinion to call for discipline of a member. In investigating any case, the elders must treat the member fairly and give the member concerned:

- i) adequate notice of the date, time and venue of the meeting of the elders at which the matter will be discussed; and
 - ii) sufficient details of the matters which will be investigated and any material relevant to the particular issue being examined so that the member can make submissions in response; and
 - iii) the opportunity to make submissions to the meeting either orally or in writing.
- [d] If private efforts to bring about a member's repentance and reconciliation are unsuccessful, the elders shall review and investigate the matter further. After prayer and deliberation, the elders may:
- i) take no further action; or
 - ii) take disciplinary action (other than termination of membership, which may only be affected by a vote of the congregation); or
 - iii) submit the matter to the members for vote at a regular or special meeting of the members.
- [e] If a Church members meeting is called to consider a recommendation for the discipline of a member, a minimum of two (2) weeks' notice will be required and the member must be given:
- i) reasonable notice of the date, time and venue of the Church members meeting; and
 - ii) details of the recommendation to be made to the Church members meeting by the elders arising from their investigation; and
 - iii) the opportunity to speak to the Church members meeting if the member concerned does not agree with the recommendation of the elders.
- [f] A person shall be removed from membership as an act of discipline at the recommendation of the elders and approval by vote of the members. Removal from membership as an act of discipline shall require a 75% vote of the members present at any regular or special meeting of the members.
- [g] Members placed under discipline by the Church members meeting shall have the fact notified to them in writing by the elders, together with the reasons for the discipline.
- [h] In all cases where a member has been placed under discipline for a specified time, that member shall be communicated with by the elders at the expiration of the term with a view to restoration or otherwise.

5. MEMBERS MEETINGS

The purpose of members meetings is to renew our mutual commitment to one another, to rejoice and reflect on what God is doing, to collectively discern the will of the Lord Jesus, and deal with business as required by the Constitution.

As brothers and sisters in the Lord Jesus, members are to act in a spirit of mutual trust, openness, love and good faith, which is appropriate within the body of our Lord Jesus. This includes honouring Jesus in both our conduct, discussion and decision making.

1) MEETING TYPES

- [a] There shall be at least four (4) regular members meetings a year (generally quarterly) and between such meetings those appointed to Church offices shall attend to the day-to-day matters pertaining to the ministry and witness of the Church.
- [b] A special members meeting may be called at any time by the elders on their own initiative, or on the written and signed request of not less than 30% of Church members. Such meetings shall be called in writing, and by verbal notice in the Sunday service at least two (2) weeks prior to the meeting, with notification of the business to be transacted. No other business shall be transacted at the special members meeting.

2) MEETING PROCESS

- [a] The elders are responsible for determining the agenda for each meeting, with the exception of a special members meeting that has been requested by 30% of Church members (as above). The agenda for regular meetings shall include as a minimum:
 - i) Acceptance of the previous meeting minutes; and
 - ii) Ministry reports from all Pastors and persons overseeing the various ministries of the Church as requested by the elders or a previous Church meeting; and
 - iii) A financial report; and
 - iv) General Church correspondence since the previous meeting; and
 - v) Motions on notice; and
 - vi) General business.
- [b] At a minimum of two (2) weeks prior to any meeting, the elders are responsible for ensuring that notification is given to the members about:
 - i) the date, time and location of the meeting.

