



discovery bay international  
**Community Church**

***CHARTER***

This charter was ratified by the Evangelical Free Church of China -  
Discovery Bay International Community Church in

**2007**

CHARTER OF THE  
EVANGELICAL FREE CHURCH OF CHINA  
DISCOVERY BAY  
INTERNATIONAL COMMUNITY CHURCH  
HONG KONG

**ARTICLE I. NAME**

The official name of this organization shall be Evangelical Free Church of China – Discovery Bay International Community Church.

**ARTICLE II. PURPOSE**

In dependence upon God, and through the declaration of His Word, the purpose of Evangelical Free Church of China – Discovery Bay International Community Church is to:

- Present the good news of salvation to the lost by both proclamation and Godly lifestyle here and abroad.
- Stimulate corporate and individual worship.
- Teach and thus encourage every believer to be maturing in Jesus Christ.
- Develop and strengthen the Christian family unit.
- Promote loving Christian fellowship in the body.
- Encourage every believer to use his or her gifts and talents to glorify Christ in daily life both here and abroad, which includes ministering to orphans, widows, imprisoned, and the infirm.
- Teach the Scriptures, both Old and New Testaments, which are the inspired Word of God, the living Word of life, wholly truthful and trustworthy, and the final authority for all Christian faith and life.
- Our Purpose Statement is: *Bringing glory to God by nurturing the community into a relationship with Him, where believers are equipped to be Christlike.* (Mt. 22:37-40; 28:19-20)

**ARTICLE III. RELATIONSHIP**

1. The Evangelical Free Church of China – Discovery Bay International Community Church is an independent member church cooperating with the Evangelical Free Church of China.
2. The church shall cooperate with the conference of the Evangelical Free Church of China and shall, whenever possible, be represented at their Annual General Meeting (AGM) in accordance with their regulations as follows:

MEMBERSHIP	NUMBER OF DELEGATES
25-50	Two (2) delegates
51-100	Four (4) delegates
101-200	Six (6) delegates
210-300	Eight (8) delegates
301 or more	Ten (10) delegates

**ARTICLE IV. DOCTRINAL STATEMENT**

1. We believe in one true God, Creator of all things and Lord of the universe, eternally existing in three persons, Father, Son and Holy Spirit.
2. We believe that Jesus Christ is the Son of God, being true God and true man, having been conceived of the Holy Spirit and born of the Virgin Mary. He died on the cross for the atonement of mankind's iniquities, so that man may be delivered from the condemnation and power of sin. Further arose from the dead, ascended into heaven, where at the right hand of the Father, He now sits as the Advocate and High priest interceding for the saints. He is also the Head of the church, and will come visibly again from heaven to establish His kingdom and to judge the living and the dead.

3. We believe that all authority in heaven and earth was given to Jesus Christ after His bodily resurrection. Therefore, it is the duty of every believer to be involved in spreading the good news of salvation in Christ by making disciples of all nations, baptizing them in the name of the Father and the Son and of the Holy Spirit.
4. We believe that the Holy Spirit is the third person of the Trinity, who descended on the day of Pentecost to glorify Christ and continues His ministry today by convicting sinners, granting new birth, and indwelling and empowering believers for victorious and holy living. Therefore, He unites them into one body, the Church of Christ.
5. We believe that man was created in the image of God to worship Him eternally, but became spiritually dead because of disobedience to God. When Adam our forefather and representative sinned, all sinned in him, and all were born in sin with a corrupt nature. Thus all live under the wrath of God. Yet God in His Grace revealed Christ and offers cleansing by Christ's blood to remove us of our sinful condition as we respond in sincere repentance and accept Christ's redemption for us individually. We believe this to be the work of regeneration by the Holy Spirit necessary for every believer. Therefore, Heaven, God's eternal abode, awaits for all who have trusted in Christ and long to be in the presence of God.
6. We believe that salvation is a gift of God and can only be received by faith in Jesus Christ alone. Salvation can be found in no one else, because no other name was given to mankind for the forgiveness of his or her sins that he or she might be saved.
7. We believe that Water Baptism and the Lord's Supper are ordinances to be observed by the church during the present age. They are, however, not to be regarded as means of salvation.
8. We believe the Scriptures, both Old and New Testaments, to be the inspired Word of God, the living Word of life, wholly truthful and trustworthy, and the final authority for all Christian faith and life.
9. We believe that all men will be resurrected, the believers to eternal life and heavenly blessings, and the unbelievers condemned to eternal death in hell.
10. We believe that Satan is the devil, the source of all evil. He is working in the hearts of disobedient men, and will one day receive eternal punishment.

