

Christian Life Community Church
CONSTITUTION
under

“SOCIETY ACT”

“PURPOSE STATEMENT”

- (1) The Name of the Society is “Christian Life Community Church.”
- (2) The purposes of the Society are:
 - (a) To be a caring community of Christian believers who follow the leading of the Holy Spirit and reach out to our neighbours for Christ. “Live Your Greatest Life: Loving God, Loving People, Reaching the World.”
 - (b) To engage in educational and benevolent purposes reflecting the Church’s commitment to be “salt and light” in the world.
 - (c) To have the right to govern itself according to the standards of the New Testament Scriptures.
 - (d) To have the right to purchase, or acquire by gift, bequest or otherwise, whether directly or as trustee, and to own, hold in trust, use, sell, convey, mortgage, lease or otherwise deal in any real estate or chattels as may be necessary for the furtherance of its purpose; all in accordance with its Constitution or as the same may be hereafter modified or amended.
- (3) The operations of the Society are to be carried on at Creekside Centre, 35131 Straiton Road, Abbotsford British Columbia, and at such other campuses as shall be identified by such agreement as may be mutually approved by the Board of CLCC and the members associated with CLCC ministry at another location. The provisions of this paragraph are alterable.
- (4) In the event of a winding up of the Society, all of its remaining assets, after payment of liabilities, shall be distributed to the Pentecostal Assemblies of Canada for its continuing ministries. The provisions of this paragraph are unalterable.
- (5) The activities of this Society shall be carried on without purpose of gain for its partners, and any profits or other accretions to the organization shall be used solely to promote its objectives, in accordance with its constitution and by-laws or as the same may be hereafter modified or amended. The provisions of this paragraph are unalterable.

Christian Life Community Church
BY-LAWS

under

“SOCIETY ACT”

BY-LAW 1: TENETS OF FAITH

We believe that the Christian Scriptures are God’s final revelation and constitute our all-sufficient rule for faith and practice. This Church, by virtue of its affiliation with the Pentecostal Assemblies of Canada, shall accept the “Statement of Fundamental and Essential Truths” as approved by the Pentecostal Assemblies of Canada, and which is appended to these By-Laws.

BY-LAW II: ORDINANCES AND PRACTICES

SECTION 1: ORDINANCES

- (a) The ordinance of baptism by immersion in water shall be administered to all those who have repented of their sins, accepted the Lord Jesus Christ as Saviour, and give clear evidence of their salvation.
- (b) The ordinance of the Lord’s Supper shall be regularly observed as enjoined in the Scriptures.

SECTION 2: PRACTICES

- (a) Preaching, teaching, and application of the Christian Scriptures.
- (b) Dedication of children.
- (c) Prayer for the baptism with the Holy Spirit.
- (d) Prayer for the sick and those in need.
- (e) Christian marriage.
- (f) Christian burial of the dead.

BY-LAW III: PARTNERSHIP

SECTION 1

We are referring to the members of our society as partners. Persons desiring to become partners of CLCC shall give profession of faith in the Lord Jesus Christ as Saviour. They shall demonstrate compliance with Christian lifestyle practice and spiritual growth according to the fruit of the Spirit: "love, joy, peace, patience, kindness, goodness, faithfulness, gentleness and self-control" (Galatians 5:22, 23).

They shall refrain from "acts of the sinful nature: sexual immorality, impurity and debauchery, idolatry and witchcraft; hatred, discord, jealousy, fits of rage, selfish ambition, dissensions, factions and envy; drunkenness, orgies and the like" (Galatians 5:19-21). Sexual immorality shall be interpreted to mean common-law marital relationships, pre-marital and extra-marital sexual relationships, and all forms of homosexual and lesbian activity, along with the other practices deemed inexcusable for Christian conduct, and which place a person under God's judgment.

They shall indicate a desire to become partners of CLCC by: (1) living in harmony with this body of believers; (2) acknowledging that CLCC, as an affiliated PAOC church, has adopted the doctrinal standards as set forth in the PAOC Statement of Fundamental and Essential Truths; (3) accepting the doctrinal standards as set forth in the partnership covenant; (4) being regular financial supporters of CLCC, recognizing that CLCC approves the principle of tithing and; (5) attending CLCC regularly for a period of six months.

