

The Constitution of Blacktown Chinese Christian Church Incorporated

The Constitution of Blacktown Chinese Christian Church
Incorporated is in compliance with Schedule 1 of the
Associations Incorporation Act 2009 No.7 as revised on Jan 13,
2023.

Date: :

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1. Name

The name of the Church is “Blacktown Chinese Christian Church Incorporated” (hereinafter called The Church).

2. Objectives

- 2.1. To advance Christ's Kingdom by spreading the gospel of our Lord Jesus Christ through education of the congregation in the Scriptures, through Christian services and witness; and through cooperation with other churches of the same faith in evangelism and mission at home and overseas.
- 2.2. To teach Christians the Biblical truth in the knowledge of God and principles for Christian living that they can be fully equipped to witness Christ.
- 2.3. To lead Christians to worship God in spirit and truth through regular Church services.
- 2.4. To promote Christian fellowship in love and service among fellow believers.
- 2.5. To glorify God and promote the Christian faith in the community.
- 2.6. To provide regular religious services for its members/congregants.
- 2.7. To provide opportunities for spiritual growth, education, and fellowship among its members/congregants.
- 2.8. To provide pastoral care, counselling, and other forms of support to its members/congregants.
- 2.9. To engage in evangelistic activities and outreach programs to reach out to the wider community.
- 2.10. To collaborate with other churches, organizations, and institutions with similar objectives.

3. Statement of Faith

Blacktown Chinese Christian Church Inc. is an inter-denominational church whose Statement of Faith, based on the Apostles' Creed, mirrors that of the Chinese Christians Congress of World Evangelism as follows:

- 3.1. We believe the Holy Scripture, both Old and New Testaments, is the inspired Word of God, the complete revelation of His will for the salvation of men, and the Divine and final authority for Christian faith and life.
- 3.2. We believe in the one, true and living God, eternally existing in three persons – Father, Son and Holy Spirit.
- 3.3. We believe in God and the Son, Jesus Christ, true God and true man, conceived of the Holy Spirit and born of the Virgin Mary. He died on the cross and shed His blood as an atonement for the sins of men, and was raised bodily from the dead. He ascended into heaven. He will return imminently and personally according to His promise.
- 3.4. We believe in the Holy Spirit, the Third Person of the Godhead, who is of one substance, equal in power, and co-existent with the Father and the Son. His ministry is to convict men, to regenerate the believing sinners, and to indwell and empower the believers for godly living and service.
- 3.5. We believe that man was created in the image and the likeness of God, but in Adam all men have fallen into sin, and as sinners men are in need of God's salvation.
- 3.6. We believe that penitent sinners are regenerated solely by God's grace and justified through faith in Jesus Christ alone.

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- 3.7. We believe that there shall be a bodily resurrection of the just to eternal life, and of the unjust to eternal punishment.
- 3.8. We believe that the church is one body, consisting of those regenerated by the Spirit of God, and of which Christ is the Head, expressing itself in worship, fellowship, evangelism, and service.

4. Powers in General

- 4.1. To minister to people in need in the community and the world as an expression of Christian love.
- 4.2. To take part in the carrying out, establishment, construction, maintenance, improvement, management, or superintendence of churches, chapels, hospitals, social services centres and stations for religious and benevolent purposes.
- 4.3. To establish and carry on school or schools where students may obtain a sound religious and general education, and to provide for the delivery and holding of lectures, exhibitions, meetings, classes, and conferences calculated directly or indirectly to advance the teaching and doctrines of the Gospel and education.
- 4.4. To hold meetings, lectures, classes, conferences, exhibitions for the furtherance of religion, education, social welfare or arts.
- 4.5. To issue, print, publish, distribute and sell books, periodicals and other publications for the furtherance of religion, education, social welfare or arts.
- 4.6. To purchase, take on lease or in exchange, hire or otherwise acquire any real and personal estate, which may be deemed necessary or convenient for any of the purposes of the Church.
- 4.7. To construct, maintain, and alter any houses, buildings, or works, which belong to the Church, necessary or convenient for the purposes of the Church.
- 4.8. To grant, sell, convey, assign, surrender exchange, partition, yield up, mortgage, demise, reassign, transfer or otherwise dispose of any lands, buildings, messuages, tenements, mortgages, debentures, funds, shares, or securities which are for the time being vested in or belonging to or may hereafter acquire by the Church upon such terms as the Church may be deem fit, for any of the purposes of the Church.
- 4.9. To borrow any money or moneys required for the purpose of the Church upon such terms including payment of interest thereon and on such securities as may be determined by the Members of the Church and allowed by law.
- 4.10. To lend money to such persons, organizations or institutions for the furtherance of religion, education, social welfare or arts on such terms as may be determined by the Members of the Church and allowed by law.
- 4.11. To do all such things as are incidental or conclusive to the attainment of the above powers.