## **ARTICLE V. MEMBERSHIP**

### **A. MEMBERSHIP**

1. Anyone may apply for membership in this church if he or she is at least sixteen years of age, professes that Jesus Christ is his or her personal Savior, and is living in fellowship with the Lord and other believers, and has either been baptized as a believer or is open to such baptism.
2. Those desiring to transfer their membership from another church must meet the same requirements as all other applicants.
3. Each candidate shall make application in writing by submitting a membership form provided by the church and delivered to the Pastor or a member of the Board of Elders.
4. The membership applicant shall attend a church membership information class taught by the leadership of this church.
5. The applicant must be able to give testimony concerning his or her conversion and must, in his or her life, manifest the fruit of true faith in Christ.
6. The applicant must support the Doctrinal Statement and Charter of this church.
7. The applicant shall meet with the Board of Elders or its designee who shall interview the applicant as to his or her conversion and Christian experience. Having discerned a sincere faith in Christ and a desire to serve and obey the Lord, the Board of Elders shall approve the applicant for membership.

8. The new member shall be received into the fellowship at a regular worship service of the church and shall be given an opportunity (at the option of the new member) to testify concerning his or her faith.

#### B. ASSOCIATE MEMBERSHIP

1. Those desiring to maintain their membership with a non-Hong Kong, overseas church may make application for Associate Membership by submitting a membership form provided by the church and delivered to the Pastor or a member of the Board of Elders.
2. Those desiring Associate Membership must meet the same requirements as all other membership applicants.

#### C. INACTIVE MEMBERS

1. Members and Associate Members who are absent for twelve (12) months from the stated services of this church, without sufficient reason or who have taken up permanent residence elsewhere, shall be placed on the list of inactive members by the action of the Elder Board.
2. All members and associate members placed on the inactive list shall be notified at the time of such action by the Elder Board at the place of their last known address. Furthermore, they shall be deprived of the right to be placed on the ballot or to vote at any congregational business meeting of the church.
3. If there is no sufficient response on the part of the inactive member or associate member within two (2) months of being placed upon the inactive list, he or she shall be dropped from the rolls of the church by vote of the Elder Board and shall be notified of said action by the Elder Board.
4. An inactive member or associate member who has been dropped from the church roll may appeal to the Elder Board by letter within thirty (30) days and, upon approval, he or she shall be restored to active membership

#### D. MEMBERSHIP TRANSFER

Upon request, members and associate members leaving this church may be granted a letter of their standing as members of the church by the Pastor or Board of Elders.

#### E. MEMBERSHIP PRIVILEGES: Members and Associate Members

1. To voice your concerns and opinions in Christian courtesy and love.
2. Under the guidance of the Holy Spirit, to participate in discussions and voting at congregational business meetings.
3. To hold offices and participate in the life and ministry of the church under the guidance of church leadership.

#### F. MEMBERSHIP RESPONSIBILITIES: Members and Associate Members

The responsibilities of membership shall include, but not be limited to, the following:

1. To conduct oneself in such a way as to be found in obedience to our Lord's command. "*A new command I give you: Love one another. As I have loved you, so you must love one another. By this all men will know that you are my disciples. If you love another.*" (John 13: 34 NIV)
2. To apply the teachings of the Scriptures to daily life by not loving the world or anything in it. "*But be transformed by the renewal of your mind so that you may test and approve what God's will is and always be in His good, pleasing and perfect will.*" (1 John 2:15; Romans 12:2; 1 Tim. 4:12)