- ii) the agenda for the meeting, including any significant motions to be voted on or items to be discussed (e.g. pastoral call, nomination of offices, >10% budget expenditure, changes to the Constitution, etc).
- [c] Despite [b] above, where the elders determine that wisdom dictates that appropriate notification cannot be given, a meeting may still proceed where approved by a vote of not less than 75% of voting members present. In providing written notice of the special meeting the elders must explain why appropriate notification was not able to be given.
- [d] The chair of any meeting will usually be an elder that has been designated by the elders. If an elder is not available to chair the meeting the members can vote to appoint the chair.
- [e] If a member would like for a motion to be voted on they must provide this in writing to the elders for consideration. However, at the discretion of the chair, a motion from a member or other items of business, not previously notified, may be considered at a members meeting.
- [f] Non-members may be given permission or invited to attend the meeting and share in discussion of designated issues where their input is considered desirable by the elders. However, this shall not afford non-members any voting rights in the meeting. The participation of members undergoing Church discipline is also at the discretion of the chair.
- [g] Although members under the age of 18 may participate fully in every other part of a meeting (including, for example - discussions, asking questions, prayer), only those who are 18 years of age or older may participate in voting.
- [h] A quorum at any members meeting shall be a minimum of 20% of the voting membership, with a minimum of six (6).
- [i] Where a motion is to be considered, it shall be moved and seconded before being dealt with.
- [j] No member other than the mover of a motion shall be allowed to speak more than once to any motion, except by consent of the chair.
- [k] Except where otherwise stated, decisions at all members meetings shall be by a simple majority of those votes cast (> 50%).
- [l] Voting for the appointment of Church offices, as well as any changes to the Constitution or for dissolution will be done by secret ballot. All other voting will be at the discretion of the chair.
- [m] Minutes of members meetings (regular or special) shall be made available two (2) weeks after each meeting and confirmed at the next members meeting before any new business is discussed.
- [n] The business transacted at a properly constituted Church members meeting shall be binding on all Church Members.

6. CHURCH OFFICES

Under the Lord Jesus, the Church members are the final authority. But Jesus, through His word gifts the church with various Church offices including elders, pastors, and deacons (ministry coordinators, administrator, treasurer and secretary). The relationship between the members and those in leadership should be marked with a mutual dependence on the Lord Jesus and His word.

1) **ELDERS**

[a] Elders are charged with the spiritual oversight and leadership of the Church. In keeping with the principles set forth in Acts 6:1-6, 1 Peter 5:1-4 and Heb 13:7, 17, the elders shall devote their time to prayer, the ministry of the Word (by teaching and encouraging sound doctrine), and shepherding God's flock. They shall be responsible under God for the protection and spiritual growth of the members of the Church family and for the discipline of members.

[b] The Church shall recognise men gifted and willing to serve as an elder. Elders shall be mature Christian men whose spiritual life and conduct are in keeping with the descriptions given in 1 Timothy 3:1-7 and Titus 1:5-9. Specifically, an elder must:

- i) have proven moral and spiritual character; and
- ii) have the ability to define and defend doctrine as well as teach; and
- iii) manage his own family in a godly way; and
- iv) be respected both within the Church and in the outside community; and
- v) have a desire to shepherd the Church.

[c] Since Scripture charges the elders with the responsibility to shepherd and oversee the church (Acts 20:17-38; 1 Peter 5:2-3), the elders shall lead the Church in understanding the Bible's meaning and application as it pertains to Church doctrine, practice, policy, and discipline. Therefore, the elders shall take particular responsibility to:

- i) examine and instruct prospective members; and
- ii) examine and recommend all prospective candidates for Church offices and other supporting roles; and
- iii) shepherd and oversee the work of the deacons / ministry coordinators, appointed Church agents and sub-committees; and
- iv) oversee the spiritual content of worship services; and
- v) oversee the administration of the ordinances of baptism and communion; and
- vi) equip believers for the work of the ministry; and

- vii) ensure sound doctrine and practice; and
 - viii) admonish and correct error; and
 - ix) oversee the process of Church discipline; and
 - x) coordinate and promote the ministries of the Church; and
 - xi) review any promotion of an activity or ministry external to the Church prior to it taking place; and
 - xii) mobilise the Church for missions; and
 - xiii) ensure that all who minister the Word to the congregation, including outside speakers, share the fundamental convictions of this Church.
- [d] Elders will have been in active membership of the Church at least two (2) years before being appointed to this office, unless otherwise approved by the Church members.
- [e] An elder's term of appointment shall be for three (3) years. Non-salaried elders can be reappointed for a second term and shall have a sabbatical year after serving for two consecutive terms six (6) years.
- [f] No elder shall hold any other Church office during his tenure unless specifically agreed to by the members.
- [g] The procedure and order of business to be followed at an elders meeting shall be determined by the elders. The elders shall ensure that minutes are taken and kept for each elders meeting. The minutes shall record the names of those in attendance, the business considered at the meeting, and any resolution on which a vote is taken and the result of the vote. Members may obtain access to the minutes of elders meetings only at the discretion of the elders.
- [h] Wherever possible, through study of the Scriptures, prayer and seeking of God's will, there should be unanimity in the decisions made by the elders. Decisions made with respect to new members and new elders shall be unanimous.
- [i] An elder may resign from office on his own initiative at any time. An elder may be removed from office by the unanimous recommendation of the other elders, and subject to the vote of a minimum of 75% of the Church members present at a members meeting. In the event of an elder's resignation or removal, the congregation shall be informed within two (2) weeks.