5. Income and Property

- 5.1. The Church shall operate on a non-profit basis. The income and property of the Church, whensoever derived, shall be applied solely towards the promotion of the objects of the Church as set forth herein; and

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no portion thereof shall be paid or transferred directly, by way of dividend, bonus, or otherwise howsoever by way of profit, to the Members of the Church.

- 5.2. Provided that nothing herein shall prevent the payment, in good faith, of reasonable and proper remuneration to any officer or servant of the Church, or to any Member of the Church, in return for any service actually rendered to the Church, nor prevent the payment of interest at the current rate per annum on money lent or reasonable and proper rent for premises demised or let by any Member of the Church. No remuneration or other benefit in money or money's worth shall be given by the Church to any Deacon or any member of the then Governing Body except repayment of out-of-pocket expenses and interest at the rate aforesaid on money lent or reasonable and proper rent for premises demised or let to the Church provided that the provision last aforesaid shall not apply to any payment to any company of which a Deacon or any member of the then Governing Body may be a member in which such member shall not hold more than one-hundredth part of the capital, and such member shall not be bound to account for any share of profits he may receive in respect of any such payment.
- 5.3. Despite clause 5.2 above, the Church may, from time to time, give gratitude gift, presents, condolence money and/or financial aid in case of hardship to its deacons or members, for an equivalent sum of not more than AUD5,000 per person per year.
- 5.4. The Church shall rely on the financial contributions of its members, donations, and other sources of revenue to support its activities and programs.
- 5.5. The funds of the Church shall be used in pursuance of the objectives of the Church in such a manner as the Deacon Board determines.
- 5.6. The accounts must be audited by an independent auditor who is not an employee of the church and in accordance with the Australian Law whenever and wherever applicable.

6. Winding Up

If upon the winding up of the Church there remains after satisfaction of all its debts and liabilities any property whatsoever, the same shall not be paid to or distributed among the Members of the Church, but shall be given or transferred to some other reformed denominational church(s) having objects similar to the objects of the Church, and which shall prohibit the distribution of its or their income and property amongst its or their members to an extent at least as great as is imposed on the Church under or by virtue of clause 5 hereof.

Such major reformed denominational church(s) to be determined by the members of the Church before the time of dissolution, or in default thereof by such court in Australia as may have or acquire jurisdiction in the matter and if and so far as effect cannot be given to the aforesaid provision then to some charitable associations with objects approved by Members of the Church.

7. Ceremony

7.1. Sacraments

The Church provides for baptism and Holy Communion in accordance with the Scriptures and it is to be performed by a Minister or a Pastor approved by the Senior Minister.

7.1.1. Baptism

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Those who are certain of their salvation and actively attend the Church's Sunday worship services for over 6 months or those under special approval by the Senior Minister of the Church can receive baptism after faith assessment. Normally, a person must be 16 years of age or over before he is eligible to be baptized. Where it is not feasible to carry out baptism in the form of immersion, baptism in the form of effusion shall be acceptable.

- “He who believes and is baptized will be saved; but he who does not believe will be condemned.” (Mark 16:16)
- “And Peter said to them, ‘Repent, and be baptized every one of you in the name of Jesus Christ for the forgiveness of your sins; and you shall receive the gift of the Holy Spirit.’” (Acts 2:38)
- “Do you not know that all of us who have been baptized into Christ Jesus were baptized into his death? We were buried therefore with him by baptism into death, so that as Christ was raised from the dead by the glory of the Father, we too might walk in the newness of life.” (Romans 6:3-4)

7.1.1.1. Infant Baptism

The church may hold an infant baptism for those infants whose parents are believers of God and determined to bring up their children according to the Scriptures. However, the infant is required to perform a Confirmation Ceremony (Refer to 7.3.3 below) to commit to Christ when the infant has reached the age of 16 or over.