3. To be active in church attendance, Bible reading, private and family devotions, personal and public testimony, seeking to present Christ to others and always striving to be example to other believers in speech, life, love, faith and purity. *“And let us consider how we may spur one another on toward love and good deeds. Let us not give up meeting together, as some are in the habit of doing, but let us encourage one another- and all the more as you see the day approaching.”* (Hebrews 10:24-25; I Tim. 4:12 NIV)
4. To be accountable to one another in Christian love concerning our spiritual lives and Christian conduct. *“As iron sharpens iron, so one man sharpens another.”* (Proverbs 27:17 NIV)
5. To be a good steward of one’s personal time, talents and financial resources in order to provide for Christ’s church and Christ’s kingdom work. *“Therefore, I urge you, brothers, in view of God’s mercy, to offer your bodies as living sacrifices, holy and pleasing to God – this is your spiritual act of worship. Do not conform any longer to the pattern of this world, but be transformed by the renewing of your mind. Then you will be able to test and approve what God’s will is – his good, pleasing and perfect will.”* (Romans 12:1,2)

## G. CHURCH DISCIPLINE

### A. MEMBERS and ASSOCIATE MEMBERS

The self-cleansing effect of internal discipline is essential to the life of the church. In mutual submission, the congregation shall practice the gentle, restorative approach to discipline directed in Galatians 6, Matthew 18 and related scriptures. The objective of such discipline is the purity and maturity of the church and restoration, not punishment, for the person undergoing discipline. If the person has been approached on a one-to-one basis, and after all reasonable restorative attempts have been made does not repent of his or her unscriptural conduct, the following procedures shall be followed:

1. If membership of the church or any regular participant in the activities of the church behaves in a manner that, in the opinion of the Elder Board, violates scriptural principles and fails to demonstrate the fruit of repentance, the Elder Board shall interview and counsel the person in accordance with the word of God (Matthew 18: 15-17; Galatians 6:1). The purpose of such interview is to restore the person to fellowship.
2. If the person is a member or associate member, and continues to fail to demonstrate the fruit of repentance, a designated Elder Board member (selected by unanimous vote) shall recommend to the church that the person’s membership be terminated. An affirmative vote by seventy-five percent (75%) of those members attending any duly called meeting of the church shall cause termination of the person’s membership.
3. Any person whose membership has been terminated in accordance with the foregoing paragraph shall be excluded from participation in the activities of the church unless and until such person demonstrates the fruit of repentance.
4. If the membership of an Elder or an Elder/Pastor is terminated in accordance with the foregoing paragraphs, that Elder or Elder/Pastor shall be suspended forthwith from any further participation in church activities.
5. The disciplinary procedure described above is to be carried out in accordance with Titus 3:10-11; Galatians 6:1; Matthew 18:15-17 and 1 Corinthians 5:1-13
6. Anyone who has been renounced or has been deprived of membership may reapply for membership if he or she has demonstrated true repentance. The Board of Elders shall determine if such persons shall be reinstated.

### B. NON-MEMBERS

1. Non-members may be excluded from participation in the activities of the church for any cause that creates division, disharmony or in any way that impairs the effectiveness of the church. The discipline of non-members shall, in all cases, rest with the Elder Board and shall be imposed in accordance with the same procedures that apply to members.

## **ARTICLE VI: CHURCH GOVERNMENT**

### **A. GENERAL QUALIFICATIONS:**

1. Persons to qualify for election to the Board of Elders or Deacon Board shall be 18 years old or older and a member or associate member of this church for a period of not less than one (1) year. The "one year" qualification may be waived at the discretion of the Elder Board.
2. With the exception of references to gender, Deacons and Deaconesses shall qualify for service on the basis of the standards set forth in I Timothy 3:1-12 and Titus 1:6-9. Therefore, any member or associate member who is growing in knowledge and understanding of the Bible, has an active faith, is maturing spiritually, loves God and His church, has a good reputation (Acts 6:3), and lives an exemplary life is eligible for service as a Deacon or Deaconess.

