



---

# **CONSTITUTION AND BYLAWS**

# AN INVITATION<sup>1</sup>

It is a joyful matter to strike hands in the bonds of fellowship as members of the same local church, sharing its responsibilities, victories, and life changes. Christians should hold Church Membership as a privilege in which to serve the Lord.

We invite all followers of the Lord Jesus, who believe the Word of God and who find themselves in harmony with our doctrine, and who are willing to follow the teaching of Scripture, to unite in membership with us at Innisfail Baptist Church.

We invite you to join us in this, our covenant:

“Having been led, as I believe by God, to receive the Lord Jesus Christ as my Lord and Saviour, and having been baptized, I do now enter into covenant with the fellowship of Innisfail Baptist Church.

I intend, therefore, through the Holy Spirit:

- To walk together in Christian love and fellowship with others of the church family
- To exercise faithfully, the spiritual gifts bestowed upon me
- To strive for personal growth in prayer, Scriptural knowledge and personal holiness
- To walk carefully by Scriptural principles
- To participate in the worship and ordinances of the church
- To contribute cheerfully and regularly to the support of its ministry and the spread of the Gospel throughout the world
- To share my faith with others as opportunity affords
- To submit to the Scriptural discipline of the church body.”

<sup>1</sup>This “invitation” was adopted by the Membership of Innisfail Baptist Church on February 3, 1955.

# **INNISFAIL BAPTIST CHURCH CONSTITUTION<sup>2</sup>**

## **Article I – Name**

The name of the church shall be called ‘Innisfail Baptist Church’ of Innisfail, Alberta. Innisfail Baptist Church is an autonomous community of Christians accepting and submitting themselves to the authority of the Bible and Headship of Jesus Christ. We seek, through the power of the Holy Spirit, to strive for love and unity in developing our life in God. To enable us to facilitate this task, we have voluntarily affiliated ourselves with the Baptist General Conference of Canada.

## **Article II – Purpose**

The primary purpose of the church is to worship and glorify God. Its function is to equip the saints to foster personal growth in Christ, and to share Him with the world – through worship, instruction, fellowship and service. Acts 2:41-47, Matt 28:19-20 (Adopted May 31, 1995)

- A. Innisfail Baptist Church exists to worship God and celebrate His Name:  
Ps. 95,96,100; 1 Chr. 29:10-13; Rev. 4,5; Eph. 3:20-21
  - 1. Through an awareness of, and response to, His person and presence.  
Isa. 6:1-8; John 4:24
  - 2. Through commitment to, and fellowship with, Jesus Christ our Lord.  
Col. 1:15-20; John 15:1-8
  - 3. Through oneness and praise in the Holy Spirit. Rom. 15:5-13
  
- B. Innisfail Baptist Church exists to cultivate personal growth in Christ and to encourage love, acceptance and forgiveness for one another: Eph. 4:4-13,32; Rom. 15:7, John 15: 12-17
  - 1. Through the discipling of individuals by the study and application of God’s Word. Matt. 28:19-20; 2 Tim. 2:2; Acts 2:42; Rom. 12:2; Col. 3
  - 2. Through the recognition, use and development of spiritual gifts by every believer. Eph. 4:7; Rom. 12:4-8; 1 Cor. 12:7-11,27
  - 3. Through sharing joys, bearing burdens, and meeting each other’s needs. Rom. 15:1-7; Gal. 6:1-2; Acts 2:42-47; 1 Cor. 12:25-26
  
- C. Innisfail Baptist Church exists to communicate Jesus Christ to individuals in our world: Acts 1:8; 8:4
  - 1. Through demonstrating genuine love for the brothers and sisters of Innisfail Baptist Church by word and action. John 13:34-35; John 17:20-23; 1 John 2:9-11; 1 John 3:11-24, 4:7-21
  - 2. Through individually building loving and caring relationships with people and by discovering and meeting community needs collectively. Acts 2:47; Gal. 6:10

<sup>2</sup>The Membership of Innisfail Baptist Church adopted this “Constitution” on October 4, 1995.