7.2. Holy Communion

Those who have been baptized at the age of 16 or over in this Church or baptized in other churches holding the same beliefs as the Church can take the Holy Communion according to the Scriptures.

- “And he took bread, and when he had given thanks, he broke it and gave it to them, saying, ‘This is my body which is given for you. Do this in remembrance of me.’ And likewise the cup after supper, saying, ‘This cup which is poured out for you is the new covenant in my blood.’” (Luke 22:19 20)
- “For I received from the Lord what I also delivered to you, that the Lord Jesus on the night when he was betrayed took bread, and when he had given thanks, he broke it, and said, ‘This is my body which is for you. Do this in remembrance of me.’ In the same way also the cup, after supper, saying, ‘This cup is the new covenant in my blood. Do this, as often as you drink it, in remembrance of me.’ For as often as you eat this bread and drink the cup, you proclaim the Lord's death until he comes. Whoever, therefore, eats the bread or drinks the cup of the Lord in an unworthy manner will be guilty of profaning the body and the blood of the Lord. Let a man examine himself, and so eat of the bread and drink of the cup. For anyone who eats and drinks without discerning the body eats and drinks judgment upon himself.” (1 Corinthians 11:23-29)

7.3. Other Ceremonies

It is to be performed by a minister or a pastor approved by the Senior Minister.

7.3.1. Wedding Ceremony

In accordance with the Scriptures, the Church respects the marriage system of one man and one woman, which is set up by God. The ceremony may be held in the Church provided that:

- A. both parties are Members of the Church; or
- B. either party is a Member of the Church and the other party has been baptized and holds the same beliefs as the Church; or

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- C. both parties are not Members of the Church but have been baptized and hold the same beliefs as the Church and apply to use the Church for holding the ceremony.
 - D. Minister/pastor (see Note 1 below) may hold a wedding ceremony if either party is or both parties are unbaptised provided they both promise to allow the preaching of the Gospel in the wedding ceremony. However, the pastor/minister will not give an official blessing in the name of our Trinity God.
 - E. All applications for wedding ceremonies to be held at the Church shall be made to the Minister or the Pastor and Board of Deacon, three months prior to the ceremony. Once the application is approved and after counselling by the Minister or the Pastor, a notice will be published in the Church for three weeks. If no one objects, the ceremony will then be held.
- The Lord God said, 'It is not good for man to be alone. I will make a helper suitable for him.' Now the Lord God had formed out of the ground all the beasts of the field and all the birds of the air. He brought them to the man to see what he would name them; and whatever the man called each living creature, that was its name. So the man gave names to all the livestock, the birds of the air and all the beasts of the field. But for Adam no suitable helper was found. So the Lord God caused the man to fall into a deep sleep; and while he was sleeping, he took one of the man's ribs and closed up the place with flesh. Then the Lord God made a woman from the rib he had taken out of the man, and he brought her to the man. The man said, 'This is now bone of my bones and flesh of my flesh; she shall be called "woman" for she was taken out of man.' For this reason a man will leave his father and mother and "be united to his wife, and they will become one flesh. The man and his wife were both naked, and they felt no shame." (Genesis 2:18 25)
 - "He answered, "Have you not read that he who made them from the beginning made them male and female, and said, "For this reason a man shall leave his father and mother and be joined to his wife, and the two shall become one." So they are no longer two but one. What therefore God has joined together, let not man put asunder.'" (Matthew 19:4-6)

7.3.2. Funeral

- A. The Church shall hold a funeral for a Member of the Church who dies.
- B. Upon application by a Member of the Church and subject to the approval of the Deacons Board, the Church shall hold a funeral for a relative of a Member of the Church when that relative dies (a relative refers to father, mother, brother, sister, son, daughter, husband or wife).
- C. The Minister may hold a funeral service if the deceased is not a Christian provided family members of the deceased agree to allow the preaching of the gospel during the funeral service in a setting approved by the Minister/Pastor.