SECTION 2

Partnership shall be open to persons 18 years of age and over, who fulfill the requirements of By-Law 3, Section 1. Active partnership shall preclude active membership / partnership in any other church.

SECTION 3: Partnership Committee

A partnership committee composed of the Lead Pastor and the Leadership Council, in consultation with the Executive Pastor, shall receive applications for new partners, shall make investigation relating thereto as is deemed proper, and shall recommend for admission into the Assembly, those applicants who meet partnership requirements.

SECTION 4: Procedure for Application

(a) Application for partnership shall be received on a standard application form approved by the Lead Pastor and Leadership Council of Christian Life Community Church.

(b) Applicants who have been approved by the partnership committee will be publicly received into the Church.

(c) Members/Partners transferring from other churches must follow the standard application procedure for CLCC Partners.

SECTION 5: Termination of Partnership and Ceasing to be in Good Standing

(a) Grounds for termination and good standing of partnership at CLCC shall include any of the following:

1. Partnership at CLCC will be automatically terminated without a hearing when a partner voluntarily withdraws their partnership.
2. Absence from the regular services of the assembly for three consecutive months without valid reason, as confirmed by the Executive Pastor.
3. Any proven act of conduct which, in the opinion of the Leadership Council, after a full investigation of the evidence, may be regarded as immoral or unchristian.
4. The propagation of doctrines and practices contrary to those set forth in the CLCC Partnership Covenant.
5. Any act or action of a partner which, in the opinion of the Leadership Council, is the cause of serious discord or dissension, with or without malicious intent.
6. When, in the opinion of a majority of the members of the Leadership Council, disciplinary action should be taken against a partner of the church under the above paragraphs 3, 4, or 5, the partner in question shall be advised in writing, by registered letter, by the Secretary of the Leadership Council and a date set for a hearing before the Lead Pastor and the Leadership Council, to which the partner in question shall be invited to appear. A copy of the aforementioned letter must be sent to the District Superintendent. After due consideration of the evidence, at least a two-thirds majority vote by secret ballot shall be necessary to terminate partnership.

SECTION 6: Discipline

In the cases of discipline, the process outlined in Matthew 18:15-17 shall be

considered the guiding principle.

A. The Nature and Purposes of Discipline

Discipline is an exercise of scriptural authority for which the church is responsible. The goals of discipline are that God may be honoured, that the purity and welfare of the local assembly may be maintained, and that those under discipline may be brought to repentance and restoration.

Discipline is to be administered for the restoration of CLCC partners, while fully providing for the protection and advancement of the spiritual welfare of CLCC. It is to be redemptive in nature as well as corrective, and is to be exercised as under a dispensation of both justice and mercy. The following shall be proceeded with only after all other avenues of Christian counsel and brotherly admonition have been attempted.

B. Causes of Disciplinary Action

Disciplinary action will be deemed necessary when any proven act or conduct which, in the opinion of the Leadership Council, after a full investigation of the evidence, may be determined to be in contradiction of the terms as defined in By-Law 3, Section 1 of the Local Church Constitution. Causes for such action include but are not limited to:

1. Any moral failure involving sexual misconduct or sexual deviation (including, but not limited to adultery, homosexuality, incest, sexual assault, pornography, and improper contact with the opposite sex).
2. Any moral or ethical failure other than sexual misconduct or any conduct unbecoming to a CLCC partner (including, but not limited to deception, fraud, theft, and assault).
3. Any act or action of a CLCC partner which is the cause of serious discord or dissension, with or without malicious intent, (Romans 16:17, 18; Proverbs 6:19).
4. The propagation of doctrines and practices contrary to those set forth in the CLCC Partnership Covenant.

C. Initiative

1. Authority

Occasions sometimes arise which make it necessary to deal with partners who

have reached the place where, in the opinion of the Leadership Council, endorsement can no longer be given. The Leadership Council which has the authority to approve partnership, also has the right to withdraw their approval and to terminate partnership.