2) **PASTOR/S**

- [a] The pastor/s shall be a man of faith, of prayer and of the Word, whose spiritual life and conduct is in keeping with the description given in 1 Timothy 3:1-7. He shall also subscribe to the Church Constitution and Statement of Faith.
- [b] He shall be a registered minister of the Baptist Union of Queensland, or before appointment, agree to actively work towards this.
- [c] The pastor/s shall be an elder. As an elder, the pastor's particular responsibility shall be to faithfully exercise a preaching, teaching and training ministry with the aim of bringing each member to a place of spiritual maturity in Christ.
- [d] The pastor/s shall be responsible to the Church through the other elders.
- [e] The Call of a pastor will be confirmed under a work agreement as defined by the Baptist Union of Queensland, or other agreement as mutually agreed between the Church and the pastor/s. In all instances the Church membership shall approve the work agreement as part of the Call.
- [f] The Call, extension of Call, or termination of the work agreement shall be made at a properly constituted Church members meeting of which two (2) full weeks' notice has been given in writing to all members. A majority of 75% of the votes cast at the meeting is necessary.
- [g] An annual review of the responsibilities and effectiveness of the pastor/s shall be conducted by at least two persons holding Church office positions with appropriate recommendations being brought where necessary to the members through the elders. At least one of the persons conducting the interview shall hold the Church office of administrator, secretary or treasurer.
- [h] Where more than one pastor is appointed by the Church, one shall be designated as the "senior pastor".

3) **ASSOCIATE PASTOR/S**

- [a] Associate pastor/s shall be men of faith, of prayer and the Word, whose spiritual life and conduct are in keeping with the description found in 1 Timothy 3:8-13. They shall also subscribe to the Church Constitution.
- [b] The associate pastor/s shall not normally be elders and shall be responsible to the Church through the senior pastor.
- [c] The associate pastor/s may be engaged under a work agreement as defined by the Baptist Union of Queensland, or other agreement as mutually agreed between the Church and the associate pastor/s. In all instances the Church membership shall approve the work agreement as part of the engagement.

4) **ADMINISTRATOR / SECRETARY / TREASURER**

- [a] Where it is considered necessary from time to time the Church may appoint an administrator who shall be elected by the members at a members meeting.
- [b] In general terms the role of the administrator shall be to oversee the administrative functions of the Church and coordinate the various Church activities. The administrator may also undertake the role of Church secretary and / or Church treasurer where deemed appropriate.
- [c] Where no administrator has been appointed to fill either or both of these roles, the secretary and treasurer shall be elected by the members at a members meeting.
- [d] Any member appointed to the position of administrator, secretary, or treasurer must be able to work in close relationship with the elders and deacons / ministry coordinators. Therefore, such a person must meet the requirements of a deacon as set out in 1 Timothy 3:8-13.
- [e] The secretary shall:
 - i) have the custody of the Church records; and
 - ii) maintain the Church membership roll; and
 - iii) keep minutes of all proceedings of Church meetings; and
 - iv) undertake regulatory and Queensland Baptist Union reporting; and
 - v) attend to other administrative functions as allocated by the elders.
- [f] The treasurer shall support the elders in financial oversight of the church by:
 - i) ensuring receipt, remittance, and accounting for all Church funds in discharging all liabilities; and
 - ii) reporting of a statement of accounts to the regular Church members meeting; and
 - iii) preparation of an annual operating budget; and
 - iv) prepare an end of financial year statement of receipts and payments duly audited by a qualified person, within six (6) months of the end of the financial year.