3. Through evangelism and discipleship in our community and around the world. Matt. 28:18-20; 1 Peter 3:15; Col. 4:5-6; Luke 24:46-48

### **Article III – Statement of Faith**

“Take heed unto thyself, and unto the doctrine; continue in them: for in doing this thou shalt both save thyself, and them that hear thee.” 1 Timothy 4:16

1. **THE WORD OF GOD:** We believe that the Bible is the Word of God, fully and verbally inspired by the Holy Spirit. We believe that the Bible, in its original manuscripts, is free from all falsehood or mistake and so is entirely true and trustworthy in all its assertions on all matters of natural and theological fact, and that it has supreme authority in all matters of faith and conduct. 2 Tim. 3:16; 2 Pet. 1:21; 1 Thess. 2:13; Matt. 24:35; Rev. 22:18-19
2. **THE TRINITY:** We believe that there is one living and true God, eternally existing in three persons, that these are equal in every divine perfection, and that they execute distinct, but harmonious, offices in the work of creation, providence and redemption. Gen. 6:3; Deut. 6:4; 1 John 5:7; John 1:1; Matt. 3:13-17; John 10:30; Col. 2:9
3. **GOD THE FATHER:** We believe in God, the Father, the infinite, personal Spirit, perfect in holiness, wisdom, power and love. We believe that He concerns Himself mercifully in the affairs of people, that He hears and answers prayer, and that He saves from sin and death, all who come to Him through Jesus Christ. Deut. 6:4; 1 Tim. 2:5; Gen. 1:1; Isa. 6:3; John 4:24; Ps. 147:5; Isa. 40: 25-31; Matt. 16:17
4. **JESUS CHRIST:** We believe in Jesus Christ, God’s only Son, eternally one with God; and that His earthly body was conceived by the Holy Spirit. We believe in His deity, virgin birth, sinless life, miracles and teachings. We believe in His substitutionary atoning death through the shedding of His blood, bodily resurrection, ascension into heaven, perpetual intercession for His people and personal, visible return to earth. Matt. 1: 18-25; Isa. 7:14; John 1:1; Isa. 53: 5-6; 1 Pet. 2:24; 2 Cor. 5:21; Isa. 9:6; 1 Pet. 1:18-19; Luke 24:39; Phil. 3: 20-21; 1 John 1:7; Heb. 7:25
5. **THE HOLY SPIRIT:** We believe in the personality, deity, and power of the Holy Spirit, who came to convict the world of sin, righteousness and judgment, and to enlighten, regenerate, sanctify and empower. We believe that the Holy Spirit indwells every believer in Christ and that He is the abiding Helper, Teacher and Guide. Believers have the privilege of being filled daily by the Holy Spirit, enabling them to live a victorious Christian life. John 16:8-11; Acts 1:8; Eph. 1:14, 5:18-21; Rom. 8:9-11; Gal. 5:22-23; 1 Cor. 12:1-13