2. Leadership Council Responsibility

The Leadership Council is responsible to deal with allegations of misconduct according to the Local Church Constitution and By-Laws.

In the event that the Leadership Council finds itself compromised in any manner, or appearing to lack impartiality, it shall have the right to appoint a substitute committee to hear charges against a partner.

D. Statement of Conduct

Should a partner admit to, or confess to a wrong doing or misconduct to the Leadership Council, such as should require disciplinary action, then the Leadership Council shall exercise discretion as to the appropriate form of discipline.

E. Reports, Rumors or Complaints

Should there be reports, rumours or complaints, written or unwritten, which appear to be persistent, serious, becoming publicly known and posing a detriment to the testimony of the individual or CLCC, then the Lead Pastor shall use his/her judgment to discuss the matter with the partner being accused, always in the presence of a member of the Leadership Council. The Lead Pastor and Leadership Council member shall exercise their discretion as to whether or not to commence an official investigation.

F. Investigation of Reports or Complaints of Alleged Violations

Written and signed allegations of violations by a partner under Bylaw 3 Section 6B by shall be investigated. The Lead Pastor shall appoint two members of the Leadership Council to investigate the allegation, having in mind that it is their responsibility to safeguard the partner, CLCC, and the Pentecostal Assemblies of Canada.

The credibility of the allegations shall be determined as follows:

1. Signed written allegations shall be filed with the Lead Pastor and/or a member of the Leadership Council by the complainant(s) describing the alleged violations.

2. The person(s) making the allegation shall be interviewed in order to ascertain the facts in the case and the reasons underlying the allegation.
3. The accused person(s) shall be given an opportunity to be interviewed to discuss the allegation.
4. Should a partner, when presented with the allegations, acknowledge a wrong doing that requires disciplinary action, then the Lead Pastor or his/her designate shall report the acknowledgment of wrong doing to the Leadership Council who shall initiate appropriate disciplinary action and a restoration program.
5. Should the partner deny the allegations made, the investigators shall determine if the evidence merits a disciplinary hearing.
6. Where an accused partner serves in a leadership capacity at CLCC, such ministry may be restricted during the investigation at the discretion of the Lead Pastor.

G. Legal Charges

1. Where a partner has been legally charged under the Criminal code:
 - a. Ministry involvement may be subject to restriction during the time of the legal proceedings, at the discretion of the Leadership Council.
 - b. No disciplinary procedures will be pursued by CLCC until the legal proceedings, including appeal, have run their course.
 - c. A guilty verdict of a partner following the legal proceedings, including appeal, shall automatically precipitate disciplinary procedures by the Leadership Council.
 - d. Partners may be eligible for participation in a restoration program upon request for reconciliation.
2. Should the allegations against the partner be one of a violation which is required by law to be reported (including, but not limited to, offenses against minors) the Leadership Council shall report the accused to the appropriate legal authorities and delay their own investigation until the appropriate legal authorities have opportunity to investigate.

H. Preparation and Filing of Charges

Allegations shall only be investigated when they have been made in writing, dated and signed by the complainant.

If, after due investigation, it is determined that a disciplinary hearing should occur, charges should be filed with the Leadership Council.

The person against whom charges have been filed shall be informed by registered mail of the charges at least fifteen (15) days before being called before the Leadership Council for a disciplinary hearing. The hearing shall take place within forty (40) days of formal charges being delivered to the partner, or the entire proceeding shall be rescinded. A copy of the charges shall be sent to the District Superintendent. The said partner may be relieved immediately from his church involvement upon being notified of the charges.

I. Disposition of Allegations

1. If written allegations are made and signed, but the investigators conclude under the guidelines of the Local Church Constitution that no reason exists for a hearing, then the matter shall be dropped.
2. The Lead Pastor, or his/her appointee, may seek to counsel all parties involved and to bring to an end any continuation of rumours or conflicts related to the matter.
3. The complainant shall be informed in writing that the investigation has been concluded and the allegations dismissed.
4. There shall be no record of the investigation kept.
5. The partner shall be informed in writing that the investigation of the allegations has concluded and no charges have been laid.