5) **DEACONS / MINISTRY COORDINATORS**

[a] Particular service to the Church shall be provided by deacons / ministry coordinators, who satisfy the qualifications set forth in 1 Timothy 3:8-13. Specifically, a deacon / ministry coordinator must:

- i) be a humble and godly person who has proven moral and spiritual character; and
- ii) possess particular gifts of service and have the capacity to serve so that the elders can commit themselves fully to the work of shepherding in the Church; and
- iii) have the ability to manage their own family in a Godly way.

[b] The role of a deacon / ministry coordinator is predominantly of an administrative nature and usually relates to serving the physical and practical needs of the church. Under the oversight of the elders who are accountable, the deacons / ministry coordinators shall be responsible for:

- i) administrative requirements of managing all risks and legal responsibilities of the Church and ensuring that requirements of the laws of the Commonwealth of Australia, and the laws of the State of Queensland, in relation to any regulatory policy are understood and implemented in the Church; and
- ii) ensuring areas of responsibility are carried out in alignment with the strategic direction and purpose of the Church (Section 2); and
- iii) assisting the treasurer in the management of the church finances in accordance with the church approved operational budget and preparation of an operational budget for next financial year; and
- iv) administering in accordance with appropriate project governance of capital projects, as approved by the members; and
- v) administration support for staff employment; and
- vi) administration and coordination support for the church ministries; and
- vii) identification of potential ministry needs of the church and recommendation of same to the church through the elders; and
- viii) such other roles or actions as required by the elders or the church from time to time.

[c] The deacons / ministry coordinators shall meet at least every two (2) months with the church treasurer and secretary to ensure the effective operation of the church and its ministries.

[d] As there will always be a wide range of ministries within the life of the Church, it is recognised that there will need to be the regular appointment of deacons / ministry coordinators.

- [e] A deacon / ministry coordinator shall be appointed for a period of two (2) years, and may be reappointed for further periods of two (2) years.
- [f] A deacon / ministry coordinator shall be an active member of the Church for at least twelve (12) months before being appointed, unless otherwise approved by the Church Members, and accountable to the Church membership through the elders.

6) **OTHER PAID STAFF**

- [a] Where it is considered necessary from time to time the Church may appoint other paid staff to assist in specific areas of ministry.
- [b] The appointment of such staff shall first come as a recommendation from the elders to the membership.
- [c] The specific role of such paid staff and proposed terms of remuneration shall be set forth in a motion to the membership before any such appointment shall take place.
- [d] An annual review of the responsibilities and effectiveness of all paid staff shall be conducted by at least two persons holding Church office positions with appropriate recommendations being brought where necessary to the members through the elders. At least one of the persons conducting the interview shall hold the Church office of administrator, secretary or treasurer.

7. ELECTIONS

- [a] The process for election of persons to Church offices shall be carried out according to the following principles:
- i) Substantial prayer, both individually and corporately, shall be an integral part of the election process; and
 - ii) Nominations shall proceed with the support of the elders; and
 - iii) All candidates for Church office shall be treated with the grace, kindness, and honesty appropriate in evaluating fellow members; and
 - iv) The election process shall express that spirit of mutual trust, openness, and loving consideration that is appropriate within the body of our Lord Jesus Christ.
- [b] The election of persons to Church offices shall be held as needed at regular Church members meetings. Two months prior to the election the elders will seek recommendations and involvement from the membership in the nomination process.
- [c] Names of nominees to serve as elders, administrator, secretary, treasurer, deacons / ministry coordinators, other paid staff, shall be presented by the elders and made known to the Church at least one month prior to voting.
- [d] Any member with reason to believe that a nominated candidate is unqualified for an office should express such concern to the elders. Members intending to speak in opposition to a candidate should express their objection to the elders as far in advance as possible before the relevant Church members meeting at which the Church votes on the candidates.
- [e] For a nominee to be elected they must be approved by not less than 75% of voting members present. Voting will be by secret ballot.
- [f] The persons elected shall assume their respective offices on being elected.
- [g] Any person appointed to an office or position can be dismissed from the office or position where misconduct dishonours the Lord Jesus and the Church, or where formal Church discipline is being undertaken. The process by which a person is to be removed from their position is upon the recommendation of the elders and not less than 75% of voting members present at a members meeting.