6. **SATAN:** We believe in the existence of Satan, who rebelled with other fallen spirits against the Creator, and is now the deceiver and god of this present world. We believe that he was defeated at the cross and will be finally cast into the lake of fire “prepared for Satan and his angels”. Job 1:6-12; Isa. 14:12-15; 2 Cor. 4:4; Rev. 20:10; 1 Cor. 15:24; Col. 2:13-15
7. **THE FALL OF MAN:** We believe that Adam was created in righteousness and holiness by the direct act of God. We believe in the historicity and terrible reality of the fall of humanity and in our resulting spiritual depravity, whereby we are helpless and unable to save ourselves. Gen. 1:26; Matt. 19:4; 1 Tim. 2:13-14; Col. 3:10; Gen. 2:1-24; Rom. 5:12; Jer. 17:9; Eph. 2:1; Titus 3:5
8. **REGENERATION:** We believe that Jesus Christ, through His perfect obedience and by the shedding of His precious blood in death, made a complete payment for sins, thereby satisfying divine justice. We believe that those who repent of their sins and trust in Jesus Christ as Saviour are regenerated by the Holy Spirit. Eph. 2:8; Acts 4:12; Heb. 2:14; 1 Pet. 1:18-19; Heb. 10:1-18; 1 John 1:7-10; 1 Tim. 2:5; Acts 2:21; John 6:44; James 4:8
9. **ETERNAL LIFE:** We hold that, once a person is truly born again, his/her eternal salvation is settled in heaven, and he/she shall finally persevere through God’s grace and never be lost, even though, at times, he/she may pass through a period of backsliding. John 3:3-5; 1 Pet. 1:23; 1 Cor. 6:9-11; Eph. 2:1-4; John 5:24; John 10:28-29; Phil 1:6; 2 Tim. 1:12; Jude 24-25
10. **CHRISTIAN CONDUCT:** We believe that Christians should live for the glory of God and the well being of others; that their conduct should be blameless before the world; that they should be faithful stewards of their possessions; and that they should seek for themselves and others the full stature of maturity in Christ. Eph. 5:25; 1 Cor. 10:31; 1 Cor. 6:19-20; John 15:8; Phil 2:4; Rom. 12:18; Titus 2:6-8; 2 Cor. 9:6-7; Eph. 4:29-32; 1 Cor. 14:12; 2 Cor. 6:14; Eph. 6:1-4; 1 John 2:15,17
11. **MARRIAGE:** We believe that God has ordained marriage and that the physical union of husband and wife is undefiled. We further believe that all other physical unions are against the will of God and that those who partake thereof are in danger of God’s wrath. Gen. 2:18-24; Heb. 13:4; Prov. 5:18; Matt. 5:27-29; 1 Cor. 6:9,18; Deut. 22:22,25; Lev. 18:22-24, 20:10-16; Rom. 1:26-27
12. **THE CHURCH:** We believe in the “Church”, the universal and spiritual body of which Christ is the Head and all regenerated persons are members. We believe in the “local church”, consisting of a company of believers in Jesus Christ, baptized on a credible profession of faith, and associated for worship, evangelism, service, Christian growth and fellowship. We believe that God has laid upon the members of the local church the primary task of giving the Gospel of Jesus Christ to a lost world. 1 Cor. 12:12-14, 16:19; Eph. 2:16, 4:4; Acts 20:28; James 5:14

13. THE ORDINANCES: We believe that the Lord Jesus Christ has committed two ordinances to the Church: baptism and the Lord's Supper. We believe that Christian baptism is the immersion of a believer in water in the name of the Triune God and that this identifies the believer with the death, burial and resurrection of Christ. We believe that the Lord's Supper was instituted by Christ to remember His death. We believe that these two ordinances should be observed and administered until the return of the Lord Jesus Christ. John 3:23; Matt. 3:16, 28:19-20; Acts 8:38, 19:1-6; Rom. 6:4; 1 Cor. 11:1-2, 23
14. CHRIST'S RETURN: We believe in Christ's premillennial, visible and bodily return: (a) at His appearing in the air for His whole church, and (b) at His coming in glory to the Mount of Olives to establish His millennial reign of righteousness upon the earth. John 20:6-9; 1 Thess. 4:13-18; Phil 3:20; 1 Cor. 15:51-52; Acts 1:10-11; John 14:1-3; Zech. 14:4-9; Rev. 20:6
15. THE LAST THINGS: We believe in the resurrection of the body, the final judgment, the eternal blessedness of the righteous, and the endless suffering of the wicked.  
We believe that at death, the souls of believers are made perfect in holiness, and pass immediately into glory, and that their souls will be reunited with their changed bodies at the resurrection, and will live eternally with God. Phil. 1:23; 2 Cor. 5:1-8; Rom. 8:19-23; John 5:28-29; Acts 24:15; 1 Thess. 4:16; Dan. 12:1; Matt. 8:11; Rev. 20:11-15  
We believe that at death, the soul of unbelievers pass immediately into hell, a place of torment, to await the bodily resurrection of the unjust. They will then face judgment and be finally cast into the everlasting Lake of Fire. John 3:18,36; Ps. 9:17; Rev. 20:12-15; 2 Thess. 1:7-10; Matt. 25: 31-33,41; Luke 16:22-23

#### **Article IV – Amendments**

Amendments to this Constitution shall require notice to the membership at least two weeks prior to the meeting; and the amendments must receive the sanction of 75% of the Church Membership present.

