

# CONSTITUTION OF THE CHINESE CHRISTIAN CHURCH OF OTTAWA

## Table of contents

### PREAMBLE

### ARTICLE I THE NAME

### ARTICLE II OBJECTIVE

### ARTICLE III PREROGATIVE

### ARTICLE IV DOCTRINAL STATEMENT

1. The Divine Authority and Plenary Inspiration of the Whole Canonical Scriptures.
2. The Trinity of the Godhead.
3. The Deity and the Virgin Birth of our Lord Jesus Christ.
4. The personality, Deity and Present Mission of the Holy Spirit.
5. The Fall of Man.
6. The Total Depravity of Man.
7. Salvation by Grace Through Faith.
8. The Atonement by the Blood of Christ.
9. Regeneration by the Holy Spirit.
10. The Believer's Security and Assurance.
11. Biblical Separation.
12. Sanctification.
13. The Baptism with (in) the Holy Spirit.
14. The Gifts of the Spirit.
15. Divine Healing.
16. The Unity of the True Church in the Mystical Body of Christ.
17. Missions.
18. The Second Coming of our Lord.
19. The Resurrection of the Body.

20. The Eternal Blessedness of the Saved and the Eternal Punishment of the Lost.
21. The Personality of Satan.
22. The Church.
23. Ordinances.
24. Dedication.

## **ARTICLE V MEMBERSHIP**

- Section 1.
- Section 2.
- Section 3.
- Section 4.
- Section 5.

## **ARTICLE VI OFFICERS**

- Section 1.
- Section 2.
- Section 3.

## **ARTICLE VII ELECTION AND BUSINESS MEETINGS**

- Section 1. The Annual Congregational Business Meeting.
- Section 2. Special Congregational Business Meetings may be called by:
- Section 3 Quorum.

## **ARTICLE VIII PROPERTY**

## **ARTICLE IX DEPARTMENT AND COMMITTEES**

## **ARTICLE X NON-PROFIT ORGANIZATION**

## **ARTICLE XI AMENDMENTS**

## **BY-LAWS OF THE CHINESE CHRISTIAN CHURCH OF OTTAWA**

## **BY-LAW I MEMBERSHIP**

Section 1. Membership Committee.

Section 2. Procedure for Application.

Section 3. Transfer.

Section 4. Termination of Membership.

A. Grounds for termination of membership in the Church shall include the following:

B. Procedure for termination of membership.

C. Discipline of Church Members.

Section 5. Waiver of Claim.

## **BY-LAW II OFFICERS**

Section 1. Church Board.

A. Qualification.

B. Responsibilities and Duties of the Church Board.

C. Responsibilities and Duties of Officers.

D. Election and Term of Office.

E . Termination of Office.

Section 2. Pastors.

A. Appointment and Call

B . Duties.

C. Termination of Office.

## **BY-LAW III CONGREGATIONAL BUSINESS MEETINGS**

Section 1.

Section 2.

Section 3.

Section 4.

Section 5.

Section 6.

Section 7.

Section 8.

## **BY-LAW IV ELECTION**

Section 1. Nominations.

Section 2. Voting.

Section 3. Appointed Offices.

**BY-LAW V DEPARTMENTS**

**BY-LAW VI AMENDMENTS**

**Appendix A The Chicago Statement on Biblical Hermeneutics**

**APPENDIX B Guidelines for Trusts Deed**

**PREAMBLE**

Whereas the Ottawa Chinese United Church was inaugurated on October 28, 1962, and

Whereas on October 30, 1988 the Ottawa Chinese United Church resolved as a congregation to oppose the ordination of ministers who are practising homosexuality, premarital or extra-marital sexual activities, and

Whereas on December 18, 1988 the same congregation resolved to separate from the United Church of Canada on a date to be determined, and

Whereas on January 1, 1989, the separating congregation resolved to carry out its ministry as the continuing congregation of The Ottawa Chinese United Church of Ottawa under the name "The Chinese Christian Church of Ottawa",

It is hereby resolved that the same congregation continues its existence by reconstituting itself for the purpose of continuing to maintain a place for worship of Almighty God, our Heavenly Father; to provide for Christian fellowship for those of like precious faith where the Holy Ghost may be honoured according to our distinctive testimony; to assume our share of responsibility and the privilege of propagating the gospel of Jesus Christ by all available means, both at home and in foreign lands, we, whose names appear upon the Church roster under above date, do hereby recognize ourselves as a local Church in fellowship with other churches of like precious faith, and shall adopt the following articles of church order and submit ourselves to be governed by them.

**INTERPRETATION**

In this Constitution and in these By-laws, unless the context otherwise specifies or requires:

- I. "Church" and "congregation" shall all refer to the Chinese Christian Church of Ottawa;

- II. Words importing the singular number include the plural and vice versa;
- III. Words importing the masculine gender include the feminine and neuter genders.

## **ARTICLE I** **THE NAME**

The name of the Church shall be the Chinese Christian Church of Ottawa, hereinafter called "the Church".

## **ARTICLE II** **OBJECTIVE**

The objective of the Church is: The preaching of the Word of God to the mutual edification, instruction and discipline of its members and other believers; the winning of unsaved to Christ; helping the young Christians to develop the spiritual life; instructing the children in the Word of God, the furtherance of the Gospel work on the mission fields at home and abroad, and the doing of good deeds to the glory of God.

## **ARTICLE III** **PREROGATIVE**

In connection therewith, or incidental thereto, the Church shall have the right to purchase or acquire by gift, bequest or otherwise, either directly or as trustee, and to own, hold in trust, use, sell, convey, mortgage, lease or otherwise dispose of any real estate or chattels as may be necessary for the furtherance of its purpose; all in accordance with this Constitution and By-Laws or as the same may be hereafter modified or amended.

## **ARTICLE IV** **DOCTRINAL STATEMENT**

To be interpreted as expressed in and according to the natural meaning of the respective passages of the Word of God referred to under each section, in light of the Chicago Statement on Biblical Hermeneutics (1982) [See Appendix A].

### **1. The Divine Authority and Plenary Inspiration of the Whole Canonical Scriptures.**

We believe that "all Scripture is given by inspiration of God", by which we understand that the whole of the Book called the Bible is inspired in the sense that holy men of God were moved by the Holy Spirit to write the very words of Scripture. Divine inspiration extends equally and fully to all parts of the original writings.

