
Constitution of Melville Baptist Church, Inc.

Index

1. Name
2. Objects
3. By-laws
4. Members
5. Church Council
6. Pastors
7. Elders
8. Deacons
9. Finances and Records
10. Members Meeting
11. Use of Church name
12. Disputes
13. Winding up of the Church
14. Constitution

Constitution of Melville Baptist Church, Inc.

1. **NAME**

The name of the Church is Melville Baptist Church, Inc.

2. **OBJECTS**

2.1 The objects of the Church shall be:

- a. to love and glorify the Triune God;
- b. to proclaim the Gospel of Jesus Christ, and to advance the proclamation of the Gospel throughout the world, making disciples and baptising them in the name of the Father and of the Son and of the Holy Spirit, teaching them to observe all things commanded by God;
- c. to continue steadfastly in the apostles' doctrine and fellowship, in the breaking of bread, and in prayers;
- d. to love one another and our neighbour as ourselves;
- e. to declare the whole counsel of God as revealed in the Holy Scriptures and to be ready to give a defence to everyone who asks us a reason for the hope that is in us;
- f. to be salt and light in the world, and to let our light so shine before people that they see our good works and glorify our Father in heaven;
- g. to equip the saints for the work of ministry, for the edifying of the Body of Christ;
- h. to be holy and obedient to the commandments of God;
- i. to minister to the needy.

2.2 The property and income of the Church shall be applied solely towards the promotion of the Objects of the Church and no part of that property or income may be paid or otherwise distributed, directly or indirectly, to members of the Church, except in good faith in the promotion of those Objects.

3. **BY-LAWS**

3.1 The Members have the power to make alter or rescind any by-laws that they consider to be necessary for the effective administration of the Church, provided that no by-law is inconsistent with the Constitution.

3.2 There must be a by-law that documents the Basis of Faith and Practice for the Church. For this by-law, no alteration to the Basis of Faith and Practice shall be made except by the vote of three quarters of the Members present at a Special Members' Meeting convened for this purpose, and of which three months' notice of motion(s) shall have been given in writing to Members.

3.3 Other by-laws may be established, altered or rescinded by the vote of three quarters of the members present at any Members Meeting.

4. **MEMBERS**

4.1 Eligibility

Normally only those persons who have accepted Jesus Christ the Son of God, as their personal Lord and Saviour, and have been baptised by immersion as a confession of faith in Him shall be eligible for membership of the Church.

In any exceptional cases where exemption from baptism by immersion is requested the Members must give their approval.

4.2 Application

Any person who has attained the age of 18 years desiring membership of the Church shall apply to the Church Council. The Church Council shall appoint two visitors to interview the candidate. The interviewers shall enquire as to the candidate's testimony. The candidate also shall be asked if they

- agree with the Basis of Faith and Practice
- accept membership responsibilities
- consent to work harmoniously with the Church
- agree to abide by its Constitution.

The interviewers shall report to a following Members' Meeting. Candidates shall then be elected on the vote of not less than two-thirds of the members present.

4.3 Privileges and obligations of membership

Members are expected to acknowledge the Lordship of Christ in their personal lives, to submit to His Word, to progress in grace, holiness and the knowledge of God, to support the regular Sunday services, the mid-week meetings and the Members' Meetings, to be present at the Lord's Table, to discuss the confidential business of the Church only within its membership, to support the missionary activities of the Church, and to pray for and cooperate whole-heartedly with their fellow-members in the work and witness of the Church as a whole.

4.4 Register of Members

A register of Church Members shall be kept by the secretary of the Church. No name may be removed except after proper enquiry by the Church Council and upon the vote of two-thirds of the Members present. Notice of removal shall be given to the Member concerned before such action is taken. Candidates for removal shall include but not be limited to:

- a. Any Member who has indicated an intention to permanently leave the Church or has permanently relocated and has not forwarded a letter of resignation within six months of departure.
- b. Any Member who no longer submits to the Constitution of the Church or no longer agrees with the Basis of Faith and Practice.
- c. Any Member who is guilty of persistent conduct deemed to be inconsistent with a Christian life.