J. Disciplinary Hearing

In the event the investigators find the charges merit a hearing they shall request the Lead Pastor to arrange for a disciplinary hearing by the Leadership Council for the accused partner. The partner shall be requested to appear at the hearing.

To ensure the ability of the hearing committee to render an impartial judgment, no member of the Leadership Council of CLCC may sit on the hearing committee when they have been party to the details of the investigation, or any event or incident related to the alleged offense.

The Lead Pastor may attend the hearing as an observer but shall not participate nor be present when a vote is taken in the decision as to guilt or innocence. His/her role is to be redemptive to all parties involved.

If the accused partner refuses to appear at the hearing to offer a defense, the hearing will proceed and the accused partner may be disciplined if found guilty of the charges preferred.

1. The Chair

A member of the hearing committee shall be appointed by the Lead Pastor to serve as chairperson.

The chairperson of the hearing committee along with the Lead Pastor shall prepare an agenda and arrange for all matters of the hearing.

The chairperson shall appoint a recording secretary from the membership of the hearing committee.

2. The Role of Investigators

a. The investigators shall bring a report to the hearing and offer evidence as discovered during the investigation procedures.

b. The investigators shall not participate nor be present when a vote is taken in the decision as to guilt or innocence.

c. No evidence or comment regarding the evidence shall be given by the investigators or accusers in the absence of the accused partner, unless he/she has failed to, or has refused to, appear at the hearing.

3. Partner Support:

The partner accused shall have the right to have a church partner of CLCC present for support but not as an active participant in the hearing process. The supporting person may be the spouse of the accused church member.

Legal counsel shall not be present for either side at the hearing.

4. The agenda and proceedings shall provide sufficient opportunity to the complainant and complaine to speak, offer evidence, cross examine, present witnesses, and to make a summation statement. It will be the role of the hearing committee to question and make inquiry of the participants and to seek to have all the facts, evidence and testimony duly presented and examined to ensure an

objective decision.

5. The verdict shall be made by secret ballot in the absence of investigators, the complainant, and their supporting church partner, if present, and the complaine. A two-thirds majority vote shall be required to determine guilt.

6. If it has been determined that guilt has been established, discipline shall be administered prayerfully and in the fear of God, in accordance with the Scriptures and as set forth in the Local Church Constitution and By-Laws.

7. Announcement of the Verdict

a. The verdict shall be communicated to the Lead Pastor and placed in the minutes of the Leadership Council. If the verdict is one of guilt, then the minutes of the hearing and any other relevant documents shall be maintained in a confidential file until the disciplinary process has been completed.

b. The Lead Pastor shall communicate the verdict in writing to the partner (complainee) and the complainant within five (5) days of the decision of the hearing committee.

c. If a guilty verdict is reached, the partner shall be informed in writing of the right and process of appeal.

d. If the verdict is one of not guilty, then no record of the hearing shall be maintained.

K. Discipline

A partner who has been found guilty of violating or who has confessed in writing to having violated any of the principles set forth in the Local Church Constitution and By-Laws, shall be subject to disciplinary action by the Leadership Council. Said discipline shall be administered in brotherly love and kindness. The Leadership Council shall weigh decisions on the basis of the offense itself.

A partner who has confessed to, or been found guilty of, the charges may have his / her partnership placed on probation or suspended.

A partner who refuses to enter the restoration program and does not complete the same shall have his/her partnership terminated.

L. Right of Appeal

The partner shall have the right of appeal. The purpose of the appeal is to examine the process and the judgment rendered. Any appeal of the decision by the hearing committee must be made in writing within thirty (30) days of receiving the decision of the committee to the secretary of the Leadership Council. The Leadership Council shall request the District Superintendent to appoint a committee to hear the appeal. The appeal will be heard within sixty (60) days of receiving the written request for an appeal.

The accused person will be present at this appeal, but if he/she neglects or refuses to attend the hearing, it may proceed in his/her absence. The decision of this appeal committee will be final.

The decision of the appeal committee will be communicated in writing to the partner by the chairperson of the appeal committee within five (5) days of the appeal hearing.