The whole Bible in the original is, therefore, without error and, as such, is infallible, absolutely supreme and sufficient in authority in all matters of faith and practices.

Mark 12:26-36; John 16:12,13; Acts 1:16; 1 Corinthians 2:13; 11 Timothy 3:16, 17; 1 Peter 1:21.

## **2. The Trinity of the Godhead.**

We believe that the Godhead eternally exists in three persons, the Father, the Son, and the Holy Spirit; and that these three are one God, having precisely the same nature, attributes and perfections, and are worthy of precisely the same homage, confidence and obedience.

Genesis 1:26, 3:22 11:6-8; Isaiah 63:8-10; Matthew 28:19,20; Mark 12:29; John 1:1-4; Acts 5:3,4; II Corinthians 13:14; Hebrews 1:1-3; Revelation 1:4-6.

## **3. The Deity and the Virgin Birth of our Lord Jesus Christ.**

We believe in the essential deity and the virgin birth of our Lord Jesus Christ and that all the Scriptures from first to last centre about Him, His person and work, His sacrificial death upon the cross, and His coming again.

Isaiah 7:14; Matthew 1:18-23; Luke 1:35; John 5:39; Acts 17:2,3, 18:28, 26:22,23, 28:23.

## **4. The personality, Deity and Present Mission of the Holy Spirit.**

We believe that the Holy Spirit is a divine personality -- the Third Person of the Trinity who is now, throughout this age of grace, here present in the true Church, having been sent for the expressed purpose of revealing Christ Jesus to the members of the Church, that they may be comforted, instructed, and built up in their most holy faith, and to the world that sinners might be convicted of sin, of righteousness, and of judgement.

John 7:38,39, 14:16,17, 15:26, 16:13-15; Acts 1:8, 2:1-4

## **5. The Fall of Man.**

We believe that man, originally created in the image and after the likeness of God, fell from his high and holy estate through disobedience, by eating the forbidden fruit, and in consequence, the threatened penalty of death was then and there inflicted, so that he totally lost all spiritual life, becoming dead in trespasses and sins, and subject to the power of the devil.

Genesis 1:26, 2:17; Isaiah 64:6; Ephesians 2:1-3; I Timothy 5:6; 1 John 3:8.

## **6. The Total Depravity of Man.**

We believe that his spiritual death, or total corruption of human nature, had been transmitted to the entire race of man, the man Christ Jesus alone excepted; and hence that every child of Adam is born into the world with a sinful nature.

Genesis 6:5; Psalm 14:1-3, 51:5; Jeremiah 17:9; John 3:6; Romans 5:12-19.

## **7. Salvation by Grace Through Faith.**

We believe that sinners are saved by grace through faith alone and that not of themselves, it is the gift of God, not of works. We further believe that every saved person is justified from all things from which he could not be justified by the law of Moses.

Acts 13:39; Romans 5:1; Ephesians 2:8,9; Titus 2:11-14.

## **8. The Atonement by the Blood of Christ.**

We believe that our redemption has been accomplished solely by the blood of our Lord Jesus Christ, Who was made to be sin, and made a curse for us, dying in our room and stead, a sacrifice acceptable to God and effectual for every sinner who receives Him.

Leviticus 17:11; Matthew 26:28; John 1:12; Romans 5:6-9; I I Corinthians 5:21; Galatians 3:13; Ephesians 1:7; I Peter 1:18,19, 2:24.

## **9. Regeneration by the Holy Spirit.**

We believe that, owing to the universal depravity and death in sin, no one can see or enter the kingdom of God unless born of the Spirit whereby he becomes a new creation.

John 3:5-8; Galatians 6:15; Titus 3:5; James 1:18; I Peter 1:23; I John 5:1.

## **10. The Believer's Security and Assurance.**

We believe in the eternal security of all who are actually born again by the Spirit of God through faith in Christ as revealed in the Scriptures, and it is the privilege of all such to be assured of their present salvation and eternal safety.

John 5:24, 10:28,29; Romans 8:33-39; II Timothy 1:12.

### **11. Biblical Separation.**

The principle of Biblical Separation is twofold: (1) all believers are to be separated unto God in which they acknowledge His Lordship over their lives, and (2) all believers are to be separated from the World system that opposes Him, defiles His children, and opposes His revelation in the Bible.

We believe that all the saved should live in such a manner as not to bring reproach upon their Saviour and Lord; and that separation from all religious apostasy, and all sinful pleasures, practices and associations is commanded by God.

Romans 12:1,2; I I Corinthians 6:14-7:1; Galatians 5:19-26; Colossians 3:5-17; 1 Thessalonians 1:9,10; II Timothy 3:1-5; Titus 2:11-14; I John 2:15-17; II John 9-11.

### **12. Sanctification.**

We believe that members of the Body of Christ are sanctified ones; are perfected as to their standing forever by the one offering of the blood of Christ, and are one with Christ in sanctification. As to their state, they may be sanctified with the constant washing of water by the Word, by the blood of Christ, and by the in working presence and power of the Holy Spirit. Believers who sin must repent and seek forgiveness through faith in the cleansing blood of Christ.

John 17:11-19; Romans 15:16; 1 Corinthians 6:11; Galatians 5:16-25; Ephesians 4:22-24, 5:25-27; Hebrews 2:11, 10:10, 13:12; 1 John 1:7-9, 2:1-2; Jude 1.

### **13. The Baptism with (in) the Holy Spirit.**

We believe when the Holy Spirit came upon the whole body of believers on the day of Pentecost, it was the fulfillment of the announcement made by John the Baptist and the promises of Christ to His own during His earthly ministry, and that then the disciples were individually endowed with power to witness concerning Christ, and collectively baptized into one body, which was the formation of the Church, which is His Body (Matthew 3:11; Mark 1:8; Luke 3:16, 24:46-49; John 1:33, 14:16,17,26; 15:26,27, 16:7-15; Acts 1:4,5,8, 2:1-4,37).

We believe that all who believe in Christ are born of the Spirit, sealed by the Spirit, anointed by the Spirit, indwelt by the Spirit, and by (in) the Holy Spirit baptized into the Body of Christ (John 3:3-6; Acts 10:44, 11:16; Romans 8:9-15; I Corinthians 3:16, 6:19,20, 12:12,13; I I Corinthians 1:21,22; Galatians 4:6; Ephesians 1:13, 4:30; I John 2:20,27, 5:1).