#### **Article V – Non-profit Clause**

The organization shall be carried on without purpose of gain for its members, and any profits or other gain to the organization shall be used in promoting its objectives or purposes.

## **BYLAWS OF IBC**

### **Article 1 – Innisfail Baptist Church Membership**

#### **A. Requirements for Membership are as follows:**

1. Make a declaration of his/her personal faith in Jesus Christ as Lord and Saviour
2. Be baptized subsequent to regeneration
3. Accept the Innisfail Baptist Church's Covenant, Statement of Faith, Constitution and Bylaws
4. Must be willing to co-operate by a systematic support of its work
5. Must be of the age of 18 or older
6. Must have attended Innisfail Baptist Church for a six-month period

#### **B. Membership Application Procedure**

1. The applicant shall notify the Pastor or Board of his/her desire to become a member.
2. An IBC Application for Membership form is to be filled out and returned to the Board.
3. The Board will interview the candidate regarding personal faith and acceptance of the church's Statement of Faith, Covenant, and Constitution. They may also request a letter of recommendation, or transfer from the applicant's former church, if applicable.
4. The Board will publish a list of the candidates for two weeks in the Church bulletin. Any objections raised should be registered with the Board, and dealt with prior to the Membership meeting.
5. The Board makes recommendation to the next Membership meeting regarding the application for membership. The applicant is accepted as an "Active Member" upon the majority vote of the Church Membership. At that time, formal acceptance shall be extended to the applicant by the Church Chairperson and the Pastor.
6. At a following Sunday morning service, the new member's name will be announced, and the Covenant of the Church read so that all members can be reminded of their commitment.

#### **C. Membership Classifications**

1. "Active Members" are defined as individuals in good standing who actively attend and support the church and have been accepted as members by the church Membership. Only active members shall be entitled to vote on church business. Throughout the Bylaws, when the term "Member" is used, it refers to "Active Members".
2. "Inactive Members" are defined as individuals who were active members but are not now attending Innisfail Baptist Church. This may include those who are absent and wish to retain their membership, i.e. missionaries, or those who have moved, or who have not attended our services for a certain period.

When an Inactive Member desires Active Membership status, he should request such from the Board.

3. "Adherents" are defined as individuals who make Innisfail Baptist Church their church home, but have not become members.

#### **D. Privileges of Membership**

1. "Active Members" shall be entitled to vote in all elections and in all matters coming before the Membership requiring a vote.
2. Active membership is required to hold the following Church positions:
  - a) Any Official Board position
  - b) Church Chairperson
  - c) Church Treasurer
  - d) Ad Hoc Committee Members (when needed)

#### **E. Duties of Members**

1. To themselves: Each member must seek to grow in his/her
  - personal prayer life,
  - walk with God,
  - godly exemplary lifestyle, and
  - faith and understanding of the Scripture.
2. To the Ministry of the Gospel: Each member is expected to
  - support and pray for God's working in our local fellowship and God's work around the world,
  - to attend, as regularly as possible, the church meetings,
  - to display a tender regard for the Lord's people, and
  - to use personal gifts in service of others.
3. To Fellow Members: Each member is expected to show love and a gentle spirit toward fellow believers of the church. We show this by
  - avoiding gossip, hurt and strife,
  - by protecting their good name whenever possible,
  - to be slow to take offense, and
  - always ready for reconciliation. When an offense arises between fellow believers, both are responsible to follow the principle laid out in Matthew 18:15-20.

