

THE CONSTITUTION
OF THE
INTERNATIONAL
BAPTIST CHURCH
OF
SINGAPORE

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Approved by the members on 11 September 2005

Approved by the Registrar of Societies on 14
December 2004 with amendments.

ARTICLE I - Name

The name of this organization shall be the International Baptist Church of Singapore, hereinafter referred to as IBC.

ARTICLE II- Territorial Limits

Territorial limits of IBC will be the Republic of Singapore. The place of business and its address for correspondence shall be at 81 King's Road, Singapore 266358, or such other address as may subsequently be decided upon by the officer of IBC and approved by the Registrar of Societies. IBC shall carry out its activities only in places and premises which have the prior written approval from the relevant authorities, where necessary

ARTICLE III — The Mission

The mission of IBC is to persuade people to become disciples of Jesus Christ, to baptize believers and to invite them to join our church for worship, for Bible study and for fellowship so that believers may become spiritually mature and involved in IBC's mission in Singapore and the rest of the world (Matthew 28: 18-20).

ARTICLE IV — Vision Statement

IBC is a multinational and multicultural congregation living in unity and harmony, empowered by the Holy Spirit for witness, compelled to fulfill IBC's mission and to maintain its International Identity.

ARTICLE V - The Church Covenant

Having been led, as we believe, by the Spirit of God, to receive the Lord Jesus Christ as our Saviour, and on the profession of our faith having been baptized in the name of the Father, and of the Son, and of the Holy Spirit, we do now in the presence of God, angels and this assembly, most solemnly and joyfully enter into covenant with one another, as one body in Christ.

We pledge therefore, by the aid of the Holy Spirit, to walk together in Christian love; to strive for the advancement of this Church, in knowledge, worship, ordinances, discipline and doctrine—.

To contribute cheerfully and regularly to the support of the ministry, the expenses of the Church, the relief of the poor, and the spread of the Gospel through all nations.

We also pledge to maintain family and secret devotions; to educate our children in the Christian faith; to seek the salvation of our kindred and acquaintances.

To walk circumspectly in' the world; to be just in our dealings, faithful in our engagements, and exemplary in our deportment; to avoid all tattling, back-biting and excessive anger; to refrain from using, selling or promoting products detrimental to the body which is the temple of the Holy Spirit; to be zealous in our efforts to advance the kingdom of our Saviour.

We further pledge to watch over one another in brotherly love, to remember each other in prayer; to aid one another in sickness and distress; to cultivate Christian sympathy in feeling, courtesy in speech, to be slow to take offense but always ready for reconciliation and, mindful of the rules of our Saviour, to secure it without delay.

We moreover pledge that when we move from this place, we will, as soon as possible, affiliate with another Church where we can continue to carry out the spirit of this covenant and the principles of God's Word.

ARTICLE VI - Articles of Faith

Section I — The Bible

We believe that the Holy Bible, consisting of sixty-six books, is the inspired Word of God. We accept it as our authoritative and sufficient guide in all matters of Christian faith and conduct and Church order.

Section 2 - God

We believe that there is one true and living God. He is the Creator, Redeemer, Preserver and Ruler of 1 he universe. He is a personal Spirit, who is holy and loving, all-wise, all-powerful, and present everywhere. This God has revealed Himself to us as Father, Son, and Holy Spirit.

Section 3 - Jesus Christ

We believe that Jesus Christ is the unique Son of God. He is the eternal Word who became flesh. He paid the penalty for our sins and made possible our salvation by suffering and dying on the Cross of Calvary. He was buried, but on the third day, God raised Him from the dead. He ascended into Heaven where He is enthroned and is making intercession for us. One day He will return in power and glory to judge the world. Meanwhile we have accepted Him as our Saviour and Lord.

Section 4 - The Holy Spirit

We believe that the Holy Spirit is the abiding presence and power of God in the midst of His people. His work is to convict the world of sin, of righteousness, and of judgment, to reveal Christ's truth to men, and to guide, sanctify, comfort, and empower us who believe in Christ.

Section 5 - Man and Sin

We believe that man was created by God in His own image, but because of disobedience, he fell into sin. All men because of corrupt nature and actual transgressions are now separated from God and stand in need of salvation.