And we also believe that the New Testament distinguishes between being indwelt by the Spirit, which is true of all believers, and being filled with the Spirit, which is the believer's privilege and duty (compare Acts 2:4 with 4:8-31; Ephesians 1:13,14 with 5:18). There is one baptism with (in) the Spirit, and it is into the Body of Christ, but there are many fillings. Pentecost is an historical event and is not repeated.

#### **14. The Gifts of the Spirit.**

The gifts of the Spirit are supernatural abilities given by God through the exercising of which believers are enabled to minister effectively and directly in particular situations. They serve the dual function of building up the Church and of demonstrating the presence of God within His Church (I Corinthians 12:4-11, 14:12,24,25).

#### **15. Divine Healing.**

Divine healing provided in the atonement of Christ is the privilege of all believers. Prayer for the sick and gifts of healing are encouraged and practised.

Matthew 8:16,17; I Corinthians 12:28-30; James 5:14.

#### **16. The Unity of the True Church in the Mystical Body of Christ.**

We believe that the Church is composed of all who are united by the Holy Spirit to the risen and ascended Son of God, and that by the same Spirit we are all baptized into one Body, whether we be Jews or Gentiles, thus being members one of another and knit together in love.

Romans 12:5; I Corinthians 12:12-27; Ephesians 4:3-10; Colossians 2:19.

#### **17. Missions.**

We believe that it is the obligation of the saved to witness by life and by word the truths of Holy Scriptures and to seek to proclaim the Gospel to all humankind in word and deed.

Matthew 25:31-46, 28:19,20; Mark 16:15; Luke 24:46-48; Acts 1:8; II Corinthians 5:19; Ephesians 2:10.

#### **18. The Second Coming of our Lord.**

We believe in the "Blessed Hope", the imminent, personal and visible return of the Lord Jesus Christ for His redeemed ones.

Zechariah 14:4-11; Acts 15:16,17; I Thessalonians 1:10, 4:13-18, 5:9; Revelation 3:11, 19:11-16, 20:1-6.

### **19. The Resurrection of the Body.**

We believe that Jesus Christ rose from the dead, according to the Scriptures, in bodily form, and thus became the first fruits of them that sleep, that upon His return there shall be a bodily resurrection of the just and the unjust, for the former, a resurrection unto life; for the latter, a resurrection unto judgement.

Isaiah 26:19; Daniel 12:2; John 5:28,29; Romans 1:4, 8:23; I Corinthians 15; Revelation 20:5,6.

### **20. The Eternal Blessedness of the Saved and the Eternal Punishment of the Lost.**

We believe that the attitude either of reconciliation or enmity toward God is fixed eternally at death, and that the saints of all the ages will be forever with the Lord and will become joint heirs with Him as their Redeemer in His inheritance. We further believe that the wicked will be cast into the Lake of Fire, there to remain forever and ever, in varying degrees of torment according to their works.

Daniel 7:22-27, 12:3; Romans 8:17; I Thessalonians 4:17; I I Peter 2:9; Revelation 20:11-15, 21:8, 22:11.

### **21. The Personality of Satan.**

We believe that Satan is a person, the father of lies, a murderer from the beginning and the great deceiver of all nations; that he will be overcome by the Lord Jesus Christ as the seed of the woman and cast into the bottomless pit for a thousand years, and finally committed to the Lake of Fire with all his angels to be tormented forever and ever.

Genesis 3:15; Job 1:6-12; John 8:44; II Corinthians 11:13-15; Ephesians 6:12-16; Revelation 20:13, 7-10.

### **22. The Church.**

We believe that all who are born-again of the Holy Spirit through faith in Christ are members of the universal church, which is the Bride of Christ. (I Corinthians 12:13; Ephesian 5:25b; Colossians 1:18; 1 Timothy 3:15).

We also believe that every born-again Christian shall be a member of the local church since she is a visible body of believers in Christ who have joined together to function as a part of the universal church. She is ordained by God and provides a context in which believers corporately worship God, observe the ordinances of the Church, are instructed in the faith and are equipped for the evangelization of the world

John 4:23; Acts 1:8, 11:19-24, 14:23, 20:7; 1 Corinthians 16:19; 11 Timothy 2:2; 1 Peter 5:2.

### **23. Ordinances.**

We believe that the ordinances of baptism and the Lord's Supper ought to be duly observed by the Church.

#### *Baptism:*

The church shall encourage the practice of water baptism upon profession of faith, believing this to be the teaching of the New Testament. The simple rite of water baptism is a symbol and proclamation of the believer's death to sin and his resurrection in newness of life in Christ Jesus.

Matthew 28:19,20; Acts 2:38, 8:12.

#### *The Lord's Supper:*

We believe that our Lord and Saviour clearly prescribed for His disciples the solemn rite of the Lord's Supper as a memorial of the Lord's death to be kept by His disciples until He comes again, according to His promise and the Father's revealed plan. Luke 22:19,20; 1 Corinthians 11:23-28.

### **24. Dedication.**

We believe that it is the privilege of Christian parents to present their children in dedication to the Lord before the Church that they may be made the subject of united and solemn prayer.

Mark 10:13-16; Luke 18:15,16.

## **ARTICLE V** **MEMBERSHIP**

### **Section 1.**

Any person who has accepted Jesus Christ as his Lord and Saviour, and gives assurance of his desire to live a consistent Christian life, and who also gives full

assent to the Constitution, Doctrinal Statement and Covenant (By-Law I) of the Church may be received into membership upon satisfactory examination by the Church Board.

## **Section 2.**

Believers may be received into church membership by water baptism or by transfer of membership from another church upon satisfactory examination by the Church Board.

## **Section 3.**

Members are expected to obediently submit to "the law of Christ" as is revealed in the Word of God and conscientiously strive "to grow in grace, and in the knowledge of our Lord". They shall indicate a desire to live in harmony with this body of believers and shall systematically support the work of the Church with their tithes and offerings. (Galatians 6:2; Ephesians 4:1-3; Hebrews 13:7,17; 11 Peter 3:18; 1 John 2:3,6; Malachi 3:8-15.)