## **ARTICLE VII: ELECTED CHURCH POSITIONS**

### **A. ELDERS**

1. The Elder Board shall be accountable to the church. The Elder Board shall manage the affairs of the church and govern it in accordance with the biblical authority which has been conferred by the Lord Jesus Christ Himself, the head of the church. (Acts 20:28; Hebrews 13:17)
2. The church shall have at least three Elders, one of whom shall be the Senior Pastor (hereinafter the Senior Pastor may be referred to as the "Pastoral Elder" and the remaining Elders as "Congregational Elders"). These Elders together shall comprise the Elder Board. The number of Elder positions may be increased at the discretion of the congregation, provided there will always be an odd number of elders,
3. The Elders shall designate one of the Congregational Elders to act as Chairman of the Elder Board. The Senior Pastor shall not be eligible to serve as Chairman of the Elder Board.
4. The Elder Board shall conduct its business by 2/3<sup>rd</sup>s majority vote, except as otherwise provided herein.

### **B. ELDER BIBLICAL QUALIFICATIONS:**

- Hospitable (1 Timothy 3:2; Titus 1:8)
- Able to teach (1 Timothy 3:2; 5:17; Titus 1:9)
- Not violent but gentle (1 Timothy 3:3; Titus 1:7)
- Not a lover of money (1 Timothy 3:3)
- Not quarrelsome (1 Timothy 3:3)
- Not a recent convert (1 Timothy 3:6)
- Self-controlled (1 Timothy 3:2; Titus 1:8)
- Having a good reputation with outsiders (1 Timothy 3:7)
- Not overbearing (Titus 1:7)
- Not quick-tempered (Titus 1:7)
- Loving what is good (Titus 1:8)
- Upright and holy (Titus 1:8)
- Disciplined (Titus 1:8)
- Above reproach (blameless) (1 Timothy 3:2, 9; Titus 1:6)
- Husband of only one wife (1 Timothy 3:2, 12; Titus 1:6)
- Man of Dignity (1 Timothy 3:8)
- Not Double Tongued (1 Timothy 3:8)
- Temperate (1 Timothy 3:2, 8; Titus 1:7)
- Respectable (1 Timothy 3:2, 8; Titus 1:7)
- Not given to drunkenness (1 Timothy 3:3, 8; Titus 1:7)
- Able to manage his family well (1 Timothy 3:4, 12; Titus 1:6)
- Manages his children with dignity, keeping them under control (1 Timothy 3:4-5)
- Has children raised in the ways of the Lord, not rebellious or pleasure seekers (1 Tim. 3:4; Titus 1:6)
- Not a pursuer of dishonest gain (1 Timothy 3:9; Titus 1:9)
- Holding firmly to the deep truths (1 Timothy 3:9; Titus 1:9)

### C. ELDER DUTIES:

- Administrative – to rule the church (1 Timothy 5:17; Titus 1:7)
- Pastoral – to shepherd the church (1 Peter 5:2; Jude 12)
- Educational – to teach the church (Ephesians 4:12-13; 1 Timothy 3:2)
- Representative – to represent the church (Acts 20:17; 1 Timothy 5:17)
- Officiate – to lead in the functions of the church (1 Corinthians 11:17-34; Jam. 5:14)

### D. ELDER ACCOUNTABILITY TO CONGREGATION:

Notwithstanding the aforesaid grant of authority, the Elder Board must obtain Congregational approval for the following matters:

1. Approval of the church Annual Budget.
2. Cumulative annual non-budgeted expenditures that exceed 15% of the Annual Approved Budget for non-emergency, non-budgeted expenditures without congregational support.

### E. ELECTION OF CONGREGATIONAL ELDERS

1. The election of congregational elders shall take place at the Annual General Congregational Meeting (AGM) held between January – March each year.
2. Congregational Elders shall be elected to a term of one (1) year.
3. A Congregational Elder who has served three (3) full consecutive annual terms shall not be eligible for re-election for a period of one (1) year.
4. The Nominating Committee shall prepare the ballots. This ballot shall be published at least one (1) Sunday prior to the Sunday on which the election is held.
5. All candidates shall be elected by a simple majority of the total vote cast.
6. All newly elected members of the Elder Board shall assume their duties immediately following the Annual General Meeting (AGM).