Section 6 — Salvation

We believe that salvation is by God's grace through man's faith in the redeeming work of Jesus Christ. This grace was fully revealed when Jesus Christ died for our sins on the cross. Through personal faith, each individual can receive the benefit

of Christ's atonement and can return to God as a redeemed child.

Section 7 - The Church

We believe that the Church of the Lord Jesus Christ can be best understood when viewed in two ways. In its totality it is the body of which Christ is the Head and all who truly belong to Christ are members. In a particular locality, however, it is an organized body of baptized believers who have voluntarily banded themselves together for worship, fellowship, mutual spiritual encouragement, service and proclamation of the Gospel of Christ to the world. Membership in such a Church is a privilege and responsibility properly extended only to those who have personally accepted Jesus Christ as Saviour and have openly confessed Him by means of believer's baptism. Leadership in such a Church is an additional privilege and responsibility which is entrusted by the body to some of its members for the good of all. Leaders are not to be regarded as rulers, however, since Christ Himself exercises direct Lordship over His body and its members. His Lordship is best effected in the government of a Church when its members, led by His Spirit, govern themselves through ordinances. One of these is baptism of new believers by immersion. The other is the Lord's Supper. Both of these ordinances are symbolic expressions of the message of salvation. Local Churches are autonomous bodies and are competent to fulfill their local ministries under the leadership of their Lord. However, the Churches may wisely co-operate together with other Churches of like faith and order to achieve goals which pertain to all of them, but cannot be achieved by anyone of them alone.

Section 8 - The Christian Life

We believe the Christian life is intended to be one of continuous growth towards spiritual maturity. Such growth is stimulated by means of daily Bible study and prayer, regular church attendance, Christian witnessing, faithful stewardship of God's blessings, and complete submission to the guidance of the Holy Spirit. The Christian life is also intended to be one of constant service to others for the sake of Christ.

ARTICLE VII - Membership

Section 1 — General

The Church is the universal Body of Christ consisting of all born-again Christians made one by the indwelling Holy Spirit and comprised of locals churches around the world such as IBC.

Section 2 — Qualifications

Membership in IBC shall be open to Christians resident in Singapore who have undergone a Believer's Baptism and who give a declaration of personal faith in Christ Jesus for his/her eternal salvation, who are committed to consistently living under the Lordship of Christ Jesus, and who are in agreement with the Mission of IBC, the Vision Statement, the Church Covenant and the doctrinal position as set forth in the Articles of Faith. Persons who are below 18 years of age shall not be accepted as members without the written consent of their parent or guardian.

Section 3 — Process

3.1 By Baptism

A prospective member shall notify the Senior Pastor or in his absence any pastoral staff or Elder as to his/her desire to be baptized. The Senior Pastor or in his absence any pastoral staff or Elder shall arrange for the prospective member to attend the New Members Orientation. After completing the orientation and giving testimony to the Senior Pastor or in his absence any pastoral staff or Elder of having met the qualifications, the candidate shall be presented to the Adult Members to be baptized and for approval by consensus vote. Upon acceptance of such person and upon signing the Church Covenant and Articles of Faith, he/she shall be added to the Members' register.

3.2 By Transfer

A prospective member shall ask his/her previous church of like faith and order to provide a letter of transfer of membership. The Senior Pastor or in his absence any pastoral staff or Elder shall arrange for the prospective member to attend the New Members Orientation. After completing the orientation and giving testimony to the pastoral staff and/or Elder of having met the qualifications, the candidate shall be presented to the Adult Members for approval by consensus vote. Upon acceptance of such person and upon signing the Church Covenant and Articles of Faith, he/she shall be added to the Members' register.

3.3 By Statement

A prospective member shall give a statement describing his/her experience of salvation and his/her subsequent Believer's Baptism. The Senior Pastor, or in his absence any pastoral staff or Elder, shall evaluate such statement and upon acceptance by the Senior Pastor or in his absence by any pastoral staff or Elder, shall arrange for the prospective member to attend the New Members Orientation. After completing the orientation and giving testimony to the pastoral staff and/or Elder of having met the qualifications, the candidate shall be presented to the Adult Members for approval by consensus vote. Upon acceptance of such person and upon signing the Church Covenant and Articles of Faith, he/she shall be added to the Members' register.