## **Section 4.**

Membership shall consist of the following:

- A) Regular Members. Persons who fulfil the requirements of Section 1 and 2 of this Article shall be known as Regular Members. However, only Regular Members who are 18 years of age or over have voting privileges at all business meetings.
- B) Inactive Members. Those members who have absented themselves for over six (6) consecutive months from regular church services shall be deemed "Inactive Members". Such membership does not qualify for voting privileges at Congregational Business Meetings. Inactive Members may have their membership reinstated at the discretion of the Church Board.

## **Section 5.**

The Church Board may review the Church membership whenever it deems necessary. Furthermore, at this time members who seem to manifest inconsistency in their Christian life, indifference toward the life and work of the Church or flagrant sin, shall be interviewed for the purpose of remedying any weakness in their life. It shall be within the province of those interviewing to recommend to the Church Board that the person or persons in question, be removed from the roll of membership.

# **ARTICLE VI** **OFFICERS**

### **Section 1.**

The officers of the Church shall be the Chairman, the Secretary, the Treasurer, Church Board Members and such other officers as may be determined by the Church from time to time.

### **Section 2.**

The Church Board shall consist of not fewer than eight Board Members with all ministerial staff as ex officio members.

### **Section 3.**

- A) Nomination for Pastors shall be submitted to the Church Congregation by the Church Board.
- B) Pastors who meet the biblical qualifications of I Timothy 3:1-7; Titus 1:6-9 may be called by a two-third's vote of the voting membership present after having been recommended by the Church Board.

## **ARTICLE VII** **ELECTION AND BUSINESS MEETINGS**

### **Section 1. The Annual Congregational Business Meeting.**

The Annual Congregational Business Meeting shall be held in the month of February each year on a suitable date unless otherwise decided by the Church Board. The Annual Congregational Business Meeting shall be announced in the public services on two consecutive Sundays prior to the said Congregational Business Meeting.

### **Section 2. Special Congregational Business Meetings may be called by:**

- A) The Pastor; or
- B) The Secretary of the Church Board upon written order of majority of the Church Board; or
- C) The petition by no less than one-third of the regular members of the Congregation. Such petition shall be handed to the Church Board whose duty it shall be to give notice of such meeting.

(Notice of such meeting shall be announced on two consecutive Sundays prior to the said Congregational Business Meeting. Dates and purpose of meeting shall be posted on the bulletin board of the Church. Where circumstances do not

permit the former procedure, notice of the meeting shall be mailed to each member at least ten days prior to date of meeting.)

### **Section 3 Quorum.**

Forty percent of the voting membership shall be required to constitute a quorum.

## **ARTICLE VIII** **PROPERTY**

All real estate owned by the Church shall be held by Trustees in trust for the Church. (See Appendix B)

## **ARTICLE IX** **DEPARTMENT AND COMMITTEES**

The Church Board shall have authority to institute such departments and committees of the Church as deemed necessary from time to time.

## **ARTICLE X** **NON-PROFIT ORGANIZATION**

The Church shall be carried on without the purpose of gain for its members and any profit or other gain to the Church shall be used in promoting its objectives.

## **ARTICLE XI** **AMENDMENTS**

This Constitution may be amended at any Annual Congregational Business Meeting of the 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 Church Board, at least thirty days before the date of the business meeting and providing that notice of said proposed amendment shall have been given in the announcement of the said business meeting.

A copy of the amendment or amendments shall be available to any voting member between the time of the announcement and the time of the Congregational Business Meeting, on application to the Secretary.

An amendment to be adopted shall require a seventy-five per cent majority vote of the voting members present and voting at the meeting, provided all amendments to Article IV shall require a ninety percent majority vote of the voting members present and voting at the meeting for its adoption.

At least fifty percent of the voting membership must be present to vote on amendments to this Constitution.

## **BY-LAWS OF THE CHINESE CHRISTIAN CHURCH OF OTTAWA**

### **BY-LAW I MEMBERSHIP**

#### **Section 1. Membership Committee.**

A membership committee composed of the Senior Pastor and the Church Board shall receive applications for membership, shall make investigation relating thereto as it deems proper and shall recommend for admission into the Church those applicants who meet membership requirements.

#### **Section 2. Procedure for Application.**

- A) Application for membership shall be received on a Chinese Christian Church of Ottawa application form.
- B) Applicants who have been approved by the membership committee for membership in the Church shall be publicly received into the Church, (Galatians 2:9) and shall receive a membership certificate.
- C) At the public service, new members shall covenant with the Church as follows:

*"I promise, in dependence upon the grace of God Who helps our weaknesses, to contend earnestly for the faith which was once delivered to the saints; to do good unto all men, especially those who are of the household of faith; to sanctify the Lord's Day by diligent and devoted attendance at the public worship of God in the Church; to support the work and activities of the Church in attendance and stewardship as God allows me; to keep the ordinances as they have been delivered unto us; to pray faithfully for those who rule over us, who speak the Word of God; and, to preserve the good name of the Church by a consistent walk so that no reproach shall be brought upon the name of my Lord and Saviour, Jesus Christ."*

The Congregation shall respond to the covenant as follows:

*"We welcome you into our fellowship in Christ. We commit ourselves to encourage you by our personal examples, and pray for you so that God may be truly glorified in our Church."*

### **Section 3. Transfer.**

Regular members moving to another Church shall be given, upon request, a Letter of Transfer by the Senior Pastor of the Church.

### **Section 4. Termination of Membership.**

#### **A) Grounds for termination of membership in the Church shall include the following:**

1. Voluntary withdrawal from membership in the Church.
2. Issuance of a Letter of Transfer.
3. Upon the death of a member.
4. Absence from the regular service of the Church for twelve (12) consecutive months without valid reason.
5. Any proven act or conduct which in the opinion of the Church Board, after a full investigation of the evidence, may be regarded as immoral or contrary to the accepted code of Christian ethics within the Church.
6. The propagation of doctrines and practices contrary to those set forth in Article IV of the Constitution.
7. An act or action which in the opinion of the Church Board is the cause of serious discord or dissension with or without malicious intent. (Romans 16:17, 18; Proverbs 6:19).