4.5 Discipline

The primary aim of discipline is restoration.

The Pastors/Elders may take action in cases of minor discipline. However, they or the person concerned may take the matter to a Members' Meeting.

Cases appearing to require the exercise of discipline by the Church shall be investigated by Pastors/Elders who shall make their recommendations to a Members' Meeting.

When there is only one Pastor/Elder the Church Council will act with the Pastor/Elder. In the case of the discipline of a Pastor/Elder the Church Council will be involved.

5. **CHURCH COUNCIL**

5.1 The affairs of the Church will be managed by the Church Council which consists of all Pastors, Elders and Deacons.

5.2 One of the Church Council members shall be elected by Church Members to be Chairperson, one Deacon shall be elected by Church Members to be Secretary and one Deacon shall be elected by Church Members to be Treasurer. These elections shall occur at the last Member's Meeting of the Calendar year.

5.3 Church Council members must be aware of, and comply with, their responsibilities as members of the governing body of an Association.

5.4 The Church Council shall meet at least every two months, and the quorum for a meeting is one-half the membership of the Church Council (or the nearest number above one-half)

5.5 The functions of the Church Council shall include:

- a. Consideration of the business and finances of the Church.
- b. Management and maintenance of the Church property.
- c. Executive action in matters delegated to it by a motion passed at a Member's Meeting, and in any emergency that may arise.
- d. Expenditure of an amount not greater than that determined at the Annual General Meeting.

5.6 The Secretary shall keep minutes of the Church Council meetings.

6. **PASTORS**

6.1 Responsibility and Number

The Pastor(s) and Elders will share the spiritual oversight of the Church.
The number of Pastors shall be determined at a Members' Meeting.

6.2 Eligibility

Pastors shall meet the requirements of members (clause 4) and Elders (clause 7), and on induction shall be received into membership.

6.3 Calling and Removal, Voting Thereon

Pastors shall be elected or removed upon a three-quarters majority vote by secret ballot of the members present at a Members' Meeting of which written notice shall be given to all members not less than two weeks before such meeting and of which notice shall also be given at the services on the two Sundays preceding, the purpose of such meeting to be clearly indicated.

6.4 Procedure in the Calling of a New Pastor

Any Church Member desiring to make recommendation concerning the calling of a Pastor shall submit the name in writing to the Church Council for discussion within the Council. Should more than one name be submitted, discussion shall continue within the Council until agreement is reached regarding the approach to one name. The Council may then communicate privately with this nominee to ascertain whether he would be willing to allow his name to be placed before the Members. Should he be willing, the Council's recommendation shall be submitted to the Members, only one name before the Members at any one time. In the event of an adverse vote or the call to the pastor not being acceptable, the former procedure shall be engaged until successful. The counsel of the Advisory Board of the Baptist Union of Western Australia may at any time be sought by the Council in the matter of the calling of a pastor.

Matters relating to a Pastor shall not be discussed by any Member with any person who is not a Member of the Church or of the said Advisory Board, until such time as settlement has been reached or a call accepted.

6.5 Procedure on the Expiry of the Term of a Pastor.

No later than six months before the expiry of the term of a Pastor, the Church Council (excluding the Pastor concerned) shall communicate privately with the Pastor to ascertain whether he wishes his name to be placed before the Members for consideration for a further term. If the Pastor does wish his name to be placed before the Members for consideration for a further term, a Members' Meeting shall be called for that purpose. Such a meeting shall occur no later than three months before the expiry of the term and procedures for election and notice shall be as in sub-clause 6.3.

The Church Council (excluding the Pastor concerned) may bring to such a meeting its recommendation concerning a further term, provided that the recommendation is finalised and disclosed to the Pastor concerned prior to the calling of the meeting.

6.6 Procedure in the Removal of a Pastor

No Pastor shall be removed from office unless on the recommendation of a three-quarters majority of the Church Council to a Members' Meeting duly constituted in accordance with clause 6.3. The Church Council may secure the counsel of the Advisory Board of the Baptist Union of Western Australia in the matter of the proposed removal of a Pastor. A request for the reconsideration of a Pastor may be made to the Secretary, by a letter signed by at least 20% of the members.