Section 4 - Responsibilities

4.1 General

Scripture places a high importance upon the believer's participation in the life of a local assembly in order to grow and mature in his/her faith and Christ Jesus. Members of the Church, relying upon prayer and the power of the Holy Spirit in their lives, and not through their own strength, seek to fulfill this biblical command of continued growth and maturity towards Christ's example.

4.2 Participation

Members have the responsibility to participate regularly in the worship, Sunday school, cell groups offered by IBC and congregational meetings (Hebrews 10:24-25). Participation in IBC worship, Sunday school and cell groups, however, is not a substitute for individual and family devotions, Bible study and quiet time with the Lord. Members also have the responsibility to participate in supporting IBC through their tithes and offerings (1 Corinthians 9:13-14; 2 Corinthians 9:10-12).

4.3 Communion

All members of IBC and those members of the universal Church who are not members of IBC are invited to partake of the symbols of Christ as expressed in the Holy Communion (Matthew 28:18-20; 1 Corinthians 11:17-34; 12:13).

4.4 Submission

Members have the responsibility to uphold and follow the leadership of IBC, as God has instructed, so long as that leadership is following the teachings of the Bible (Hebrews 13:17). Members also have the responsibility to submit to guidance, instruction, and, if he or she should fall into serious moral disobedience

or serious doctrinal error, the discipline of God through IBC (Matthew 18: 15-20; James 5: 19-20).

4.5 Ministry

Members have the responsibility to serve the body of Christ Jesus, as currently evidenced on earth in the form of the Christian community, by using the gifts and abilities God has given them for the good of IBC, the expansion of IBC, and the advancement of Christ's purposes, so that IBC as a body of believers can mature (1 Peter 4:10).

4.6 Witness

Members have the responsibility to be salt and light, to go to the lost, explaining how they may have their sins forgiven and receive the free gift of eternal life and show the love of Christ in tangible ways (Matt 5:13-16; 28:18-20). Such acts of witnessing include worldwide missions and members can take part through praying, giving, encouraging one another, and by going into the mission field (Acts 1: 8).

4.7 Purity

Members have the responsibility to live daily under the Lordship of Christ Jesus as revealed in a lifestyle characterized by holiness before God and integrity before the world so that Christ's name will not be dishonored (Col. 1:9-10; 1 Peter 2:12).

4.8 Unity

Members have the responsibility to love the church for which Christ Jesus died, to promote unity and fellowship within IBC as a visible demonstration to a watching world that God changes the hearts of selfish men and women who are made new in Christ Jesus (Phil. 2: 1-2; John 13:35).

4.9 Voting rights

Only members who are above 21 years of age shall have the right to vote and to hold office in IBC.

Section 5 — Termination

Membership in IBC shall be terminated as follows:

5.1 By Letter

Upon a member's request for a letter of recommendation to join another church, such letter may be granted for a member in good standing. When such a letter is granted, the member's name shall be removed from the Members' register and his or her membership in IBC shall terminate.

5.2 By Request

Upon a member's request, his or her name shall be removed from the Members' register and his or her membership in IBC shall terminate.

5.3 By joining another church

Upon receiving reliable evidence that a member has joined another church without the prior written approval of the Board of Elders, the member's name shall be removed from the Members' register and his or her membership in IBC shall terminate.

5.4 By failing to participate

A member who has been an infrequent participant in the activities of IBC for a significant period of time shall be contacted by the Elders or their representative to ascertain the circumstances. Infrequent participation in the life and service of IBC for reasons other than justifiable reasons shall prompt an

informal inquiry by the Elders as to the member's commitment to the health and welfare of IBC. Where the Elders determine such infrequent participation is the result of spiritual neglect and indifference, restoration shall be attempted by the Elders, Deacons, or other designated members of IBC. Where such an attempt is not successful, and upon the consensus of the Elders, the member's name shall be removed from the Members' register and his or her membership in IBC shall be terminated.