#### **B) Procedure for termination of membership.**

1. Membership in the Church will be terminated automatically without a hearing under paragraphs 1, 2 and 3.
2. When in the opinion of the majority of the members of the Church Board that disciplinary action should be taken against a member of the Church under paragraphs 4, 5, 6 or 7 the member in question shall be advised in writing by registered letter by the Secretary of the Church Board and a date set for a hearing before the Senior Pastor and the Church Board to which the member in question shall be invited to appear. After due consideration of the evidence at least a two-thirds majority vote by secret ballot of the voting membership shall be necessary to terminate membership.

#### **C) Discipline of Church Members.**

1. In the event of a serious difference arising between members of the Church, if reconciliation cannot be effected by the parties involved, they shall have the right to appeal to the Senior Pastor and Church Board.
2. Should a member be alleged to be guilty of misconduct of a serious nature or of an act justifying termination of membership, the Senior Pastor may use his discretion in proceeding with an investigation.
3. No charges of misconduct or improper act shall be considered by the Church Board unless made in writing and duly signed.
4. When formal charges have been laid against a member and the Senior Pastor decides that disciplinary action must be taken, the member so charged shall be advised in writing by registered letter and a date set for a hearing before the Senior Pastor and Church Board in the presence of the one laying the charge, at which time the evidence shall be

considered and a verdict shall be determined by secret ballot. If the member in question is also a member of the Church Board, his membership in the Church Board shall be suspended temporarily pending a full investigation of the matter and a final disposition of the case. If he is found to be innocent of any charges or wrong doing, the suspension shall be automatically lifted. At least a two-thirds majority vote of the voting membership shall be necessary to establish guilt.

5. If guilt is established, the Senior Pastor and Church Board shall decide what disciplinary action shall be taken. If contrition, sorrow and repentance are not evident, temporary suspension of membership privileges may be considered as disciplinary action. At least a two-thirds majority vote by secret ballot of the voting membership shall be necessary to terminate membership.

#### Section 5. Waiver of Claim.

Notwithstanding the provisions hereinbefore contained, Membership Certificates of the Church shall be issued upon the condition that suspension and/or termination of the membership, in the manner herein provided, shall not give the suspended and/or terminated member cause for legal action against the Pastor, or any member taking part in the suspension proceedings; and the acceptance of the Membership Certificate in the Church shall be evidence of a waiver by the

member, of all rights of action, causes of action, and all claims and demands against the Church, or any member of the Church, by virtue of suspension proceedings and withdrawal of the membership in the Church under the foregoing provision.

## **BY-LAW II** **OFFICERS**

### **Section 1. Church Board.**

#### **A. Qualification.**

The Church Board shall be composed of regular members in good standing of the Church with the necessary scriptural qualifications of deacons, Acts 6:3; I Timothy 3:8. They shall be faithful persons of good report and sound judgement, examples to the Church in matters of stewardship, church attendance and spiritual maturity. They shall regularly support the Church with tithes and offerings and shall seek constantly, as sanctified vessels, to be "filled with the Spirit".

#### **B. Responsibilities and Duties of the Church Board.**

1. The government of the Church is vested in its membership executed through the Church Board.
2. The Church Board shall be the executive of the congregation in its dealing with the Pastors, employees, affiliation organizations, branch works, and all other denominations and organizations.
3. The Church Board shall select the Chairman, the Secretary and the Treasurer of the Church Board from the members elected to the said Church Board, hereafter referred to as Officers.
4. The Church Board shall have supervision over the business transactions and general work of the Church, its organizations, and branch works, and shall with the Pastors exercise oversight over the spiritual life of the Church.
5. The Church Board shall appoint from its members annually, and from the congregation at large, if necessary, such a number as required by law to hold in trust the title of all property belonging to the Church.
6. The Church Board shall have authority to appoint individuals or committees for the transaction of its business.

7. The Church Board shall have the authority to call Congregational Meetings for the purpose of recommending such actions as call for a vote of the voting membership for the purpose of receiving advice or instruction from the membership.
8. The Church Board shall handle and consider suggestions, recommendations and grievances upon the part of any member or organization within or affiliated with the Church.
9. The Church Board shall direct the examination and reception of applicants for church membership and determine their suitability.
10. The Church Board shall discharge its responsibilities as defined by these By-laws and shall at all times be subject to the majority vote of the voting membership.
11. The Church Board shall ensure that there is an annual audit of the books of the Church

### **C. Responsibilities and Duties of Officers.**

1. The Secretary shall keep an accurate record of all Congregational Business Meetings, Church Board meetings, and any other meetings designated by the membership or the Church Board and shall submit these records for approval of the membership or the Church Board, upon request of either body. He shall be responsible for keeping a record of the church membership. He shall have custody of the church seal, shall carry on and maintain a complete record of all correspondence office. He shall also have in custody any other papers, records or other documents as directed by the membership or the Church Board.
2. The Treasurer shall be responsible for the custody, receipts and disbursements of the funds of the Church, the keeping of accounts and the preparation of financial statements and shall perform such other duties as the Church Board may direct, ensuring that:
  - a. All monies contributed to the Church are deposited on a regular basis in the bank designated by the Church Board.
  - b. An accurate and permanent account is maintained showing from what sources monies have been received and for what purposes monies have been disbursed.
  - c. A quarterly financial report is rendered to the Church Board.
  - d. Financial statements for the fiscal year of the Church are presented at the Annual Congregational Meeting.

3. The signing officers for the general operating account shall be the Treasurer, and one of the Trustees.

#### **D. Election and Term of Office.**

The Board of the Church shall consist of at least eight members of the Church, eighteen years of age or over, who meet the Biblical standards of I Timothy 3:8-13 and By-law II section 1 A, who with all the ministerial staff as ex officio members shall constitute the Board of the Church.