6.7 Termination

In the event of a termination three months notice shall be given by either party, unless mutually agreed otherwise.

7. **ELDERS**

7.1 Responsibility and Number

The Pastor(s) and Elders will share the spiritual oversight of the Church. The number of Elders shall be determined at a Members' Meeting.

7.2 Eligibility

Any male Member who affirms the Basis of Faith and Practice and fulfils as closely as possible the requirements of 1 Timothy 3 and Titus 1 shall be eligible for nomination as an Elder.

7.3 Term of Office

Elders shall serve for a period of three years. Retiring Elders will be eligible for renewal of call at any Members' Meeting.

7.4 Procedure in the calling of an elder

Elders shall be elected upon a three-quarters majority vote by secret ballot of the members present at a Members' Meeting of which written notice shall be given to all members not less than two weeks before such meeting and of which notice shall also be given at the services on the two Sundays preceding, the purpose of such meeting to be clearly indicated.

Any Church Member, desiring to make recommendation concerning the calling of an Elder shall submit the name in writing to the Church Council for discussion within the Council. The Church Council may then communicate privately with this nominee to ascertain whether he would be willing to allow his name to be placed before the

Members. Should he be willing, the Church Council's recommendation shall be submitted to the Members.

7.5 Removal

At any time 20% of the membership may in writing submit a request to the Secretary for a review of an Elder's appointment, each member involved being required to sign the letter. The secretary shall subsequently call a meeting of Members at which a vote of three-quarters of members present and entitled to vote shall be required to carry any motion to remove an Elder from office.

8. **DEACONS**

8.1 Number

The number of Deacons shall be determined at a Members' Meeting.

8.2 Eligibility

Any Member who affirms the Basis of Faith and Practice and fulfils as closely as possible the requirements of 1 Tim 3 shall be eligible for the office of deacon.

8.3 Term of Office

Election shall be for a period of 2 years and retiring Deacons shall be eligible for re-election upon nomination as provided.

8.4 Election

Deacons shall be elected upon a simple majority vote by secret ballot of the Members present and at the last Members' Meeting in the calendar year. Nominations may be submitted by any Member, and must be in writing, must bear the written consent of the nominee, and must be in the hands of the Church Secretary by the morning of the third Sunday preceding the Members' Meeting at which elections are to take place. Election shall be by secret ballot. Appointees will take up their appointments at the commencement of the new calendar year.

8.5 Vacancies

When there are less than the agreed number of Deacons, an election may take place at a Members' Meeting subject otherwise to the same conditions; but the elected Deacon shall hold office only until the second Annual General Meeting after their election.

8.6 Removal

At any time 20% of the membership, may in writing submit a request to the Secretary for review of a Deacon's appointment, each Member involved being required to sign the letter. The Secretary shall subsequently call a meeting of Members at which a vote of two-thirds of members present shall be required to carry any motion to remove a Deacon from office.

9. **FINANCE AND RECORDS**

9.1 Definition of "Group"

In clause 9 "group" shall mean any group, fellowship, society, Sunday School, club, auxiliary organisation or activity which is operated by the Church.

All rules, programs and syllabuses of groups if requested, shall be submitted to the Church Council before being published, circulated or performed and a copy filed for record with the Secretary.

9.2 Financial Statements

A statement of receipts and payments and supplementary schedules shall be presented by the Treasurer to the Church Council not less than once a quarter. Such statements shall be subsequently submitted to the Members' Meeting. Groups shall record details of receipts and payments and shall submit a quarterly financial report to the Treasurer for inclusion in Church financial records and reports.

The financial year for the Church shall start on January 1st.

9.3 Budget

An annual budget of estimated receipts and expenditure for the ensuing year shall also be submitted by the Treasurer to the members at the last quarterly Members' Meeting of the calendar year.