5.5 By removal under Church discipline

Members of IBC, through the power of the Holy Spirit, are expected to conduct their lives in accordance with biblical standards of holiness as they grow to become more Christ like. When a member knowingly and unrepentantly ignores the direct commands and discipline found in such passages as Matthew 18:15-17; Galatians 6:1; 2 Thess. 3:1 and Corinthians 5; discipline, as set forth in Matthew 7: 1-5, 18:15-17 shall be lovingly applied under the guidance of the Elders. Members of the early church were subject to confrontation for reasons such as: unwillingness to become reconciled to an offended brother (Matthew 18:15-17); unwillingness to engage in work (2 Thess. 3:6-15); divisiveness in the church (Romans 16:17, 18; Titus 3:9,10); sexual immorality (1 Corinthians 5:1-13); false teachings (1 Timothy 1:20, 2 Timothy 2:17-18); and general sinful conduct (Galatians 6:1). A decision to terminate a person's membership will be based upon the consensus of the Elders. The member's name shall be removed from the Members' register and membership in IBC shall be terminated.

5.6 Appeal

A member who is removed from membership under section 5.5 above may make a written appeal to the Adult Members through the Board of Elders within one month of receipt of notice of such removal. The Adult Members shall consider such appeal at the next quarterly Congregational Meeting and at least two-thirds of the Adult Members present must be in favour of the appeal for the member to be reinstated.

Section 6 — Membership Register

There shall be an annual review of the Members' register carried out by the Elders to remove names of former members if the same have not been removed and to update the particulars of existing members and this shall commence two months prior to the annual meeting and be completed one month prior to the annual meeting. The update shall require members to verify their personal particulars and for the removal from the register of names of persons whose membership have been terminated or whom are no longer contactable.

Section 7 — Membership in IBC and other churches

A member of IBC shall not be a member of any other church in Singapore or elsewhere unless there are special circumstances and approval of membership in another church has been granted by the Board of Elders upon written request by the member or prospective member.

Section 8 — Discretion to Refuse Membership

The Board of Elders may at their discretion refuse to permit any person from becoming a member of IBC if such refusal is deemed necessary for the harmony, unity and well-being of IBC.

Section 9 — Non-members

A non-member of IBC may take part in the worship services, Sunday School classes, cell groups, prayer meetings, and congregational meetings of IBC subject to their orderly conduct. A non-member may teach or assist in a Sunday School class, cell group or take part in any of the ministries of IBC subject to the approval and authority of the pastoral staff and subject to being in agreement with the Church Covenant and the Articles of Faith. A non-member may not chair a committee of the church but may be a member of a committee subject to the approval of the Board of Elders and the committee chair. A non-member may not take on any leadership roles in IBC specified in Articles IX, X and XII. A non-member who wishes to take part in any of the activities of IBC shall submit to church authority and shall maintain the standards required for discipline, purity and unity as required of members.

ARTICLE VIII — Finances

Section 1 — The Financial year

The financial year for IBC shall run from January 1 to December 31

Section 2 — The Budget

The Board of Elders shall present at the annual meeting the budget for the following year for approval by the Adult Members. The budget shall state the receipts, expenditure and originally budgeted amounts for the current year for each ministry and the proposed budgeted expenditure for the following year for each ministry.

Section 3 — Use of Funds

As a non-profit organization, funds received by IBC shall be used for the payment of the salaries and benefits for the pastoral staff, staff, administrative expenses, building program for additions or alterations to IBC's immovable property and for Christian missions, charitable and community service projects.

The Board of Elders and those authorized by them shall have authority to dispense the funds subject to the limits imposed by the approved budget.

Section 4 — Collection of Funds

There shall be no collections of funds by any member, pastoral staff or others for or on behalf of IBC for the benefit of IBC or others without the prior approval of the Board of Elders.

Section 5 — Audits

The books of accounts for IBC shall be audited by an external auditor at least once each year. The Treasurer shall make monthly reports regarding the finances of IBC to the Adult Members, and at the end of each financial year, a summary report. This report shall have been audited by the budget and audit committee. The books shall be available for inspection by any Adult Member in accordance with the procedure set by the Board of Elders.

Section 6 - Deposits

The Elders shall determine the official depository or depositories. Such depository or depositories must be independent, well established financial institutions in Singapore or elsewhere.

Section 6 — Authorized Signatory

The Treasurer and other persons designated by the Board of Elders shall be made authorized signatories to sign checks in payment of the obligations of IBC.