1. The Board Members of the Church shall be elected by the vote of voting membership having been first nominated in the following manner:
  - a. During the month of August, a Nominating Committee shall be selected by the Church Board consisting of the Senior Pastor as ex officio, two Board Members, and three members of the Church at large.
  - b. The Nominating Committee shall identify and consider candidates in accordance with the guidelines established by the Church Board and prepare a list of qualified nominees.
  - c. The list of nominees shall be posted in three conspicuous places about the Church for at least two Sundays preceding the Fall Congregational Meeting.
  - d. After the list is posted, further nomination may be made in writing to the Chairperson of the Nominating Committee, providing that each nomination is signed by three members in good standing, and left with the Chairperson not later than seven days prior to the Fall Congregational Meeting. If the persons so nominated are found to be eligible by the Committee, their names shall be added to the nominations already posted.
2. The election shall take place at the Fall Congregational Meeting and voting shall be by ballot.
3. The term of office for members of the Church Board shall be two years. Each year of office shall start on January 1 of a year and terminate on December 31 of the same year. Each year, a minimum of three Board Members will be elected for a term of two years to replace the Board Members whose term have expired. A Board Member shall not serve for more than three consecutive terms, after which he must retire from the Church Board for one year before eligible for re-election.
4. Should a vacancy occur before the expiration of the term of office, his successor may be appointed by the remaining Board Members until

the next Annual Congregational Meeting or Fall Congregational Meeting, at which time a successor shall be elected for the remainder of the unexpired term in the manner prescribed for the Church Board.

#### **E . Termination of Office.**

1. A Board Member may relinquish his office by resignation.
2. Any Board Member's service may be terminated for cause at any time by two-third's vote of the voting membership present after a fair and impartial review conducted under the supervision of the Church Board, at a meeting called in accordance with Article VII of the Constitution.

### **Section 2. Pastors.**

#### **A . Appointment and Call.**

A call shall be extended to a Pastor when he receives a two-thirds majority of the ballots cast at a meeting duly convened for that purpose.

#### **B . Duties.**

1. The Senior Pastor shall have general oversight of the spiritual life, regular services and ministrations of the ordinances of the Church, shall be ex-officio member of all Church Board and committee meetings connected with the Church unless otherwise directed by these Constitution and By-laws or ordered by the vote of the Church and shall conscientiously perform such duties as may be arranged between the Church Board and himself.
2. Any Assistant Pastor or Associate Pastor or Pastors shall perform such duties as may be designated by the Church Board or its authorized representative, in consultation with the Senior Pastor.

#### **C. Termination of Office.**

1. Pastors shall be given a minimum of six months' notice before termination of their service.
2. If at any time a Pastor's personal belief, preaching or teaching is not in full accord with the doctrinal standard and statement of the Church, his services as Pastor shall be terminated.
3. Any Pastor's service may be terminated for cause at any time by two-thirds' vote of the voting membership present, after a fair and impartial review,

conducted under supervision of the Church Board, at a meeting called in accordance with Article VII of the Constitution.

### **BY-LAW III**

#### **CONGREGATIONAL BUSINESS MEETINGS**

##### **Section 1.**

The fiscal year of the Church shall end on the thirty-first of December and the Annual Congregational Meeting shall be held not later than February. The date will be determined by the Church Board and announced to the congregation at the regular church services on two preceding Sundays.

##### **Section 2.**

At the Annual Congregational Business Meeting, the Minutes of the preceding Annual Meeting and any other called Congregational Meetings, the Church's yearly financial statements, and the reports of the various departments shall be presented. Such other business as may be necessary shall be transacted.

##### **Section 3.**

Any regular or called meeting of the congregation may be constituted as a meeting for the transaction of business providing notice of said meeting is given at the regular church services on the two preceding Sundays. Sunday morning and Sunday evening services and the mid-week Prayer Meeting shall be considered regular meetings of the Church.

##### **Section 4.**

The regular order of business for the annual meeting of the Church shall be follows:

- A) Devotional
- B) Approval of previous minutes
- C) Report of treasurer
- D) Report of committees
- E) Unfinished business
- F) Election of officers
- G) New business
- H) Adjournment

##### **Section 5.**

Any member desiring a matter to be brought before a Congregational Business Meeting is required to submit the same, in writing, signed, to the Senior Pastor

and the Church Board not less than 14 days prior to the duly called meeting. Matters not so submitted will not be discussed at said meeting.

### **Section 6.**

The Church Board shall call a special meeting upon written request of no less than one third of the voting membership. Such a meeting and its purpose will be announced as provided in Article VII of the Constitution, and called within two weeks after filing the request with the Church Board.

### **Section 7.**

A majority vote of the voting members present at and constitutionally called business meeting shall be required for the election of officers or to render final decisions on any matter under consideration, except amendments of these By-laws.

### **Section 8.**

In the conduct of business meetings any parliamentary questions not covered by these By-laws shall be decided by Roberts Rules of Order.

## **BY-LAW IV** **ELECTION**

### **Section 1. Nominations.**

- A) The Nominating Committee, after its appointment, shall invite nominations from members of the Church and the slate of nominations will remain open until two weeks prior to the Fall Congregational Meeting.
  
- B) It shall be the duty of the Nominating Committee to receive nominations for each office to be filled and, after determining if such individuals are qualified and willing to serve, shall post their names on the Sunday prior to the Fall Congregational Meeting and shall present their names for consideration at the Fall Congregational Meeting.

### **Section 2. Voting.**

All the elected officers of the Church shall be declared elected upon receiving more than 50% of all votes cast for the office at the Annual Congregational Meeting. If the candidate is not elected on the first ballot, voting shall continue until an election is declared. If no election is declared as a result of the second election ballot, the name receiving the lowest number of votes shall be eliminated on each succeeding ballot.

When the Church is voting on business matters, a definite voting bar shall be made between those who are entitled to vote and those who are not so entitled. A member of the Church wishing to challenge the right of another to vote may do so. In the event of such a challenge, a majority vote of the Church shall decide.

### **Section 3. Appointed Offices.**

It shall be the duty of the newly elected Church Board to fill all appointed offices for the ensuing year without delay.

### **BY-LAW V** **DEPARTMENTS**

All departments of the Church shall be responsible to the Senior Pastor and the Church Board and shall present annual reports to the Annual Congregational Business Meeting.

### **BY-LAW VI** **AMENDMENTS**

These By-laws may be amended at any Annual Congregational Business Meeting of the 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 Church Board, at least thirty days before the date of the business meeting and providing that notice of said proposed amendment shall have been given in the announcement of the said business meeting.

A copy of the amendment or amendments shall be available to any voting member between the time of the announcement and the time of the Congregational Business Meeting, on application to the Secretary.

An amendment to be adopted shall require a fifty-one per cent majority vote of the voting members present and voting at the meeting.

At least fifty percent of the voting membership must be present to vote on amendments to these By-laws.