Legal counsel shall not be present for either side at the appeal hearing, nor in any investigative or disciplinary hearings provided for in these By-Laws.

M. Restoration

In the event a partner, who has been found guilty of an offense, shows repentance and indicates a desire for continued fellowship with CLCC, the Leadership Council shall determine an appropriate restoration program which would have in view the completion of a suspension period or the reinstatement of partnership as applicable.

The program of restoration shall be administered in brotherly love and kindness.

The restoration program may include limitations of ministry involvement during the term of restoration.

N. Reinstatement of Partnership

Persons who have had their partnership suspended and have successfully completed the restoration program may apply for reinstatement of partnership by communicating their request to the secretary of the Leadership Council.

O. Waiver of Claim

Notwithstanding the provisions hereinbefore contained, partnership renewal at CLCC shall be issued upon the condition that the suspension of the partner and withdrawal of their partnership in the manner herein provided shall not give the

suspended partner cause for legal action against the pastor(s) or any partner taking part in the suspension proceedings; and the acceptance of the renewal of partnership at CLCC shall be evidence of a waiver by the partner of all rights of action, causes of action, and all claims and demands against CLCC or any member or officer of The Pentecostal Assemblies of Canada by virtue of suspension proceedings and withdrawal of partnership at CLCC under the foregoing provision.

BY-LAW IV: OFFICERS

SECTION 1

The officers of this church shall be a Lead Pastor, Leadership Council Members, and such other officers as may be determined by the Leadership Council from time to time. All elected or appointed officers shall be required to be partners.

SECTION 2: The Lead Pastor: Appointment and Call

(a) Nominations: When a Lead Pastoral vacancy occurs, partners have a right to make suggestions by letter to the Leadership Council concerning applicants. However, the Leadership Council, after consultation with the District Superintendent, will have the right to present names to the congregation for the purpose of extending a call. A retiring Lead Pastor in good standing will have the right to recommend to the Leadership Council a successor.

(b) Qualifications: The Lead Pastor must be one who holds Credentials with the Pentecostal Assemblies of Canada, or one whom the BC District Executive Officers of the Pentecostal Assemblies of Canada approve.

(c) Appointment: A call shall be extended to a Lead Pastor when he/she receives a two-thirds majority vote of the ballots cast at a congregational meeting duly convened for that purpose.

(d) Duties: The Lead Pastor shall be considered the spiritual overseer of the Assembly and shall direct all of its activities. He/she shall arrange for all special meetings, Missionary conventions or Revival campaigns. He/she shall act as Chairman of all the general business meetings of CLCC, and of the Leadership Council. He/she shall be ex-officio member of all committees and departments. He/she shall provide for all the services of the Assembly, and no person shall be invited to speak or preach in CLCC without his/her approval. No congregational or leadership council meeting shall be held in his/her absence, without his/her written authorization.

(e) Resignation: The Lead Pastor may resign by giving one month's written notice

to the Leadership Council by a letter addressed to the Secretary of the Leadership Council. He/she must also immediately notify the District Superintendent of his/her resignation.

(f) Vacancy: When the pastorate becomes vacant the District Superintendent, in consultation with the Leadership Council, shall be empowered to act in full legal capacity of the Lead Pastor and shall arrange to supply the pulpit with a suitable ministry until such time as a Lead Pastor has been installed.

(g) Removal: The Lead Pastor may be removed in the following manner:

1. When difficulties have arisen between the Lead Pastor and the Assembly which do not involve his credentials but only his position as Lead Pastor and which apparently cannot be resolved at the local level, the Lead Pastor, the Leadership Council or a quorum consisting of not fewer than 40% of the partners of CLCC, shall have the right to appeal to the District executive.

The refusal of a pastor to call a meeting of the Leadership Council to discuss the problem, when requested by a majority of the Leadership Council, shall constitute the Leadership Council's right to appeal to the District executive.

If a satisfactory settlement cannot be reached, the District Superintendent shall call a congregational meeting, to be presided over by himself or his authorized representative.