Section 7 — Substitute Signatories

In situations where the Treasurer cannot execute checks in a timely manner, for whatever reason, the Board of Elders may designate substitute signatories. In such situations the Board of Elders may prescribe limits on such person's authority as they see fit.

ARTICLE IX — Governance, Leadership and Officers

The supreme authority of the Society is vested in a Congregational Meeting of members

While affirming the privileges and spiritual duties of fellowship and ministry with all believers, IBC is an independent church body that shall not be accountable to any other ecclesiastical or denominational body. Final authority over the ministry and witness of IBC as well as the property of IBC shall be retained by the members acting in accord with the procedures and through the leadership as set forth in this Constitution.

In accord with generally accepted Baptist Church polity, the congregation shall have high authority in the life of IBC. The Adult Members shall retain the authority to affirm, by vote, God's call and dismissal of the Senior Pastor, the appointment of Elders, Deacons, and committee members and shall approve the fiscal budget of IBC. The Adult Members grant by delegation of authority and subject to this Constitution to the pastoral staff, Board of Elders and other persons of authority to carry out the execution of the approved budget and the daily administration of IBC.

Section 1 - Officers

The officers of IBC shall be the Senior Pastor, the Chairman, Vice-Chairman, and Secretary of the Board of Elders, the Treasurer and the Church Clerk.

Section 2 — Elders

2.1 General

The Elders are a group of biblically qualified men who are charged with leading IBC under the leadership of Christ Jesus. God raises up and selects men to be Elders; IBC recognizes God's calling through the confirmation/affirmation process described below. The Senior Pastor shall be a member of the Board of Elders, and shall serve in the

role of teaching Elder but shall not hold the position of Chairman, Vice-Chairman or Secretary of the Board of Elders.

2.2 Qualifications

A nominee for Eldership shall have been an Adult Member of IBC for at least six months in active service prior to the date of his nomination. The biblical qualifications for this position are set forth in 1 Timothy 3:1-7; Titus 1:6-9; and 1 Peter 5:2-3.

2.3 Responsibilities

The Elders are responsible for the general oversight of all matters pertaining to the work of IBC (1 Tim 5:17); shall protect against doctrinal error (Acts 15:6-29; Titus 1:9); shall lead IBC (1 Pet 5:3); shall pray for the sick (James 5:14); shall preach and teach (1 Tim 5:17); shall appoint leaders (1 Tim 4:14); shall accept and distribute money (Acts 11:29-30); shall welcome visitors (Acts 15:4); shall supervise themselves and all IBC members (Acts 20:28); and maintain church discipline (1 Thess 5:12). As part of the general oversight, the Elders shall establish the policies of IBC. The Elders shall report to the congregation on a quarterly basis the affairs and status of IBC and its ministries.

2.4 Term

Elders shall serve a three (3) year term commencing in January. An Elder may serve a maximum of two consecutive terms and thereafter shall be required to relinquish his position for one year before being eligible to be re-elected. There shall be a minimum of 2 Elders rotated off each year and election for at least 2 replacements. The Senior Pastor is a voting member of the Board of Elders by virtue

of his position and is not subject to the term limit stipulated in this subsection.

2.5 Number

The optimal number of Elders including the Senior Pastor shall be seven (7).

2.6 Selection

Selection of Elders shall take place at the annual meeting or at such other times as the serving Elders determine that a new Elder is needed to replace an Elder who has relinquished his position. An Elder who is appointed to replace another Elder who has served part of his term shall serve for the remainder of that term and this term shall not count towards the two term limit imposed under section 2.4 above. The selection process shall be as follows:

2.6.1 Notice of the commencement of the Elder selection process shall be given to the Adult Members who shall have two (2) weeks to submit recommendations in writing for Eldership to any of the Elders.

2.6.2 Thereafter the Elders shall consider and/or interview prospective Elder(s) to determine whether the prospective Elder(s), meets the qualifications of Eldership and whether he is willing to serve.

2.6.3 Upon consensus among the Elders that a man or men meet(s) the qualifications for Eldership, the Elders shall then present to the Adult Members the name(s) of those men whom the Elders agree possess the biblical qualifications for Eldership and

who have agreed to serve as Elder under the Lord's direction if subsequently confirmed by the Adult Members.