### F. ELDER VACANCY REPLACEMENT

1. In the event of the removal, resignation, permanent disability or death of a Congregational Elder, the remaining Elders shall appoint a replacement from the membership of the church that shall serve as Congregational Elder until the next Annual General Meeting.
2. In the event of the removal, resignation, permanent disability or death of the Pastoral Elder, the remaining Elders shall direct the Pastoral Search Committee to commence a search for a new Senior Pastor in accordance with the provisions of Article VII, Section A.

### G. SENIOR PASTOR

1. The qualifications for election to the position of Senior Pastor and other pastoral staff shall be the same as those for Elders.
2. The Senior Pastor shall be a member of the Elder Board, although he may not serve as Chairman of the Elder Board.

### H. DUTIES OF THE SENIOR PASTOR

The Senior Pastor shall perform all of the scriptural duties of this office and under the guidance of the Holy Spirit, have freedom of the pulpit. These shall include:

1. Preaching and teaching at the stated services of the church, encouraging evangelism, administering ordinances of the church, caring for the spiritual welfare of the members as far as time and opportunity permits.

2. He shall give priority to the study and teaching of the Word of God in accordance with Article VIII. Section A2.
3. He shall be a member of the Elder Board for the term of his employment contract.
4. The Senior Pastor shall have the authority to hold each member of the Pastoral Staff accountable for his or her assigned ministry. He shall be responsible for the overall supervision, direction and counseling of the members of the Pastoral Staff in the discharge of their duties.
5. The Senior Pastor shall submit a written report concerning the church's work at the Annual General Meeting

#### I. ADDITIONAL PASTORAL STAFF

1. Supporting staff shall be assigned and called to meet the needs of the ministry of the church.
2. The process of calling such pastoral staff shall be the responsibility of the Elder Board in accordance with Article
3. All pastoral staff shall be approved by, as well as under the supervision and leadership of the Senior Pastor, and accountable to the Elder Board. All pastoral staff shall meet regularly with the Senior Pastor in order to maintain and manage their ministry responsibilities.
4. In the event of a foreseeable conflict beyond the scope of the Elder Leadership among the pastoral staff, the senior pastor in harmony with the Elder Board, reserves the right to seek approved counsel, such as the EFCC or EFCM, in order to mediate any dispute that might damage the witness and unity of the church. Such advice is advisory only and must be in compliance with Article V, Section F; Article VII, Sections A-F; and Article VIII, Section B 3, of this document.

### **ARTICLE VIII: THE CALL OF THE PASTOR**

#### A. PASTORAL SEARCH COMMITTEE

1. The Elder Board shall instruct the Pastoral Search Committee to secure suitable candidates who are in sympathy with the purposes and aims of the Evangelical Free Church.
2. The Pastoral Search Committee shall consist of an Elder appointed by the Board of Elders, the Chairman of the Elder Board, and one additional member of the Elder Board appointed by the Elder Board. The above appointed persons shall meet and appoint two additional persons from the membership at large who are not members of the Board of Elders. These members or associate members shall serve on this committee until a Pastor is installed, even though their terms of office may have expired. In case of a resignation of a member of the Pastoral Search Committee prior to the installation of a pastor, no replacement shall be appointed.
3. The candidate shall have opportunity to preach at a minimum of two church services.
4. Once the Pastoral Search Committee is convinced it has a man to recommend as a candidate for a Pastoral call, the congregation shall be convened for a special Congregational Meeting. Announcement of this meeting shall be made in writing to the membership at least two (2) weeks prior to the meeting. The congregation shall then vote as to whether or not it desires to send the recommended candidate a call to become Pastor of the church. If he receives a three-quarters (3/4) majority vote of the members present and voting, (provided at least one-half (1/2) of the active resident members are present), the call shall be extended. If not, the matter goes to the Pastoral Search Committee for the presentation of a new recommendation. No candidate may be presented to the congregation for a vote the second time until at least one other candidate has been voted upon.
5. The Pastoral Search Committee shall notify the Pastor-elect of the church's desire and make arrangements for his installation.