#### **F. Termination /Moving of Membership**

1. Upon leaving the fellowship, the member is to give notification in writing to the Board who shall remove their name from the membership list. Removals will be announced at the next Membership meeting. A member leaving this fellowship may request a letter of transfer or recommendation.
2. If a member fails to attend the church for a six-month period, they will be contacted, and their membership may be moved from the "Active Membership" list to the "Inactive Membership" list by the Board. Some exceptions will be made at the discretion of the Board, e.g. local seniors who are unable to attend.

3. Periodically the Board will review the “Inactive Membership” list and contact the people. All suggested removals from “Inactive Membership” would be decided by the vote of the next Membership meeting.

#### **G. Disciplinary Action/Termination of Membership**

1. Active Membership privileges may be temporarily suspended when one of the following behavioural patterns is indisputably practiced:
  - A lifestyle that is not in keeping with biblical standards
  - Teaching that is contrary to the Statement of Faith of Innisfail Baptist Church
  - Influence that is divisive in the church
  - Sexual immorality
2. A suspended member may be reinstated following proper confession and repentance under the direction of the Board.
3. If, after three months, reconciliation help is rejected, the Board will take the matter to the Membership for their official decision on the termination of membership.

### **Article II – Church Board and Leadership**

#### **A. The Official Board**

1. The Official Board is the governing body of Innisfail Baptist Church, which meets regularly to deal with the affairs of the Church. It is authorized to conduct all business of behalf of the Membership, within the limits of the Statement of Faith, Constitution and Bylaws.
2. The Official Board brings together two main aspects of the church leadership: the “administrative” tasks of caring for the plant and programs of the church, and secondly, the “eldership” tasks of spiritual direction and personal body ministry.
3. The Official Board shall consist of 3-12 qualified persons elected from the Congregation at the Annual Meeting.
4. The candidates should demonstrate:
  - a. a growing Christian faith,
  - b. faithfulness, prayer, attendance and support of Innisfail Baptist Church,
  - c. a genuine love for people,
  - d. a willingness to serve, lead and/or teach,
  - e. a genuine sense of responsibility and suitability for the task,
  - f. agreement with the Statement of Faith and Purpose of Innisfail Baptist Church, and
  - g. a willingness to operate within the Bylaws of Innisfail Baptist Church.
5. The Board will consist of the Church Chairperson as well as other positions required for the governance of the Church. The Job Descriptions for each of the current Board positions will be outlined in the Policy Manual.
6. The Board normally shall meet monthly at a date determined at the previous meeting. They may meet at other times at the call of the Board Chairperson.

7. The Official Board shall report the work and business of the Church to the Membership at the Annual meeting and at other times as required. At the Annual meeting a written report is required from all official Board Chairpersons. The Treasurer will present an accurate financial statement from the previous year.
8. The Board is responsible for the proper registration of the church title with the government. The Board functions as Trustees for Innisfail Baptist Church.

## **B. The Pastor(s)**

1. The Pastor's Call
  - a. When a pastoral position becomes vacant, the Pastoral Search Committee will be mobilized.
  - b. The call of any Pastor will require a favorable vote of 75% of the Members present at a meeting specially called for that purpose. The candidate must give assent to the Statement of Faith and the Covenant and be willing to work within the Constitution and Bylaws of Innisfail Baptist Church. A Pastor's first call will be for one year, after which time the Membership may extend an indefinite call.
  - c. We believe that as the pastor felt assured that he was in the will of the Lord to accept the pastoral duties of this church, so he should know the leading of the Lord to resign his duties.
  - d. If the Board feels that the pastor is not carrying out the duties assigned to him or become aware the confidence of the people in him is not favorable, they may request that the members of the church cast a vote of confidence. The Board will receive this vote of confidence and, if it is below 75%, the pastor will be asked to resign his duties in this Church.
  - e. If the membership does not feel the Board is responding to their concerns regarding the Pastor, they may call for a pastoral vote of confidence.
2. The Pastoral candidate should demonstrate:
  - a. a growing Christian Faith,
  - b. a genuine love for people,
  - c. a willingness to serve, lead and teach,
  - d. a genuine sense of responsibility and suitability for the task,
  - e. agreement with the Statement of Faith and Purpose of Innisfail Baptist Church, and
  - f. a willingness to operate within the Bylaws of Innisfail Baptist Church.
3. The Pastor, upon being called to the Church, automatically becomes a member of the church and of the Board.
4. The Senior Pastor is responsible to the Membership through the Board. Other pastoral staff will be responsible to the Senior Pastor.
5. The Senior Pastor is responsible to:
  - a. Preach regularly at the Church
  - b. Visit the members faithfully
  - c. Perform the various duties incumbent upon his office, such as funerals, weddings, etc.