## **Appendix A**

### **The Chicago Statement on** **Biblical Hermeneutics**

Summit I of the International Council on Biblical Inerrancy took place in Chicago on October 26-28, 1978 for the purpose of affirming afresh the doctrine of the inerrancy of Scripture, making clear the understanding of it and warning against its denial. In the years that have passed since Summit I, God has blessed that effort in ways surpassing most anticipations. A gratifying flow of helpful literature on the doctrine of inerrancy as well as a growing commitment to its value give cause to pour forth praise to our great God.

The work of Summit I had hardly been completed when it became evident that there was yet another major task to be tackled. While we recognize that belief in the inerrancy of Scripture is basic to maintaining its authority, the values of that commitment are only as real as one's understanding of the meaning of Scripture. Thus, the need for Summit II. For two years plans were laid and papers were written on themes relating to hermeneutical principles and practices. The culmination of this effort has been a meeting in Chicago on November 10-13, 1982 at which we, the undersigned, have participated.

In similar fashion to the Chicago Statement of 1978, we herewith present these affirmations and denials as an expression of the results of our labors to clarify hermeneutical issues and principles. We do not claim completeness or systematic treatment of the entire subject, but these affirmations and denials represent a consensus of the approximately one hundred participants and observers gathered at this conference. It has been a broadening experience to engage in dialogue, and it is our prayer that God will use the product of our diligent efforts to enable us and others to more correctly handle the word of truth (2 Tim. 2:15).

#### **Articles of Affirmation and Denial\***

##### **Article I.**

WE AFFIRM that the normative authority of Holy Scripture is the authority of God Himself, and is attested by Jesus Christ, the Lord of the Church.

WE DENY the legitimacy of separating the authority of Christ from the authority of Scripture, or of opposing the one to the other.

##### **Article II.**

WE AFFIRM that as Christ is God and Man in one Person, so Scripture is, indivisibly, God's Word in human language.

WE DENY that the humble, human form of Scripture entails errancy any more than the humanity of Christ, even in His humiliation, entails sin.

**Article III.**

WE AFFIRM that the Person and work of Jesus Christ are the central focus of the entire Bible.

WE DENY that any method of interpretation which rejects or obscures the Christ-centeredness of Scripture is correct.

**Article IV.**

WE AFFIRM that the Holy Spirit who inspired Scripture acts through it today to work faith in its message.

WE DENY that the Holy Spirit ever teaches to any one anything which is contrary to the teaching of Scripture.

**Article V.**

WE AFFIRM that the Holy Spirit enables believers to appropriate and apply Scripture to their lives.

WE DENY that the natural man is able to discern spiritually the biblical message apart from the Holy Spirit.

**Article VI.**

WE AFFIRM that the Bible expresses God's truth in propositional statements, and we declare that biblical truth is both objective and absolute. We further affirm that a statement is true if it represents matters as they actually are, but is an error if it misrepresents the facts.

WE DENY that, while Scripture is able to make us wise unto salvation, biblical truth should be defined in terms of this function. We further deny that error should be defined as that which wilfully deceives.

**Article VII.**

WE AFFIRM that the meaning expressed in each biblical text is single, definite and fixed.

WE DENY that the recognition of this single meaning eliminates the variety of its application.

" Copyright 1982 by the International Council on Biblical Inerrancy.

#### **Article VIII.**

WE AFFIRM that the Bible contains teachings and mandates which apply to all cultural and situational contexts and other mandates which the Bible itself shows apply only to particular situations.

WE DENY that the distinction between the universal and particular mandates of Scripture can be determined by cultural and situational factors. We further deny that universal mandates may ever be treated as culturally or situationally relative.

#### **Article IX.**

WE AFFIRM that the term hermeneutics, which historically signified the rules of exegesis, may properly be extended to cover all that is involved in the process of perceiving what the biblical revelation means and how it bears on our lives.

WE DENY that the message of Scripture derives from, or is dictated by, the interpreter's understanding. Thus we deny that the "horizons" of the biblical writer and the interpreter may rightly "fuse" in such a way that what the text communicates to the interpreter is not ultimately controlled by the expressed meaning of the Scripture.

#### **Article X.**

WE AFFIRM that Scripture communicates God's truth to us verbally through a wide variety of literary forms.

WE DENY that any of the limits of human language render Scripture inadequate to convey God's message.

#### **Article XI.**

WE AFFIRM that translations of the text of Scripture can communicate knowledge of God across all temporal and cultural boundaries.

WE DENY that the meaning of biblical texts is so tied to the culture out of which they came that understanding of the same meaning in other cultures is impossible.

#### **Article XII.**

WE AFFIRM that in the tasks of translating the Bible and teaching it in the context of each culture, only those functional equivalents which are faithful to the content of biblical teaching should be employed.

WE DENY the legitimacy of methods which either are insensitive to the demands of cross-cultural communication or distort biblical meaning in the process.

#### **Article XIII.**

We AFFIRM that awareness of the literary categories, formal and stylistic, of the various parts of Scripture is essential for proper exegesis, and hence we value genre criticism as one of the many disciplines of biblical study.

WE DENY that generic categories which negate historicity may rightly be imposed on biblical narratives which present themselves as factual.

#### **Article XIV.**

WE AFFIRM that the biblical record of events, discourses and sayings, though presented in a variety of appropriate literary forms, corresponds to historical fact.

WE DENY that any event, discourse or saying reported in Scripture was invented by the biblical writers or by the traditions they incorporated.

#### **Article XV.**

WE AFFIRM the necessity of interpreting the Bible according to its literal, or normal, sense. The literal sense is the grammatical historical sense, that is, the meaning which the writer expressed. Interpretation according to the literal sense will take account of all figures of speech and literary forms found in the text.

WE DENY the legitimacy of any approach to Scripture that attributes to it meaning which the literal sense does not support.

#### **Article XVI.**

WE AFFIRM that legitimate critical techniques should be used in determining the canonical text and its meaning.

WE DENY the legitimacy of allowing any method of biblical criticism to question the truth or integrity of the writer's expressed meaning, or of any other scriptural teaching.

### **Article XVII.**

WE AFFIRM the unity, harmony and consistency of Scripture and declare that it is its own best interpreter.

WE DENY that Scripture may be interpreted in such a way as to suggest that one passage corrects or militates against another. We deny that later writers of Scripture misinterpreted earlier passages of Scripture when quoting from or referring to them.