8. ADDITIONAL FINANCIAL REQUIREMENTS

- [a] Since the Church relies upon the freewill offerings of our members and adherents to support the various ministries, which are conducted on behalf of the fellowship, we expect all members to view regular giving to the work of God through the Church offering as a vital part of their service and worship to God.
- [b] We believe that the three (3) guiding principles for giving reflected in the New Testament are that each believer should give:
 - i) cheerfully as they have purposed in their hearts before God (2 Cor.9:7); and
 - ii) according to their means (1 Cor.16:2); and
 - iii) generously (2 Cor.9:6).
- [c] The treasurer shall prepare and submit through the elders annually a budget covering the anticipated needs for the exercise of the Church's ministries in the forthcoming year, which will then be presented to the members at a members meeting.
- [d] The elders shall reserve the right to refuse any donation or gift which comes from what they deem an unworthy source.
- [e] The Church shall be maintained primarily by voluntary contributions and gifts and shall accept such contributions and gifts for its own use under the following conditions:
 - i) The Church shall, unless it expressly agrees otherwise, restrict itself to accepting contributions and gifts which are free from any legal obligation to use the contribution or gift in a particular manner or for a particular purpose, and
 - ii) The Church shall notify Members and other persons or organisations contributing to the Church, that, unless the Church expressly agrees otherwise, any contributions or gifts to the Church shall be considered available for use in any activity of the Church consistent with the objects stated in this Constitution. In particular, although contributions or gifts designated for a particular purpose within the Church shall be treated with proper respect as suggestions or requests, they will not be treated as a legal obligation.
- [f] No financial appeals for outside projects shall be circulated by any person without first obtaining the approval of the elders. Any such fund-raising activity that is approved shall ensure that goods or services are provided for the funds contributed.
- [g] No portion of the assets and income of the Church shall be distributed to the members of the Church, except as genuine compensation for services rendered or expenses incurred.
- [h] The treasurer shall be authorised to open appropriate bank accounts in the name of City South Baptist Church as approved by the Church members. All bank transactions shall be authorised by two persons from among the appointed Church offices.

- [i] The Church financial year shall be from 1st July to 30th June.
- [j] An operational budget shall be approved by the majority of voting members present at a meeting within four (4) months after the end of the financial year. Prior to this approval and subject to the elders discretion, expenditure may continue at the prior year's level.
- [k] Audited financial reports from the previous financial year must be accepted by the majority of voting members present at a members meeting once per year. The elders are responsible for appointing a qualified independent person (i.e. not a Church member, appropriate auditing experience) to audit the Church's accounts. This audit should occur not more than six (6) months after the end of the financial year.

9. CHURCH PROPERTY

- [a] All Church property shall be vested in the Baptist Union of Queensland as trustee for the Church or in such other company for and on behalf of or as trustee for the Church as determined by the Church Members from time to time in accordance with this Section.
- [b] Further to clause [a] above, from time to time the Church Members may resolve by 75% of the members present to establish any other company, corporation, incorporated association or entity to hold property either as trustee or on behalf of the Church.
- [c] Property purchased and used by any ministry or committee of the Church shall be deemed the property of the Church.
- [d] All property purchases or alterations of a major nature, the encumbrance of the Church property by mortgage or lease, or the sale/exchange of the property shall be the subject of seven (7) days clear notice to all members, before being dealt with at a Church members meeting.
- [e] Any and all resolutions concerning the purchase, mortgage, lease, sale or any other dealings with any real property of the Church must be passed by 75% of the members of the Church present at a members meeting called for that purpose and for which sufficient notice has been given in accordance with the provisions of this Constitution.
- [f] For the avoidance of doubt, regardless of the entity which holds the property and regardless of the capacity in which that property is held, no entity is permitted to deal with any property in any way contemplated by clause [d] above without first obtaining the consent of the Church Members in accordance with this Section.
- [g] No Church premises or property shall be used for any other purpose than that of the Church, without the approval of the elders or their delegate after application through the secretary or administrator.