7.3.3. Confirmation Ceremony

- A. Confirmation is an important step in the journey of faith in which a person publicly confirms his/her faith and commitment to the Christian faith, as it signifies a personal decision to commit oneself to following Christ and to participate fully in the life of the Church and also to deepen the relationship with God.
- B. It is opened to anyone who was baptized before the age of 16 and wishes to confirm his/her faith. The candidate is to receive instruction in the Christian faith and participate in a period of preparation and discernment.

7.3.4. Infant Dedication

Children are gifts from God and parents have a responsibility to raise them in the fear and admonition of our Lord (Ephesians 6:4). It is a ceremony in which parents or guardians present their infant in the church, seeking God's blessing, guidance and protection for the child. Parents may be required to attend a class where

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available or meeting to learn about the significance and responsibilities of infant dedication and to make a commitment to raise the child in the Christian faith.

Note 1

The terms "minister" and "pastor" can sometimes be used interchangeably, but they can also refer to different roles within a church context. Thus sometimes, admittedly, confusing.

In general, a minister is someone who is ordained or licensed to perform religious functions within a church or other religious community. This can include preaching, leading worship services, performing sacraments or other religious rites, providing pastoral care to members of the congregation, and overseeing the day-to-day operations of the church.

A pastor, on the other hand, is a specific type of minister who is responsible for the spiritual leadership and pastoral care of a particular congregation. Duties include but not limited to preaching, teaching, leading worship services and providing counselling.

In some Christian traditions, the term "pastor" is used specifically to refer to the leader of a local congregation, while other terms such as "priest" or "minister" might be used more broadly to refer to anyone who is ordained or licensed to perform religious functions. However, these distinctions can vary depending on the specific denomination or church.

8. Memberships

8.1. Qualifications

A person is a Member of the Church if:

- A. one is baptized in the Church (except infant baptism); or
- B. one has been baptized in other churches holding the same beliefs as the Church and has actively participate in the church's Sunday worship and services for more than 6 months and agreed to abide by the Statement of Faith and Objectives of the Church fully.
- C. New member's application and confirmation procedures: Applicants fill out the "Membership Application Form" and submit it to the Deacon Board for approval.

8.2. Types of Memberships

- A. Active Member - Full membership with voting rights. Must have attended a minimum of 14 full Sunday worship services of the Church within the last 6 months and committed to attend the Church service in the future.
- B. Non-active Member - without voting rights. Have not attended minimum 14 full Sunday worship services of the Church within the last 6 months. After 2 years, one will automatically become an associate member.
- C. Associate member - No voting rights. Child/children of members as well as those who have received infant baptism or baptism with special consideration or those whose status is transferred from (ii) above. The change of Associate member to full membership requires the approval from the Deacon Board.
- D. Honorary member - No voting rights. For those who have served at and left the Church as Minister or Pastor.

- 8.3. The Minister and the Deacon Board jointly reserves the right to refuse membership or terminate membership for any person who violates the Church's statement of faith, moral principles, or engages in behaviour that is detrimental to the Church's objectives.

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In case of dispute, the appealed party shall provide evidence of compliance of meeting the above captioned requirements. The decision of the Minister and Deacon Board is final.

8.4. Transfer of Membership

Any transfer of Membership (in either direction) shall be handled by the Deacons Board. In the case of a transfer into the Church, the transferor cannot retain his/her membership in any Australian churches, but overseas membership can be retained.

8.5. Termination of Memberships

Membership of the Church will cease if he/she:

- A. has been absent from regular Sunday worship of the Church for 52 consecutive weeks without a valid reason, his/her Membership shall be terminated by approval at a General Meeting and he/she shall be notified in writing of such termination. or
- B. dies; or
- C. resigns Membership: members may resign by notifying the Deacon Board in writing, upon receipt of such written notice, termination of membership will take effect immediately, or
- D. is expelled from the Church, or
- E. if a member becomes a member of other churches in Australia, the membership of this church will be cancelled.