Should there be a call for a vote of confidence a two-thirds majority vote of the members present shall be required to remove the Lead Pastor. In such an event, the Leadership Council shall determine an appropriate severance package up to a maximum of three month's salary.

2. Charges in matters involving his/her right to hold Pentecostal Assemblies of Canada credentials, his/her morality, integrity or doctrinal soundness must be made to the District Executive in writing, and properly signed by one who is willing to appear in person and give testimony concerning the charges. Charges brought against a credential holder shall be dealt with according to provisions made in the General Constitution and By-Laws of the Pentecostal Assemblies of Canada.

3. In the event that ministry is restricted by the District Superintendent as a result of a Lead Pastor being charged under the Criminal Code of Canada, he/she may continue to receive remuneration for a maximum of three months.

SECTION 3

There shall be provision for the appointment of additional pastoral staff in the Church. These pastors are to be approved by the Lead Pastor, in consultation with the Executive Pastor and departmental leaders.

SECTION 4: The Leadership Council

(a) The Leadership Council shall consist of the Lead Pastor, Executive Pastor and not fewer than six partners (four elected , two appointed). Each CLCC campus will be represented by at least one attending partner from that campus. If more Leadership Council members are required, the exact number and the resolution authorizing the same must be duly recorded in the church minutes. The lay members of the Leadership Council shall be elected or appointed in accordance with the resolution of the Church. Provision is hereby made for the Lead Pastor in consultation with the elected Leadership Council members to appoint two additional members. The Lead Pastor shall act as chairman of the Leadership Council. Where no Pastor holds appointment, the Leadership Council in consultation with the District Superintendent, may elect one of its members to act as chairman.

(b) Qualifications: The Leadership Council shall be composed of partners with the necessary Scriptural qualifications of deacons: persons of good report, sound Christian character, and good business judgment and filled with the Holy Spirit according to Acts 2:4.

(c) Duties: The Leadership Council is chosen to serve the Church and, therefore, shall act in an advisory capacity with the Lead Pastor in matters pertaining to Christian Life Community Church and its spiritual life and financial affairs. They shall act in the examination of application for partnership, and also in the administration of the discipline of the Assembly.

A majority present in any meeting of the Leadership Council shall constitute a quorum, provided that all the members have been notified to be present.

It shall be the duty of the Leadership Council to see that the Lead Pastor and any employees of the Church are adequately remunerated, taking into consideration the cost of living and the Assembly's financial ability. The Leadership Council shall conduct an annual salary review of all church employees.

A majority of the Leadership Council shall have the right to ask the Lead Pastor to convene an official Leadership Council meeting. Where there is need for trustees, the Leadership Council shall have its members act in that capacity.

The Leadership Council with the Lead Pastor shall meet monthly for the transaction of the routine business of CLCC, the time and place to be announced by

the Lead Pastor.

(d) Term of Office:

(1) The term of office of all lay partners of the Leadership Council shall be for three years. After a lay partner has served for six consecutive years, he/she will not be considered eligible for re-election for a period of one year.

(2) Termination: Membership on the Leadership Council shall cease if any Leadership Council member, during the term of his/her office shall resign, move away, cease to be a partner of the congregation or be disqualified according to By-Law 3, Section 6, of these By-Laws. Provision is hereby made for the Lead Pastor in consultation with the remaining members of the Leadership Council to appoint a successor until the next annual congregational business meeting.

(e) Conflict of Interest

A conflict of interest exists where a person or group stands to obtain personal benefit in the outcome of a determination.

Every person who is in any way directly or indirectly interested or stands to gain any future or existing contract, transaction, employment or arrangement with the congregation, or any business of any kind whatsoever concerning departments, salaries or allowances including family, business, employer/employee relationship with anyone directly or indirectly affected by any transaction or decision, shall fully disclose the nature or extent of his /her possible conflict of interest at the beginning of the presentation of such contract, transaction or arrangement at the meeting where such discussion or decision takes place. Said person with conflict of interest is not permitted to discuss or vote on the area of conflict of interest at the beginning or at any point of the presentation of such contract, transaction or arrangement at the meeting where such discussion or decision takes place. A declaration of conflict of interest must be noted in the Minutes of the meeting including the name of the person with the conflict of interest. It should further be noted in the Minutes that the said person left the meeting during the discussion and voting on the area of conflict, and returned (if applicable) to the meeting when said area of conflict of interest was completed.