10. ALTERATIONS TO THE CONSTITUTION

The Constitution may not be altered, cancelled or added to, except by a 75% majority vote of the members present at a Special members meeting convened for the purpose, and of which meeting four (4) weeks previous notice shall have been given in writing to all members, setting out the proposed alterations.

11. DISSOLUTION

- [a] In the event that the elders of the Church determine that there is reasonable cause to dissolve the Church, the elders must call a special members meeting.
- [b] The elders must give proper notification about the intention to dissolve the Church and the reasons for this intention. The Church can only be dissolved where approved by not less than 75% of voting members present.
- [c] In the event of the Church being dissolved, all property, assets and monies which remain after such dissolution and the satisfaction of all debts and liabilities must not be paid to or distributed amongst the Members of the Church but shall be vested in the Baptist Union of Queensland or such other churches, charitable institutions or charitable trusts having charitable objects similar to the objects of the Church and whose constituent documents (howsoever described) prohibit the distribution of its or their income or property amongst its or their members to any extent at least as great as is imposed on the Church under this Constitution. Such churches, charitable institutions or charitable trusts are to be determined by the members of the Church at or before the time of dissolution and in default thereof by a Judge of the Supreme Court of the State of Queensland.



MEMBERSHIP COMMITMENT

PREAMBLE

The New Testament expects that Christians are committed members of a local church where they fellowship together in shared bonds of mutual accountability (1 Cor 12:12-27; Eph 2:19-22; Phil 2:1-11). Becoming a member is a living commitment that expresses a love for the Lord Jesus, as well as a desire to seek the good of the church family over self-interest.

Every person that becomes a member of City South Baptist Church makes a commitment to watch over and care for other members, and it is a commitment to be watched over and cared for by other members. The Membership Commitment outlines our expectations of one another and how we live together as a church.

COMMITMENT

Having been brought by God's grace to repentance and faith in the Lord Jesus Christ and with the help of the Holy Spirit, we joyfully make this Membership Commitment together.

- We will help one another to increasingly and passionately follow Jesus in every area of life so that together we might grow into his likeness.
- We will gather together regularly and pray for ourselves and others.
- We reject a spirit of individualism and will actively pursue a unity of the Spirit.
 - We will live together in love, putting the interests of one another first.
 - With love, humility and gentleness, we will bear with each other, forgive, encourage and build one another up.
 - We will speak the truth in love but not slander or gossip about one another and represent each other's beliefs accurately.
 - We will follow Scriptural instructions and confront one another about known problems, and love and pray for one another despite our differences.

- We willingly submit to one another and to godly authority, recognising that this is for our blessing. We recognise that Jesus, through His word, divinely gifts the Church with leaders for the good of the Church.
- We commit to supporting parents and working with them in raising children in the training and instruction of the Lord. We do this out of a sincere desire that their children will increasingly and passionately follow Jesus in every area of their lives.
- We will seek to live carefully in this world, denying ungodliness and worldly passions. We will strive to live self-controlled, upright and godly lives before our watching world, as we wait for our blessed hope, the appearing of the glory of our great God and Saviour Jesus Christ.
- We will make the name of the Lord Jesus known in our community, embracing the joyful responsibility to be faithful ambassadors for the kingdom of God. We will do this by gently yet faithfully proclaiming the gospel. We will also do this through loving example and by welcoming people into our lives as we practice hospitality.
- We will work together for biblically faithful ministry in the Church by supporting the preaching and teaching of the word of God, the administration of baptism and the Lord's Supper and the exercise of biblical church discipline.
- We will serve one another according to the Church's needs and our abilities. We will contribute cheerfully, generously and regularly to the support of the ministry, the expenses of the Church, the relief of the poor and the spread of the gospel throughout the world.
- We will, when we move from the Church, honour the Lord Jesus in the way we do so and as soon as possible unite with some other church where we can carry out the spirit of this commitment and the principles of God's Word.

May the grace of the Lord Jesus Christ, and the love of God, and the fellowship of the Holy Spirit be with us all. Amen.