- d. To provide direct oversight to the Sunday platform ministry of Innisfail Baptist Church. This involves administering the church ordinances, missions' presentations, music ministry, ushering and the internship program.
- e. He is responsible to give general oversight to office secretarial help.
- f. He shall have stated holidays each year, but these and any other absences from the pulpit are to be approved by the Board.
- g. He is responsible to prepare a written report for the Official Board meetings and for the Annual meeting.
- h. He is responsible to give a minimum of six weeks notice, in writing, to the Board if he intends to resign. If the pastor, for any reason, vacates the pastorate and remains present as a member, he shall not hold any position of leadership for a period of twelve months commencing on the arrival of a new pastor.
- i. He is responsible to attend the Official Board meetings.

### **C. Appointed Positions**

1. All positions, other than elected positions, are appointed by the Board and do not require "Active Membership" unless specifically stated in the position's Job Description.
2. All terms of the appointed positions shall be at the discretion of the Official Board.
3. The appointed candidates shall demonstrate:
  - a. a growing Christian faith,
  - b. faithfulness, prayer, attendance, and support of Innisfail Baptist Church,
  - c. a genuine love for people,
  - d. a willingness to serve, lead and/or teach,
  - e. a genuine sense of responsibility and suitability for the task,
  - f. agreement with the Statement of Faith and Purpose of Innisfail Baptist Church, and
  - g. a willingness to operate within the Bylaws of Innisfail Baptist Church.

### **D. Ad Hoc Committees**

1. When required, the Board or the Membership may create an Ad Hoc committee invested with the authority to complete a given task. Each committee shall disband as soon as the task is complete or the body that created it deems it no longer necessary.
2. Job descriptions for the following committees can be found in the Policy Manual:
  - a. Pastoral Search Committee
  - b. Year-end Financial Review Committee
  - c. Building Committee

## Article III – Membership Meetings

### **A. The Church Membership – The Voting Church Body**

1. The Church Membership, or what some may call the “Congregation”, is the Supreme governing body of the Church. “Active Members” may vote and have final say on all matters pertaining to:
  - a. election of Board Members,
  - b. calling of a Pastor,
  - c. the sale, purchase or development of property,
  - d. the taking out of loans or the acquiring of debt,
  - e. the Amendment of the Constitution and Bylaws of the Church, and
  - f. votes of Confidence in the leadership of the Pastor or Board, including the adoption of the annual Budget.
2. A quorum shall consist of 30% of the Active Membership. It shall be the duty of the Church Secretary to make count at the meeting and inform the Chairperson if the quorum is achieved.

If a second Membership meeting is called to deal with the same business issues due to lack of a voting quorum, then those active members who attend the duly announced second meeting shall form the quorum.
3. If a Member is unable to attend a meeting, for a valid reason acceptable to the Membership, he/she will be allowed to make an absentee vote.
4. A meeting of the Church Membership is properly called by written or public notice at least forty-eight hours before the time of the meeting.

In cases of emergency, a meeting may be called with less notice, but on such occasions, the meetings must, on assembling, be at once approved by at least 90% of the Members present.

The Church Chairperson, or the Vice Chairperson, leads the meeting using appropriate parliamentary procedure.