8.6. Membership Entitlements Not Transferable

A right, privilege or obligation which a person has by reason of being a Member of the Church:

- A. is not capable of being transferred or transmitted to another person; and
- B. terminates on cessation of the person's Membership.

8.7. Register of Members

The Public Officer of the Church must establish and maintain a Register of Members of the Church specifying the name and address of each person who is a Member of the Church together with the date on which the person became a member.

The Register of Members must be kept at the principal of administration of the Church and must be open for inspection under the Privacy Act 1988 in Australia, free of charge, by any Member of the Church at any reasonable hour.

8.8. Fee and Membership

No fees are required on admission to Membership of the Church.

8.9. Members' Liabilities

A Member of the Church is not liable to contribute towards the payment of the debts and liabilities of the Church or the costs, charges and expenses of the winding up of the Church, in respect of his Membership of the Church.

9. Disciplining of Members

If a Member of the Church should by speech or by act, behave contrary to the Scriptures or to the Statement of Faith and Objectives of the Church, he shall be stopped immediately from serving the Holy Communion, and all his rights in the Church shall be suspended.

Where, after the Minister or the Pastor and the Deacons Board have implored to change his course and given maximum three warnings:

- A. if he/she repents and corrects his behaviour, his serving of the Holy Communion and his rights as a Member of the Church shall be resumed after half a year's scrutiny and upon the approval from the Minister and the Deacon Board.
 - B. if he/she continues to indulge in such wrongful act(s), his or her membership shall be terminated by approval at a General Meeting or a Special Meeting, in which the members present are to vote by secret ballot.
 - C. The disciplined Member may apply to the independent Committee of Appeal which shall be nominated by the Deacon Board and shall consist of at least 3 ministers and / or pastors of such churches other than the Church. The result of the appeal shall be announced at a General Meeting or Special meeting and where appropriate, the Committee of Appeal may recommend at said Meeting only to resume the Membership of the disciplined Member. Upon such recommendation, the Membership of the disciplined Member shall be resumed.
- “You are to deliver this man to Satan for the destruction of the flesh, that his spirit may be saved on the day of the Lord Jesus.” (I Corinthians 5: 5)

10. Appointment and Duty of Minister & Pastor

- 10.1. The call for a Minister/ Pastor and the terms and conditions of office shall be determined by the Deacon Board. The call for Minister/Pastor shall be approved at a General Meeting.
- 10.2. The Minister or Pastor shall be the spiritual leader of the Church and shall shepherd the flock in accordance with the Scriptures and the Statement of Faith and Objectives of the Church.
- 10.3. The Minister or Pastor shall perform the Sacraments and other services as set out in this Constitution.

11. Meetings

There shall be a minimum of an Annual General Meeting (AGM) and a half-yearly General Meeting (GM) every year.

11.1. Annual General Meeting (AGM)

- 11.1.1. With the exception of the first Annual General Meeting, the dates of which shall be fixed by the Deacon Board. A 3-week notice in advance must be given via Bulletin of the Sunday Service announcing, amongst others, the venue, date, time of the Meeting and the nature of the business proposed to be transacted at the meeting.
- 11.1.2. The Church must hold its first Annual General Meeting within the period of 18 months after its incorporation under the Associations Incorporation Act 1984; and within the period of 6 months after the expiration of the first financial year of the Church.

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- 11.1.3. Save for the first Annual General Meeting, the Church must convene an Annual General Meeting of its Members under the requirements of Australian Laws.
- 11.1.4. The business of an AGM is to include, but not limited to, the following:
 - A. to receive and approve the Annual Financial Statements &/or auditor's report as required by the Act.
The current financial year of the association is from July 1st to June 30th of the next year.
 - B. to receive reports from the Deacon Board of activities of the last financial year.
 - C. to elect officer bearers including Deacon(s), Public Officer, where appropriate.
 - D. Appointment of the auditor.
 - E. Any other business that is relevant to the operation of the Church.
- 11.1.5. No business other than the agenda in the notice convening a General Meeting is to be transacted at the Meeting.
- 11.1.6. Any member who wishes to bring up any business for the General Meeting must give 3-week written notice to the Deacon Board who shall consider the appropriateness of the intended business. The decision of the Deacon Board is a finalised decision.