### **Article XVIII.**

WE AFFIRM that the Bible's own interpretation of itself is always correct, never deviating from, but rather elucidating, the single meaning of the inspired text. The single meaning of a prophet's word includes, but is not restricted to, the understanding of those words by the prophet and necessarily involves the intention of God evidenced in the fulfillment of those words.

WE DENY that the writers of Scripture always understood the full implications of their own words.

### **Article XIX.**

WE AFFIRM that any pre-understandings which the interpreter brings to Scripture should be in harmony with scriptural teaching and subject to correction by it.

WE DENY that Scripture should be required to fit alien pre-understandings, inconsistent with itself, such as naturalism, evolutionism, scientism, secular humanism, and relativism.

### **Article XX.**

WE AFFIRM that since God is the author of all truth, all truths, biblical and extrabiblical, are consistent and cohere, and that the Bible speaks truth when it touches on matters pertaining to nature, history, or anything else. We further affirm that in some cases extrabiblical data have value for clarifying what Scripture teaches, and for prompting correction of faulty interpretations.

WE DENY that extrabiblical views ever disprove the teaching of Scripture or hold priority over it.

### **Article XXI.**

WE AFFIRM the harmony of special with general revelation and therefore of biblical teaching with the facts of nature.

WE DENY that any genuine scientific facts are inconsistent with the true meaning of any passage of Scripture.

**Article XXII.**

WE AFFIRM that Genesis 1-11 is factual, as is the rest of the book.

WE DENY that the teachings of Genesis 1-11 are mythical and that scientific hypotheses about earth history or the origin of humanity may be invoked to overthrow what Scripture teaches about creation.

**Article XXIII.**

WE AFFIRM the clarity of Scripture and specifically of its message about salvation from sin.

WE DENY that all passages Scripture are equally clear or have equal bearing on the message of redemption.

**Article XXIV .**

WE AFFIRM that a person is not dependent for understanding of Scripture on the expertise of biblical scholars.

WE DENY that a person should ignore the fruits of the technical study of Scripture by biblical scholars.

**Article XXV.**

WE AFFIRM that the only type of preaching which sufficiently conveys the divine revelation and its proper application to life is that which faithfully expounds the text of Scripture as the Word of God.

WE DENY that the preacher has any message from God apart from the text of Scripture.

Source: Hermeneutics, Inerrancy, and the Bible,  
edited by Earl D. Radmacher and Robert D. Preus, Zondervan Corp.,  
Grand Rapids, 1984, p. 881-887.

**APPENDIX B**  
**Guidelines for Trusts Deed**

1. The Number of Trustees shall not be fewer than three (3) or more than seven (7) and shall be appointed by the Church Board.
2. In case any of the Trustee appointed by the Church Board shall, during his or her term of office, die, resign or, having been, cease to be a member of the Church in full communion, or remove to such a distance, or fail to attend meetings for such period not less than one year, as shall in the opinion of his or her co-trustees expressed by a two-third vote of said co-trustees, render it inexpedient for him or her to remain a Trustee, that such Trustee has ceased to be a Trustee of the Church, and such person shall thereupon cease to be a Trustee, and at the same meeting it shall be lawful for the Church Board to appoint a successor to such Trustee provided, however, that no Trustee who is personally liable for payment of any indebtedness in respect of the property of the Church shall be removed without his consent unless indemnified to his satisfaction in respect of any such liability and unless at least eight days' notice in writing of such meeting shall have been mailed to each of the Trustees at his or her last known address, which notice shall state the business to be translated at such meeting.
3. The Trustees and their successors or the Trustee or Trustees for the time being acting in the trusts herein shall hold the said lands upon the following trusts:
  1. For the use and benefit of the Church, for the support and maintenance of public worship, and the propagation of Christian knowledge, according to the doctrine, discipline, by-laws, rules and regulations of The Chinese Christian Church of Ottawa.
  2. And upon further trust, out of all monies received by them for that purpose, to build, erect, add to, alter, repair, enlarge or rebuild any of the buildings aforesaid from time to time as they may deem expedient, and where they deem it necessary, to take down and remove any of the said buildings for any of the purposes aforesaid.
  3. And upon further trust, that shall and will obey, perform and fulfill and suffer to be obeyed, performed and fulfilled with respect to the said lands, and to any buildings or buildings at any time thereon, the lawful orders and directions respectively of the Church Board.
4. The said Trustees shall keep a proper book or books of account showing all monies received and disbursed by them, and a book or books of minutes showing correctly all minutes of their meetings and of resolutions

passed and proceedings taken thereat, and such book or books shall at all reasonable times be open for inspection by the Church Board or any person or persons named by them.

5. Every meeting of Trustees for considering the making of any alteration of or addition to any building on the said lands, or any part thereof, or for considering the sale, mortgage, hypothecation, lease or exchange of the said lands, or any part thereof, or for considering any litigation or legal proceedings in connection with the trust estate, shall be deemed a special meeting, and each member shall be entitled to seven days' notice in writing thereof, specifying the time, place and purpose of such meeting. Such notice shall be either personally delivered to each Trustee, or mailed to or delivered to him or her at his or her usual place of abode or business. Ordinary meetings may be called at any time by giving at least one day's notice in writing to each Trustee in the manner aforesaid, or by public announcement at a service for public worship at least one day prior to such meeting. Meetings may be called by the pastor in charge of the Church, or by at least two of the Trustees. Notwithstanding anything herein contained no meeting or an business transacted thereat shall be invalid by reason of any lack or defect of service of notice arising from inability to ascertain the usual place of abode or business of any Trustee. All questions shall be determined by the majority vote of the Trustees present at a meeting, and the Chairman shall have a casting vote in the event of a tie. The Board of Trustees shall elect a Chairman from among themselves.
6. A Trustee shall not be responsible for the failure of any investment or security made or taken by the Trustees or for anything done in connection with the trust estate except for his own acts and to account for any monies coming into his own hands, and shall not be liable for injury done by others to the said trust premises, or to any part thereof.
7. In the event of the dissolution of the Church, the real and personal properties of the Church shall be sold and the proceeds of the said sale shall be distributed for the use of any church or churches or non-profit Christian organizations with similar objectives, as the Church may deem fit.