### **B. The Annual Meeting**

1. The Annual Meeting shall be held in January or February of each year.
2. All Board Members are expected to submit a written report to the Official Board in time for publication before the Annual Meeting.
3. The Church Membership shall meet annually to receive reports, offer input and elect the required officers.
4. The following positions shall be elected for a two-year term when needed:
  - a. Church Chairperson
  - b. Any Official Board Member
5. A person elected to a two-year term may be elected for a maximum of 3 consecutive terms (6 years). After this time, he/she may not function in that position for one year.
6. Election of all positions will require a 51% affirmative vote by ballot unless otherwise decided by a motion. In the event that not all elected positions are filled, the Official Board shall actively seek to fill those positions, and bring the names to the next Membership Meeting for approval.

### **C. Year End Meeting**

1. The Year End Meeting shall take place in November or December of each year.
2. The annual budget shall be presented for review by the Membership before the end of the previous fiscal year. Any changes or amendments to the budget made by the Board during the year must be announced to the Membership in writing.
3. At this meeting the Church Treasurer shall be elected annually. Due to the technical expertise of this position, even though the position has a one-year term, it has a fully renewable consecutive term, without a compulsory year out.

### **D. Periodic Membership Meeting**

1. The Membership shall also meet at such other times as it may be called by the Official Board.

### **E. Meeting Called by the Membership**

1. At any time the members of the Church may call a meeting by presenting, in writing to the Church Chairperson, an official motion requiring a vote of the Membership, along with the signatures of three "Active Members".
2. This motion will be considered a matter of confidence in the leadership of the Pastor and/or Board and a meeting must be called by the Chairperson within ten days.
3. When such a letter is received, all Official Board activity will cease until the matter is resolved.

## **Article IV – Bylaw Amendments**

Amendments to Bylaws affecting the structure of the Official Board or the Innisfail Baptist Church Membership shall require notice of motion to the Membership at least two weeks prior to the meeting and the amendments must receive the sanction of 75% of the Church Membership present. Amendments to the Bylaws, other than the above items, may be made by the Official Board at any of its regular meeting and must receive the sanction of 75% of the Board Members present. (Approved Jan. 23, 1999)

## **Article V – Rules of Procedure**

Membership meetings, Official Board meetings and other formal meetings of the Church will be carried out using Parliamentary Procedure (Roberts Rules of Order).

## **Article VI – Ordinances**

The Innisfail Baptist Church practices water baptism by immersion as the believer's testimony of trust in the Lord Jesus Christ. In addition, at regular intervals, we celebrate the Lord's Supper and welcome all believers in Christ to share with us.

## **Article VII – Trustees**

The Official Board shall perform the duties of the TRUSTEES with regard to the property and assets of Innisfail Baptist Church.

## **Article VIII – Property**

The Official Board can only purchase or sell real estate and major assets in the name of the Church after a meeting of the Membership, in which 75% of the quorum have voted approval of such action.

## **Article IX – Dissolution**

In the event of dissolution or winding up of the church, the Official Board, following the direction of the Membership, shall make disbursement of the Innisfail Baptist Church assets. All its remaining assets, after payment of all liabilities, shall be distributed to Baptist General Conference of Canada and/or other Canadian Charitable organizations.

## **Article X – Audit Procedures**

The Membership shall yearly appoint a qualified accountant to carry out an audit of the financial records of the church or, alternately elect two Active Members to carry out a financial review. Members of the Stewardship Committee, the Head Usher, and those who regularly handle the finances should not be involved in the financial review. A signed statement regarding this audit or financial review will be attached to the Annual Financial Report for adoption by the Membership (Updated November, 1997)

## **Article XI – Inspection of Records**

The financial records of the Church are kept by the Treasurer and may be viewed by any member of Innisfail Baptist Church within a reasonable time frame. Likewise, the Church Secretary keeps the minutes of the Membership Meetings and of the Official Board. They are posted on the bulletin board periodically for the congregation and are available to view from the Board secretary.