11.2. General Meeting (GM)

- 11.2.1. A GM can be used to confirm the decisions that will affect the welfare of all members of the church including, but not limited to, the appointment of a pastor, election of deacon(s), change of constitution etc.
- 11.2.2. The Treasurer will submit a half-yearly financial report at the half-yearly General Meeting.
- 11.2.3. No business other than the agenda in the notice convening a General Meeting is to be transacted at the Meeting.
- 11.2.4. Any member who wishes to bring up any business for the General Meeting must give 3-week written notice to the Deacon Board who shall consider the appropriateness of the intended business. The decision of the Deacon Board is final.
- 11.2.5. A 3-week notice in advance must be given via Bulletin of the Sunday Service announcing, amongst others, the venue, date, time of the Meeting and the nature of the business proposed to be transacted at the meeting.

11.3. Special General Meeting

- 11.3.1. The Deacon Board may, whenever it thinks fit, convene a Special General Meeting of the Church.
- 11.3.2. The Deacon Board must, on the requisition in writing of at least 30% of the total number of Active Members, convene a Special General Meeting of the Church.
- 11.3.3. A requisition of Members for a Special General Meeting:
 - A. must state the purpose(s) of the Meeting; and
 - B. must be named and signed by the Members making the requisition; and
 - C. must be lodged with the Deacon Board; and
 - D. may consist of several documents in a similar form, each signed by one or more of the Members making the requisition.

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- 11.3.4. In case the Deacon Board does not organize a Special General Meeting within six weeks from the date when a requisition for the meeting was submitted to them by the Members, any of the Members who made the requisition, alone or with others, may convene a Special General Meeting by providing a three-week notice in advance, after the Deacon Board fails to organize the meeting.
 - 11.3.5. A Special Meeting convened by a member or members as referred to in clause 11.3.4 above must be convened in the same manner as General Meetings is convened by the Deacon Board.
 - 11.3.6. The notice of meeting and its details are advised through the Bulletin of the Sunday Service 3 weeks in advance with the venue, date, time of the Meeting, and the nature of the business proposed to be transacted at the meeting.
 - 11.3.7. At the Meeting, only the business that has been specified in the notice convening a General Meeting may be transacted, and no other business shall be discussed or conducted.
- 11.4. Emergency General Meeting
- 11.4.1. It is used only for matters of great emergency only and while a Special meeting cannot be held due to time constraints.
 - 11.4.2. A minimum of a 3-day notice is required.
 - 11.4.3. It can only be called by the Deacon Board or at the request of at least 30% of the number of Active Members.
 - 11.4.4. Other than 11.4.2. above, the meeting format and procedure shall be the same as a General Meeting.
 - 11.4.5. The chairperson shall be the Senior Minister or any active members appointed by the chairperson. If no one is appointed, the active members present will vote for a chairperson with 51% majority votes.
 - 11.4.6. The motion(s) passed in such a meeting is final.
- 11.5. Quorum
- 11.5.1. For a General Meeting to be valid, a quorum of no less than 50% of the total number of Active Members of the Church is required.
 - 11.5.2. The vote of an Active member who is absent from the meeting is considered valid and will be counted towards the total number of attendees, provided that the member has submitted an Absent Note.
 - 11.5.3. If within half an hour after the appointed time for the Commencement of a GM or AGM a quorum is not present, the Meeting:
 - A. if convened on requisition of Members, is to be dissolved; and
 - B. in any other case, is to stand adjourned to the same day in the following week at the same time.
 - 11.5.4. If at the adjourned Meeting, a quorum is not present within half an hour after the time appointed for the commencement of the Meeting, the Members present (being at 30%) is to constitute a quorum.
 - 11.5.5. The chairman of a GM or AGM at which a quorum is present may, with the consent of the majority of Members present at the Meeting, adjourn the Meeting from time to time and from place to place, but no business is to be transacted at an adjourned Meeting other than the business left unfinished at the Meeting at which the adjournment took place.