9.4 Funding

All expenditure of the Church and its groups shall be funded by freewill offerings or gifts, unless funded as in sub-clauses 9.5 or 9.6. Each Member shall be expected to contribute regularly according to ability. Funding may occur through a loan approved by the Members which is repaid by freewill offering or gifts or by funds received as in sub-clause 9.6.

9.5 Charging of Fees

Groups may charge fees to cover the cost of outings, food, consumables, and other items specifically approved by the Members. Fees shall be set with the objective of covering costs and not to return a profit. Any excess of receipts over expenses shall normally be retained by the group for contribution to future costs of outings, food, consumables, and other items specifically approved by the Members. In special

circumstances, the Members may direct a group to disburse part or all of its balance of funds in a particular manner which is consistent with the objects of the Church. This shall be the case when a group ceases operation.

9.6 Acceptance of Grants

Excluding investment income, receipt of any financial contribution or grant of land, materials or labour which is not a freewill offering or gift must be approved by three quarters of the members present at a Members' Meeting of which written notice shall be given to all members not less than two weeks before such meeting, the purpose of such meeting to be clearly indicated. The Church shall not accept such contribution or grant if receipt involves conferral of a legal right on an organisation or individual to direct the affairs or operation of the Church.

9.7 Expenditure of Funds

A decision to purchase goods or services or to provide a monetary gift using the funds of the Church or any of its groups shall only be taken by:

- a. a Members' Meeting; or
- b. an individual or individuals specifically directed by a Members' Meeting; or
- c. a committee which has been delegated authority by a Members' Meeting to expend funds as the committee sees fit, within limits specified by the Members' Meeting; or
- d. the committee of a group, appointed by a Members' Meeting, expending collected fees as per sub-clause 9.5; or
- e. the Church Council, as per sub-clause 5.5 (d).

Each such decision shall require a majority of those concerned. Except in (b), such decisions shall not be taken by a single person or solely by members of the same family. Where just one person constitutes a committee referred to by (c) or (d), such decisions shall be taken jointly by that person and the Treasurer.

9.8 Payment of Members and Christian Attenders

Members, and professing Christian non-members who attend worship meetings at the Church, shall not be paid a consideration for duties carried out for the Church or any of its groups unless specifically approved by a Members' Meeting.

9.9 Ownership and Disposal of Assets

All assets purchased by the Church or its groups shall be the property of the Church. Sale or disposal of any item of Church property shall only occur after approval by a Members' Meeting.

9.10 Property

No land or building shall be bought, sold, disposed of or mortgaged in any way, without a three quarters majority vote of those present at a Special Members' Meeting. Written notice shall be given to all members not less than two weeks before such meeting and of which notice shall also be given at the services on the two Sundays preceding, the purpose of such meeting to be clearly indicated.

The proceeds, or pledge or other encumbrance shall be applied and devoted in such a manner as the Church may deem best fitted to secure the furtherance of the Objects of the Church.

9.11 Audit

An auditor may be appointed by a majority vote at a Members Meeting.

9.12 Custody of Records

The Treasurer shall be the custodian of Church financial records and documents. The Secretary shall be the custodian of other Church records and documents, including the Church Constitution, Membership Register, minutes of meetings and correspondence.

9.13 Access to Records

Upon the request of a Member, Church records and documents shall be made available at a reasonable time for the inspection of the Member and the Member may make a copy of or take an extract from the record or document and shall have no right to remove the record or document for that purpose.

10. **MEMBERS' MEETINGS**

10.1 Frequency

Members' Meetings of the Church shall be held at least every three months after two weeks notice. Other meetings may be called by the Church Council or by the Members' Meeting after due notice, or by the Secretary when requested in writing by 20% of the membership and held after one weeks' notice.

10.2 Notice

Notice of every Members' Meeting shall be given at the public services.

10.3 Quorum

One quarter of the members, including at least one member of the Church Council, shall form a quorum at any Members' Meeting.

10.4 Chairperson

A Pastor or other member of the Church Council shall be elected chairperson, by the Members, of any Members' Meeting.