6. The salary shall be determined at the time of the call by the Elder Board and may be adjusted from time to time, as deemed appropriate, by the Elder Board. All such adjustments are to be ratified by vote of the church membership at a Special Congregational meeting.
7. Upon accepting the Pastoral position, the Pastor-elect is expected to be examined by the Ministerial Board of the Evangelical Free Church of China for the purpose of becoming a member of the EFCC Ministerial (co-workers).
8. Additional Pastoral staff may be added upon the recommendation of the Elder Board, after confirmation by a vote of the congregation, in a General or Special Congregational business meeting.
9. As a general rule, and as applicable, the principles of Article VIII, Section A 2 will be used in dealing with all Pastoral staff.

#### B. TERMINATION OF THE PASTOR

1. The pastor shall serve under agreement with a specific term of service, unless other arrangements are made at the time the call is given and accepted.
2. The relationship between the Pastor and the church may be dissolved at the option of either, by the giving of a four (4) months notice, or otherwise by mutual consent.
3. If the Pastor should depart from the Word of God in his conduct or in doctrine as contained in the Doctrinal Statement of the church, the Board of Elders shall admonish him in love; and should this not have the desired result, the Pastor shall be discharged by action of the church. In keeping with I Timothy 5:19-20, no complaint shall be brought against an Elder (the Pastor) except upon written testimony of two or three witnesses. If the need arises, the Elder Board should be encouraged to call for counsel from the Evangelical Free Church of China personnel and/or the Evangelical Free Church Mission Field Director.
4. In the event of application of the above paragraph, the Pastor may be discharged immediately from his term of office by the church in accordance with the following procedure:
  - A. The Pastor may only be dismissed at a Congregational meeting of the congregation called by the Chairman of the Elder Board with the approval of the Elder Board.
  - B. The Elder Board shall present to the congregation the reason why they are recommending the dismissal of the Pastor.
  - C. The Pastor shall be accorded the right of stating his position before the congregation, but he shall absent himself at the time of voting.
  - D. A ballot vote of three-quarters (3/4) majority vote of the members present and voting, (provided at least one-half (1/2) of the active resident members of the church are present), shall make valid the termination of the Pastor.
  - E. In spirit of Christian love, reasonable and fair compensation, a suitable package including moving expenses shall be worked out between the Elder Board and the departing Pastor.

### **ARTICLE IX: APPOINTED CHURCH POSITIONS**

#### A. DEACONS AND DEACONESS

1. To serve under the direction of the Elder Board to minister to the needs of the church. The role of the Deacons and Deaconess may vary depending on the needs of the congregation (Acts 6:1-7).
2. In order to maintain church unity and order, at no time are the Deacons or Deaconess to act independently of the church or separately from the Board of Elders. They are to be in full agreement with the purpose and vision of the church.

3. The Elder Board, acting at its sole discretion, may appoint or remove Deacons or Deaconesses. The Elder Board shall not be limited in terms of the number of Deacons or Deaconesses it appoints.
4. A Deacon or Deaconess shall serve a term of one year, and may be re-appointed at the discretion of the Elder Board.
5. The service role of Deacon or Deaconess may be carried out by both men and women.

#### B. DEACON AND DEACONESS BIBLICAL QUALIFICATIONS

##### DEACONS (Men of Faith):

- Above reproach (blameless) (1 Timothy 3:2, 9; Titus 1:6)
- Husband of only one wife (1 Timothy 3:2, 12; Titus 1:6)
- Temperate (1 Timothy 3:2, 8; Titus 1:7)
- Men of dignity (1 Timothy 3:8)
- Not double tongued (1 Timothy 3:8)
- Respectable (1 Timothy 3:2, 8; Titus 1:7)
- Not given to drunkenness (1 Timothy 3:3, 8; Titus 1:7)
- Able to manage his family well (1 Timothy 3:4, 12; Titus 1:6)
- Manages his children with dignity, keeping them under control (1 Tim. 3:4-5)
- Has children raised in the ways of the Lord, not rebellious or pleasure seekers (1 Timothy 3:4; Titus 1:6)
- Not a pursuer of dishonest gain (1 Timothy 3:8; Titus 1:7)
- Holding firmly to the deep truths (1 Timothy 3:9; Titus 1:9)
- Sincere (1 Timothy 3:8)
- Tested (1 Timothy 3:10)
- Full of the Spirit and Wisdom (Acts 6:3)