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- 11.5.6. If a GM or AGM is adjourned for 14 days or more, the Deacon Board must give written notice of the adjourned Meeting by means of the Sunday Bulletin of the Church stating the place, date and time of the Meeting and the nature of the business to be transacted at the Meeting.
 - 11.5.7. Except as provided in clauses (d) and (e), notice of an adjournment of a General Meeting or of the business to be transacted at an adjourned Meeting is not required to be given.
- 11.6. The Chairperson of a GM/AGM
- By default shall be the Chief Minister/Pastor or a Deacon appointed by the Minister/Pastor, or an active member who shall be appointed by the Deacon Board in the absence of Minister/Pastor.
- 11.7. Voting Methods
- 11.7.1. Only Active Members are entitled to vote.
 - 11.7.2. Votes at meetings of the Church shall be conducted by a show of hands, unless a request for an alternative voting method has been approved in advance. A motion shall be approved if it receives the support of 65% of the Active Members present at the meeting. The voting result needs to be announced by the chairman that the motion is approved or opposed, and recorded in the minutes of the meeting.
 - 11.7.3. Invalid votes (e.g., blank votes or out-of-spec ballots, etc.) shall not be counted as part of the total votes cast.
 - 11.7.4. Once a motion is passed by a majority vote, no further questions shall be entertained.
 - 11.7.5. Questions related to the motion may only be asked for the purpose of seeking clarification or correction of typographical errors.
 - 11.7.6. Any other business shall be raised during the 3-week notice period prior to the meeting.
 - 11.7.8. At a GM or AGM of the church, each member is allowed to cast only one vote on any questions that may arise.
 - 11.7.9. Every vote must be cast either in person or in writing.
 - 11.7.10. If the result of the voting at GM or AGM is only one vote difference to reach a majority of votes in favour or against, the chairperson of the meeting has the right to cast an additional vote.
 - 11.7.11. Each Member may exercise their voting right by submitting a written notice indicating their preference on the matter to be decided at the Meeting, in the event that they have a valid reason for their absence. The notice must be submitted to the Polling Administrator at least 2 hours prior to the scheduled time of the Meeting.

12. Deacon Board

- 12.1. Members of the Deacon Board and their terms of office

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- 12.1.1. The Church shall be governed by a Deacon Board (hereinafter referred to as "the Board"), consisting of at least 4 elected members and not more than 10 elected members. If the minimum number of elected members is not reached, a temporary management board will be formed by the retiring Deacon Board, of which the management board has the same power as the Deacon Board.
 - 12.1.2. The ministers and pastors shall be members of the Deacon Board by default.
 - 12.1.3. A Member of the Church needs to be 25 years of age or over before he/she is eligible for election as Deacon.
 - 12.1.4. Deacons shall hold office for a term of two years, and shall continue in office if re-elected, provided that no Deacon shall hold office for more than four years in succession. After one year of rest, the Member shall be eligible to be re-elected as a Deacon.
 - 12.1.5. The Church can inform the Deacon Board if they find that any Deacon should by speech or by act, behave contrary to the Scripture or to the Statement of Faith and Objectives of the Church. Where, after the Deacon Board reviewed the fact and found that it is true and he/she shall cease to be a Deacon in writing.
 - 12.1.6. In an Emergency Meeting, the Church has the power to remove the entire Deacon Board by passing a resolution if their behaviour contradicts the Scripture or the Statement of Faith and Objectives of the Church.
- 12.2. Deacon Nomination Procedure
- 12.2.1. Any active member may be nominated to the position of Deacon Board member by Church active member or by the current Deacon Board.
 - 12.2.2. The current Deacon Board has the right and full authority to shortlist the nominee(s), with a minimum 75% approval rating, for the Deacon Board election to be held in a General Meeting or Annual General Meeting.
 - 12.2.3. In said meetings, a minimum of 65% of total votes is required to approve any nominee(s) to successfully become member(s) of the Deacon Board.
- 12.3. Duties and authority of the Deacon Board
- 12.3.1. The Deacon Board shall have the authority to make decisions and implement policies regarding the Church's activities, programs, and finances.
 - 12.3.2. The Deacon Board shall nominate a senior pastor for approval in GM.
 - 12.3.3. The Deacon Board shall appoint other staff members and volunteers as needed to support the Church's programs and activities.
 - 12.3.4. The Deacon Board shall hold regular meetings, and decisions shall be made by a simple majority vote. In case of a tie, the senior minister/pastor shall cast an additional vote.
 - 12.3.5. To manage the affairs of the Church in general and to answer all inquiries raised by the Members of the Church.
 - 12.3.6. To maintain and manage all kinds of properties owned by the Church.
 - 12.3.7. To approve the resignation of a Deacon due to sickness or other causes.