10.5 Voting

-
- a. Majority: At any duly constituted Members' Meeting, motions or propositions shall, unless otherwise provided for, be decided by a majority of the Members present, and such decision shall be binding and conclusive on all Members of the Church.
 - b. Show of Hands; Ballot: Such vote shall be by show of hands unless the Chairperson shall direct or the meeting shall decide that it be by secret ballot, whereupon two scrutineers shall be appointed to act and report.

10.6 Annual General Meeting

The Annual General Meeting shall be held during the month of February or as otherwise arranged by the Members. The business shall include reports by the Pastors/Elders, Deacons, Treasurer and other department leaders, and the presentation of the financial statements for the year ending December 31st preceding.

10.7 Minutes

The Secretary shall keep minutes of the Members Meetings.

11. **USE OF CHURCH NAME**

No organisation shall use the name of the Church without the approval of the Church Council.

12. **DISPUTES**

12.1 Disputes may arise under these rules:

- a. between Members (or former Members); or
- b. between one or more Members and the Church

The principles of the Lord's Words, as set out in Matthew 18:15-17 shall be followed.

12.2 The parties to a dispute must meet and discuss the matter in dispute and attempt to resolve the dispute between themselves within 14 days after the dispute has come to the attention of each party.

12.3 If the parties are unable to resolve the dispute any party may take a witness in an attempt to resolve the dispute.

12.4 If the parties are still unable to resolve the dispute between themselves, any party to the dispute may take the matter to the Church Council (as the representatives of the Church) by giving written notice to the secretary of:

-
- a. the parties to the dispute; and
 - b. the matters that are the subject of the dispute.
- 12.5 Within 28 days after the secretary is given the notice, a Church Council meeting must be convened to consider and determine the dispute.
- 12.6 The secretary must give each party to the dispute written notice of the Church Council meeting at which the dispute is to be considered and determined at least 7 days before the meeting is held.
- 12.7 The notice given to each party to the dispute shall state:
- a. when and where the Church Council meeting is to be held; and
 - b. that the party is encouraged to attend the meeting and will be given a reasonable opportunity to make written or oral (or both) submissions to the Church Council about the dispute
- 12.8 If:
- a. the dispute is between one or more members and the Church; and
 - b. any party to the dispute gives written notice to the Secretary stating that the party does not agree to the dispute being determined by the Council;
- the Church Council must not determine the dispute and should refer the matter to Baptist Union Western Australia Appeals Board for a decision. Such a decision will be binding on the parties to the dispute.
- 12.9 At the Church Council meeting at which a dispute is to be considered and determined, the Church Council must, subject to rule 12.7.
- a. give each party to the dispute a reasonable opportunity to make written or oral (or both) submissions to the Council about the dispute; and
 - b. give due consideration to any submissions so made; and
 - c. determine the dispute.
- 12.10 The Church Council must give each party to the dispute written notice of the Church Council's determination, and the reasons for the determination, within 7 days after the Church Council meeting at which the determination is made.
- 12.11 A party to the dispute may, within 14 days after receiving notice of the Church Council's determination under sub-clause 12.10., give written notice to the secretary requesting the matter be referred to the Baptist Union Western Australia Appeals Board for a decision. Such a decision will be binding on the parties to the dispute.

13. **WINDING UP OF THE CHURCH**

The Church may be wound up by a resolution approved by at least a three quarters majority of the Members present at a Special Members' Meeting called for the purpose, provided at least three months notice of the proposal has been given. In the event of such a resolution being passed persons appointed by the Church shall take all the necessary steps to wind up the affairs of the Church. After payment of all debts and liabilities any surplus assets are to be distributed to another incorporated association in accordance with a decision of the Special Members' Meeting in a manner consistent with the Objects of the Church.

14. **CONSTITUTION**

14.1 **Alterations to the Constitution**

No alteration in, or addition to, this constitution shall be made except by the vote of three quarters of the Members present at a Special Members' Meeting convened for this purpose, and of which three months' notice of motion(s) shall have been given in writing to Members.

14.2 **Distribution to Members**

Copies of the Constitution shall be presented to every Member of the Church, and copies shall be available for perusal by persons applying for membership.