##### DEACONESS: (In addition, the following applies to Women of Faith)

- Dignified (1 Timothy 3:11)
- Not malicious gossips (1 Timothy 3:11)
- Temperate (1 Timothy 3:11)
- Faithful in all things (1 Timothy 3:11)

#### C. NOMINATING COMMITTEE

1. Qualifications: The Committee shall be appointed by and accountable to the Elder Board. It shall be comprised of no fewer than five members: The Pastoral Elder, one Congregational Elder, and three non-elder members or associate members of the church who have been members for at least one year.
2. Duties: The Committee shall prepare a list of candidates for the Elder Board to be presented on a written ballot at the Annual General Meeting. No person's name shall be placed on a ballot without that person's express consent.
3. Notwithstanding the foregoing, any member or associate member may cause a name to be placed on a ballot, provided that the nominee has expressly consented to serve as an Elder, if elected, and provided further that the nominee has been interviewed by the Pastoral Elder and found to possess the necessary biblical qualifications for the office. The Pastoral Elder shall deliver his findings to the Committee.
4. All such nominations shall be in writing and delivered to the Nominating Committee at least three weeks before the scheduled date of the Annual General Meeting.

### ARTICLE X. AUXILIARY BODIES

#### A. GENERAL RULES

1. No Auxiliary Body shall be allowed to adopt any rules or charter, or take any action, which will be in conflict with the Charter of the church.

2. When it is deemed necessary to organize new Auxiliary Bodies, permission shall be first obtained from the Elder Board.

## **ARTICLE XI. CONGREGATIONAL BUSINESS**

### **A. VOTING AND ELECTION METHODS**

1. The voting privilege is given only to members and associate members who are on the active roll of the church.
2. The number of church members and associate members necessary for the transaction of church business at a congregational business meeting shall be at least sixty percent (60%) of the active resident membership. The method of voting shall be left to the discretion of the person chairing the congregational business meeting unless otherwise stated in this charter.
3. A secret ballot must be taken for these items of business:
  - a. Election of all members of the Board of Elders.
  - b. To determine if a candidate should be called as Pastor or Pastoral staff to the church.
  - c. A vote to dismiss the Pastor.
  - d. Any other business the Chairman or the congregation may choose to transact by secret ballot.
4. The Chairman shall appoint tellers to count the ballots when voting is done by ballot.
5. In order to maintain a spirit of unity in the church, the Chairman may only announce the results of elections and not the number of votes cast for each candidate or decision. Ballots are to be disposed of immediately after the official results are announced.
6. The deciding factor in any vote taken in a Congregational Business meeting shall be a majority vote of the members present and voting unless otherwise stated in this charter.

### **B. MOTIONS AND NOMINATIONS**

1. Unless otherwise specified in this Charter, motions at a Congregational Business meeting may be presented by members and associate members of the Congregation, including the Elder Board.
2. Meetings are to be conducted in a formal and orderly manner and in spirit of unity. For official matters Robert's Rules of Order is recommended for the orderly conduct of business.
3. All nominations for elected positions are to follow the procedure that has been laid out in this Charter. Any recommendations by members or associate members of the congregation at a business meeting of the church will be brought under advisement of the Elder Board.

### **C. CONGREGATIONAL BUSINESS MEETINGS**

1. The AGM shall be held between January – March each year on a date determined by the Elder Board.
2. When it is necessary to consider matters of church business prior to an AGM, the Elder Board is empowered to call a Special Congregational business meeting provided two (2) consecutive Sunday notices from the pulpit have been made prior to the day of the meeting.
3. All congregational business meetings, regular or special, including those of the auxiliary bodies, shall be under the jurisdiction of the Elder Board.
4. The Elder Board shall set the hour of all regular meetings of the church. The scheduling of no other meeting of the church or its auxiliary bodies shall be allowed to interfere with such meetings without the express consent of the Elder Board.