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12.4. A deacon is ceased in any of the following circumstances:

- 12.4.1. Death;
- 12.4.2. Ceases to be an Active Member of the Church;
- 12.4.3. Becomes an insolvent under administration within the meaning of the Corporations Law;
- 12.4.4. Resigns from office with notice in writing, specifying the effective date, given to the Deacon Board;
- 12.4.5. Being removed from the Church;
- 12.4.6. Becomes mentally incapacitated;
- 12.4.7. Being absent, without written consent of the Deacon Board, from all Deacon Board meetings for a period of 3 months consecutively.

12.5. Duties and responsibilities of Treasurer

- 12.5.1. including donations, expenditures, and budgeting.
- 12.5.2. Banking: Managing the church's bank accounts, including making deposits, withdrawals, and reconciling bank statements.
- 12.5.3. Budgeting: Working with the church leadership to develop a budget and ensure that expenses are within the budgetary guidelines.
- 12.5.4. Reporting: Providing regular financial reports to the church leadership and congregation, including financial statements, budget updates, and other financial information as needed.
- 12.5.5. Tax compliance: Ensuring that the church complies with all tax regulations and filings, including 990 forms and payroll taxes.
- 12.5.6. Fundraising: Helping to organize and oversee fundraising efforts to support the church's ministry and programs.
- 12.5.7. Stewardship: Encouraging and promoting financial stewardship among the congregation, including tithing and charitable giving.
- 12.5.8. Communication: Communicating regularly with the church leadership and congregation regarding financial matters and answering any questions or concerns they may have.
- 12.5.9. The treasurer will oversee all financial matters, including fund management and accounting and will present reports on financial activities at monthly Deacon Board meetings and ensure that audited financial statements are published in both the General Meeting (GM) and Annual General Meeting (AGM).
- 12.5.10. Recommend potential service members related to financial management to the Deacon Board and establish a clear financial management system. Any service members related to financial management must be appointed by the consent of a majority of deacons.

13. Others

- 13.1. Where a person is involved in an issue under discussion at a meeting of the Deacon Board or of the Members and where it is considered appropriate by half of the number of those present thereat, such person may be asked to leave the meeting.
- 13.2. (a) The Church must affect and maintain insurance as required by Law. and (b) In addition to the aforementioned insurance, the Church may affect and maintain other insurance.
- 13.3. Except as otherwise provided by these rules, the public officer (shall be an active member who is nominated by the current Deacon Board) shall keep in his/her custody or under his/her control all records, books and other documents relating to the Church.
- 13.4. The records, books and other documents of the Church shall be open to inspection according to the Privacy Act, free of charge, by an active member of the Church at any reasonable hour.
- 13.5. Any difficulties in relation to the interpretation of this Constitution or any issue not covered by this Constitution shall be handled by the Deacon Board according to the Scriptures and in such manner as the Deacon Board may consider appropriate. The decision of the Deacon Board shall be final.
- 13.6. The Chinese translation of this Constitution is for reference only. Any ambiguity arises in the Chinese version must be referred to the English authorized version.
- 13.7. From time to time, amendments to the Constitution may be necessary to adapt to changing circumstances or to address gaps in the existing provisions. Hence, the Deacon Board has the authority to initiate amendments to the Constitution whenever need arises. Any proposed amendments must be approved by a General Meeting (GM) or Annual General Meeting and a minimum of 75% of active members presented at the meeting must approve any proposed changes. This requirement serves as a safeguard against arbitrary or unjustified alterations to the Constitution that may not be in the best interests of the church.

However, this revised Constitution shall only take effect for the Church if ACNC has received and accepted the amendment.

This Constitution is amended and approved at a General Meeting on (date) and supersedes all previous versions.