14.3 **Cancellation of Previous Constitutions**

The adoption of this Constitution automatically cancels all previous Constitutions of the Church and hereafter becomes the Constitution of the Melville Baptist Church, Inc.

DATE: 24th March 2019

BY-LAW 1: Melville Baptist Church Inc.

BASIS OF FAITH AND PRACTICE

- 1 Members are required to accept statements 1 to 15.

 Pastors, Elders and Deacons are required also to accept 16.
- 2 The Trinity in unity, of the Godhead, the Father, the Son, and the Holy Spirit.
 (Matthew 3:16-17; Matthew 23:9; Mark 1:10-11; Luke 3:21-22; John 1:1-2, 3:5, 6, 16, 17; 8:58; 10:27-33; 2 Cor. 13-14).
- 3 The Divine authority and verbal inspiration of the old and new testament Scriptures.
 (Matthew 22:29; Mark 12:24; Luke 24:27, 44-47; John 10:35; Acts 13:28; Romans 4:3; 9:17; 2 Timothy 3:16-17; 2 Peter 3:16; 2 Cor 5:19; 1 Thessalonians 2:13)
- 4 The creation of all things out of nothing by God's Word, and the descent of all mankind from Adam and Eve.
 (Genesis 1-2; John 1:1-4,10; Col 1:15-17; Romans 5:12-21; Psalm 33:6-9; Hebrews 11:3)
- 5 The fall and consequent sinful and lost estate of all people and their spiritual inability without the saving activity of God's sovereign grace.
 (Genesis 3; Psalm 143:2; Luke 11:13; Romans 3:9-23, 5:12, 17-18, 21; 6:23; Galatians 3:22; Eph. 2:1-3; 1 John 1:8; John 6:44,63-65; 1 Cor 2:14; Romans 9:16; etc.)
- 6 The virgin birth, bodily resurrection and ascension, Lordship, and Deity of Jesus Christ.
 (Isaiah 7:13-14; Matthew 1:18-25; Luke 1:26-38, 2:1-7; Matthew 28:1-15; Mark 16:1-8; Luke 24:1-53; John 20:1-29; Acts 2:22-33; Philippians 2:5-11, etc. Psalm 2:2-9; Psalm 45:6-7 (cf Heb. 1:8-9) (cf Matt. 22:44; Acts 2:34 and Hebrews. 1:13); Psalm 110:4 (cf Heb. 5:6, 6:20, 7:17-21 and Zech. 6:1-3; John 10:28; etc.)
- 7 The atoning, substitutionary death of Christ as alone sufficient for a person's salvation.
 (Matthew 26:28; John 10:18, 12:32-33; Romans 3:23-25, 5:6-11, 20-21; 2 Cor. 5:14, 18, 19, 21; Galatians 3:13; Eph. 1:7, 2:13; Colossians 1:20-22; Hebrews 9:11-15, 22-28; 1 Peter 2:24; etc.)
- 8 The necessity for salvation of repentance toward God and faith in Jesus Christ.
 (Luke 24:47; Acts 2:3, 5:31, 11:18, 17:30, 20:21; etc.)
- 9 The necessity of the Holy Spirit in conversion and sanctification.
 (John 1:11-13, 3:3-8; 2 Cor. 15:17; Ephesians 2:10, 4:24; John 17:17; Acts 26:18; Romans 8:1-17; 2 Cor. 3:17-18; Galatians 5:16-25; Philippians 2:12-13; etc.)
- 10 The personal return of Jesus Christ, the resurrection and the final judgement of all people by Him.
 (John 14:2-3; Matthew 24:3-25, 46; Mark 13:14-37; Luke 12:35-48, 19:11-27, 21:8-36; John 5: 27-29; 1 Cor. 15:12-57; Rev. 20:7-15; etc.)
- 11 The eternal punishment of the nonrepentant and the eternal blessedness of the redeemed.
 (Matthew 25:46; Romans 5:12, 6:23, 2 Thessalonians 1:9; James 1:15, Rev. 2:11, 20:6, 20:13-14; etc. John 3:36, 5:24; Ephesians 1:3-14; Revelation. 22:10-21; etc.)