### **D. ORDINANCES AND SPECIAL MEETINGS**

1. Communion service shall be held at least once per month unless otherwise decided by the Pastor in cooperation with the Board of Elders.
2. Baptismal service shall be held whenever deemed advisable by the Pastor in cooperation with the Board of Elders.
3. The Fiscal year of the church shall be from April 1 to March 31.
4. Any outside organizations or individuals that wish to use the facilities of this church must receive permission from Elder Board.

## **ARTICLE XII. FUNDAMENTAL PRINCIPLES**

A. The Evangelical Free Church of China - *Discovery Bay International Community Church* believes that its members should live lives separated unto the person and service of Jesus Christ, unto a life of Godliness and total commitment to Christ as Lord. It believes that Christianity is a matter of practice as well as attitudes and Biblical principles. This does not mean isolation, but insulation from the world. It is a separation from such practices that will harm the body as the Temple of the Holy Spirit, weaken the mind, hinder the testimony for Christ, and hurt the growth of fellow believers.

B. This principle is based upon the following scripture:

*John 17:15-17 My prayer is not that you take them out of the world but that you protect them from the evil one. They are not of the world, even as I am not of it. Sanctify them by the truth; your word is truth. (NIV)*

*I Corinthians 6:19-20 Do you not know that your body is a temple of the Holy Spirit, who is in you, whom you have received from God? You are not your own; you were bought at a price. Therefore honor God with your body. (NIV)*

*I Corinthians 10:31-33 So whether you eat or drink or whatever you do, do it all for the glory of God. Do not cause anyone to stumble, whether Jews, Greeks or the church of God- even as I try to please everybody in every way. For I am not seeking my own good but the good of many, so that they may be saved. (NIV)*

*II Corinthians 6:14-18 Do not be yoked together with unbelievers. For what do righteousness and wickedness have in common? Or what fellowship can light have with darkness? What harmony is there between Christ and Belial? What does a believer have in common with an unbeliever? What agreement is there between the temple of God and idols? For we are the temple of the living God. As God has said: "I will live with them and walk among them, and I will be their God, and they will be my people." "Therefore come out from them and be separate, says the Lord. Touch no unclean thing, and I will receive you." "I will be a Father to you, and you will be my sons and daughters, says the Lord Almighty." "I will be a Father to you, and you will be my sons and daughters, says the Lord Almighty." (NIV)*

*Romans 12:1-2 Therefore, I urge you, brothers, in view of God's mercy, to offer your bodies as living sacrifices, holy and pleasing to God--this is your spiritual act of worship. Do not conform any longer to the pattern of this world, but be transformed by the renewing of your mind. Then you will be able to test and approve what God's will is--his good, pleasing and perfect will. (NIV)*

*Romans 13:8 Let no debt remain outstanding, except the continuing debt to love one another, for he who loves his fellowman has fulfilled the law. (NIV)*

*Romans 15:1-2 We who are strong ought to bear with the failings of the weak and not to please ourselves. Each of us should please his neighbor for his good, to build him up. (NIV)*

*James 4:4 You adulterous people, don't you know that friendship with the world means enmity against God? Therefore anyone who chooses to be a friend of the world becomes an enemy of God. (NIV)*

*1 Peter 2:11-12 Dear friends, I urge you, as foreigners and exiles, to abstain from sinful desires, which wage war against your soul. Live such good lives among the pagans that, though they accuse you of doing wrong, they may see your good deeds and glorify God on the day he visits us. (NIV)*

*1 John 2:15-17 Do not love the world or anything in the world. If anyone loves the world, love of the Father is not in him. For everything in the world--the lust of the flesh, the lust of the eyes, and the pride of life--comes not from the Father but from the world. The world and its desires pass away, but whoever does the will of God lives forever.*

### **ARTICLE XIII. AMENDMENTS**

This charter may be revised or amended at any congregational business meeting of the church by a two-thirds (2/3) majority of votes cast provided said proposed amendments have been presented and discussed at a regular or special congregational business meeting at least one (1) month prior to the time of the amendment of revision.

### **ARTICLE XIV. DISSOLUTION**

The term of the existence of this organization shall be perpetual or until dissolved by law. In case of dissolution of the church, the property shall automatically become the property of the Evangelical Free Church of China.