Any staff member who may be present by invitation, shall absent themselves from all discussion and voting when their individual salaries and allowances review is being considered.

Exception to the conflict of interest rule may be made in a congregational meeting held for the transaction of business which would allow said person or group to attend the meeting but not participate in discussion or voting.

In the event that a person who may appear to have a conflict of interest does not voluntarily announce same, it is the right of another person to raise the question of possible conflict of interest and to request that the matter of conflict of interest be put to a vote of the partners who are not involved as to the conflict of interest issue to decide if there is, in fact, a conflict or to table it for a determination as to the extent of the conflict of interest. Discussion, outcome and determination are to be noted in the Minutes of the meeting.

SECTION 5: The Secretary and Treasurer

(a) Qualifications

They shall be capable of performing such clerical duties as their office requires, and shall be appointed annually by the Leadership Council and shall be one of its own members.

(b) Duties: The Leadership Council Secretary

The Leadership Council Secretary shall be custodian of the records of the various meetings of the Leadership Council and shall be one of its own members.

(c) Duties: The Treasurer

The Treasurer shall be the custodian of the general funds of the CLCC, and these funds shall be deposited in a registered financial institution in the name of the CLCC, and shall disburse such funds as authorized by the Leadership Council. He/she shall keep or cause to be kept an accurate record of accounts. He/she shall present a financial statement at the annual congregational business meeting and at any other time when requested to do so by the Leadership Council. His/her books shall be audited /reviewed in accordance with the B.C. Societies Act by an auditor selected by the Leadership Council and ratified by the congregation.

BY-LAW V: ELECTIONS AND BUSINESS MEETINGS

SECTION 1: The Annual Congregational Business Meeting

The annual congregational business meeting shall be held in February or March. Said meeting shall be announced in the public services and given in writing 14 days immediately prior to said congregational business meeting. The fiscal year shall end on December 31st.

SECTION 2: Special Business meetings may be called by:

- (a) The Lead Pastor after consultation with the Leadership Council.
- (b) The Secretary of the Leadership Council upon written order of the majority of the Leadership Council after consultation with the Lead Pastor.
- (c) By letter signed by no less than ten percent of the partners of CLCC. This letter must be addressed to the Lead Pastor or Secretary of the Leadership Council. (Note: The purpose and date of such meeting shall be announced in at least one service, and given in writing 14 days immediately prior to date of said meeting.)

SECTION 3: Nominating Committee

Prior to the annual congregational business meeting the Leadership Council shall be responsible for appointing a nominating committee. The nominating committee, shall conduct their search for Leadership Council Members, and will also accept recommendations for candidates from CLCC partners not less than thirty days in advance of the congregational business meeting. Before approaching the nominee, the nominating committee will endeavour to ascertain if the proposed candidate meets all the qualifications as outlined by Bylaw IV Section Four. Nominators will be advised only to the extent that the nomination was accepted or declined.

The slate of nominations for election to the Leadership Council shall be publicly posted and read in two Sunday Services immediately prior to the said congregational business meeting.

SECTION 4: Voting / Ratification

All the elected officers of CLCC except the Lead Pastor, shall be elected by a simple majority of all the votes cast at the annual congregational business meeting.

The appointed officers will be ratified through recognition at a regular Sunday morning service.

When the congregation is voting on business matters, a definite voting bar shall be made between those who are partners in good standing and therefore entitled to vote and those who are visitors or former partners who are not so entitled. A partner wishing to challenge the right of another to vote may do so. In the event of such a challenge, the partnership roster shall govern.

SECTION 5: Appointed Offices

It shall be the duty of the new Leadership Council to fill all appointed offices for the ensuing year without delay.

SECTION 6: New Business

It shall be the responsibility of partners who wish to present new business to the annual congregational business meeting to prepare and sign the resolution and present it to the Leadership Council seven (7) days prior to the said meeting.