- 12 The ordinance of the baptism of believers by immersion shall be observed whenever necessary. Candidates, except in special circumstances, shall be approved by the Church Council. Instruction of candidates for baptism shall be given such candidates before the administration of the ordinance. (Matthew 28:16-20; Mark 16:15-16; Acts 2:38,41, 8:12,35-39, 9:18; 10:47, 16:14-15,30-34, 19:5; Romans 6:3-6; Colossians 2:12)
- 13 The ordinance of the Lord's Supper, which is of perpetual obligation, shall normally be observed every month. All who love our Lord in sincerity and truth shall be welcome at the Lord's Table and all members of the Church shall be expected to attend. (Matthew 26:20-29; Mark 14:17-21; Luke 22:19-20; 1 Cor. 11:23-24.)
- 14 The liberty of the believer's conscience in that God alone is Lord of the conscience and has left it free from the teachings and commandments of people which are in any way contrary to His Word, or not contained in it.
(James 4:11-12; Romans 14:3-4; Acts 4:18-20; 1 Cor 7:23; Matthew 15:8-9; Colossians 2:20-23)
- 15 The teaching that health and wealth are an automatic consequence of obedience is false. (James 5:15; 2 Cor 12:8-10; John 9:1-3)
- 16 The salvation of sinners by the free and sovereign grace of God in Christ as reflected in the doctrines of sinful man's spiritual depravity(1), God's unconditional election(2) and effectual calling(3) and the final preservation and perseverance of the saints(4).
(1) Gen 6:5; Ps 51:5; Jer 13:23, 17:9; Matt 12:33-34, 15:19; John 3:3, 6:44; Rom 3:10-12, 7:18, 8:7-8; 1 Cor 2:14; Gal 5:19-21; Eph 2:3, 4:17-19;
(2) Prov 16:33; John 13:18, 17:9; Rom 8:30, 9:11-23, 11:5; Eph 1:4-6, 11; 1 Thess 5:9; 2 Thess 2:13; 2 Tim 1:9;
(3) John 6:44, 65; Acts 16:14; Rom 8:28; 1 Cor 1:9, 23-24; 1 Tim 6:12;
(4) Matt 10:30; Luke 12:6-7; John 6:7-39, 10:28-29, 17:11, 24; Rom 8:30-39; Eph 1:13-14; Phil 1:6; 2 Thess 3:3; 2 Tim 1:12; Heb 7:25, 13:5; 1 Pet 1:5, 23; 2 Pet 1:10;

BY-LAW 2: Melville Baptist Church Inc.

RESPONSIBLE PEOPLE

1 Definition

Persons referred to as Responsible People shall include any person elected to any of the ministries established from time to time at a Members' Meeting, other than the positions on the Church Council.

2 Annual Elections

The elections of Responsible People shall take place at the last Members' Meeting in the calendar year. Responsible People will take up their appointments at the commencement of the new calendar year. Nominations may be submitted by any member of the Church. Nominations must be in writing, must bear the written consent of the nominee and must be in the hands of the Secretary by the morning of the third Sunday preceding the Members' Meeting, for approval by the Church Council. The nominations shall be announced at the services on the two Sundays preceding the Members' Meeting at which the elections are to take place.

Attainment of the requirements of 1 Timothy 3 shall be the aim for all office bearers.

Responsible People shall be members of the Church, or a Christian who is a non-member and who accepts the Basis of Faith and Practice.

3 Casual Vacancies

Casual vacancies may be filled either by the Church Council or the members, at general or special meetings.

4 Term of Office

Responsible People shall automatically retire at the end of the calendar year following the taking up of their appointment but shall be eligible for re-election.

A vote of two-thirds of members present shall be required to carry any motion to remove a Responsible People from office.

5 Helpers

Commissioning of a person who is not a member to regularly carry out duties for a group involving supervision, instruction or care of others shall only occur after specific approval by a Church Council meeting.

6 Chairperson

A member of the Church Council shall ex-officio be Chairperson of any auxiliary organisations of the Church and shall be entitled to act as chairperson of all meetings at which they are present.