SECTION 7: Order of Business

The regular order of business for the annual congregational business meeting of CLCC may be as follows:

1. Devotional.
2. Approval of previous minutes.
3. Report of Treasurer.
4. Report of Committees.
5. Unfinished business.
6. Election of officers.
7. New Business.
8. Adjournment.

SECTION 8: Quorum

Thirty percent (30%) of partners shall be required to constitute a quorum.

BY-LAW VI: PROPERTY

All real estate owned by CLCC shall be held by Christian Life Community Church in its corporate name or in trust with the Pentecostal Assemblies of Canada.

In the matter of acquiring and disposing of any real property of CLCC, the Leadership Council is empowered to negotiate on behalf of the church. The actual acquisition or disposal of real property will be decided by a two-thirds majority vote of a quorum of the congregation at a duly called annual congregational business meeting or a special business meeting subject to By-Law V Section 1 & 2.

BY-LAW VII: BORROWING POWERS

For the purpose of carrying out its objects, the Leadership Council may borrow or raise or secure payment of money in such manner as it thinks fit, and in particular by the issue of debentures, but none of these powers shall be exercised except in accordance with the provisions of the By-Laws of the CLCC and debentures shall not be issued without the sanction of a special resolution of the partners of CLCC.

The Leadership Council shall have power to borrow, on behalf of the CLCC, money it deems necessary, provided a majority of the Leadership Council are in agreement. If the amount to be borrowed exceeds one-half of the previous year's annual income, approval must be obtained from the District executive and by a three quarters majority vote of a duly called annual business meeting or a Special business meeting subject to By-Law V Section 1 and 2.

BY-LAW VIII: DEPARTMENTS

All Departments of CLCC shall be responsible to the Lead Pastor and the Leadership Council.

BY-LAW IX: MEETINGS

The time and place of the regular church services shall be determined by the Lead Pastor and Leadership Council.

BY-LAW X: SEAL

The Seal of the Society shall be in the custody of the Secretary of the Leadership Council or Lead Pastor, they shall have the right to affix same to any and all documents requiring the use of same, when so authorized by the Leadership Council.

BY-LAW XI: RESPONSIBILITIES OF AFFILIATION

SECTION 1

Accepting our responsibilities under the Great Commission of the Lord Jesus Christ as stated in Matthew 28 and Mark 16, CLCC shall support the Missionary program of the Pentecostal Assemblies of Canada.

SECTION 2

The Minister's Pension Fund is a vital obligation of our Fellowship, in that it makes provision for our retired Missionaries and Ministers, their wives and orphans, and CLCC recognizes its share of this responsibility.

SECTION 3

Acknowledging the important services rendered to Christian Life Community Church by the National and District Offices of the Pentecostal Assemblies of Canada, CLCC, therefore, accepts the principle of supporting the administrative costs of the National and District offices of the Pentecostal Assemblies of Canada and will endeavour to forward 10 per cent of its general fund offerings to the District office at regular intervals to assist with administrative costs.

SECTION 4

CLCC assumes the responsibilities of paying the moving expenses of an incoming Lead Pastor, and the Lead Pastor's expenses incidental to attending the District and General Conferences.

BY-LAW XII: AMENDMENTS TO BY-LAWS

This Constitution and By-Laws may be altered or amended by a special resolution as provided in the Societies Act, at any annual congregational business meeting of Christian Life Community Church or at any special congregational business meeting duly called for that specific purpose, provided that a copy of the proposed amendment has been presented in writing to the Leadership Council and to the District Superintendent at least thirty days before the date of the business meeting, and providing that notice of said proposed amendment shall have been given in writing 14 days in advance of the meeting and in the announcements of the said business meetings.

A copy of the proposed amendment or amendments shall be available to any partner between the time of announcement and the time of the congregational business meeting, on application to the Church Secretary. An amendment, to be adopted, shall require a seventy-five percent majority of a quorum of the congregation present and voting at the meeting. Any changes in By-Laws shall come into effect when filed and registered with the Registrar of Companies.