- 2.6.4** Upon presentation of the candidate(s), Adult Members shall have two (2) weeks to prayerfully consider the prospective Elder(s) and if any of the Adult Members have any reservations about a man's qualifications for Eldership, they should discuss those reservations with the individual and if not satisfactorily resolved, bring the matter(s) to the attention of the Elders. The Adult Members shall indicate their vote and/or express their views on the Elder Confirmation Form. The Elder Confirmation Forms shall be made available at the Sunday Worship Service and at the church office and must be completed and returned during this two week period.
- 2.6.5** The Elders shall meet to review and count the Elder Confirmation Forms. The available Elder position(s) shall be filled by the candidate(s) with the highest votes as reflected in the Elder Confirmation Forms subject to the candidate receiving at least a consensus vote from the Adult Members and from the Elders. Should all of the prospective candidates be excluded through this process, the selection process shall start anew, if deemed necessary by the Elders.
- 2.6.6** Upon confirmation of acceptance by the Elders and the Adult Members via the above procedure, the new Elder(s)

shall be confirmed and commissioned for service before the Lord by the laying on of hands of the Elders before the congregation.

2.7 Removal of an Elder

- 2.7.1** An Elder may relinquish his position prior to the expiration of his term upon his request.
- 2.7.2** Any Adult Member may request the removal of an Elder and such request shall be placed before the Board of Elders for consideration on whether there is sufficient cause. The Board of Elders may remove an Elder from his position if two-thirds of the Elders so vote.
- 2.7.3** If an Elder is to be removed from his position other than upon his own request, the Elder shall be given at least two (2) weeks notice of the meeting before the Board of Elders specified in clause 2.7.2 above.
- 2.7.4** At the meeting the Elder shall be given an opportunity to defend his qualifications before the Board of Elders and be given due process as set out in Matthew 18 and other biblical passages related to church discipline and fitness to serve.
- 2.7.5** If the Board of Elders finds that there is sufficient cause for dismissal, but does not have a two-thirds majority but has at least a consensus, they shall convene a special congregational meeting for the Adult Members to vote

on the dismissal. A minimum of two-thirds of the Adult Members must cast their votes of which a minimum of two-thirds of the votes cast must be in favor of the removal.

2.7.6 The Elder shall only be removed if the Board of Elders or the Adult Members, in the case of a specially called meeting, agree that he no longer satisfies the biblical qualifications for Eldership or is otherwise incapable of continuing.

2.8 Officers

The Board of Elders shall select a Chairman, Vice-Chairman and Secretary of the Board of Elders who shall serve with the Senior Pastor when necessary for legal or other purposes as the officers of IBC. In their capacity as officers, they shall have the duties and responsibilities attendant to officers under the Societies Act, subject to the express limits and reservations set forth in this Constitution. The Chairman of the Board of Elders shall, whenever required by law or practice, serve as the President of the society, having, however, only such express powers as are granted by IBC, and having no power absent such express authorization to bind the society in any matter or act for it. In a similar manner, and subject to the same limitations, the Vice-Chairman of the Board of Elders shall be authorized to act as the Vice-President of the society. The Secretary of the Board of Elders shall act as the Secretary of the society.

2.9 Meetings of the Elders

Elders will meet regularly for study, prayer, and oversight of IBC. Unless otherwise specified in this Constitution, majority vote shall decide all questions presented before the Elders.

2.10 Removal from Committees

The Board of Elders may by consensus remove any person from any ministry or committee position. Before such removal, the Board of Elders shall speak with the person affected and give that person the right to be heard before the Board of Elders. Vacancies that arise in any ministry or committee may be filled by the pastoral staff in charge or by the committee chair as the case may be but shall be subject to the consensus of the Board of Elders.

Section 3 - Deacons

3.1 General

The Deacons are biblically qualified men Who are elected to assist the Elders and to ease the administrative load of the Elders (Acts 6:1-7). It is a position of servant-hood and Deacons serve under the direction of Christ Jesus and the supervision of the Elders. The biblical qualifications for this position are set forth in 1 Timothy 3:8-13 and Acts 6:3-4.

3.2 Responsibilities

The Deacons are responsible for the administrative and financial affairs of IBC. They shall be responsible to prepare the church budget, approve capital and operational expenditure, carry out audits, oversee building maintenance, spearhead evangelistic activities, organize fellowship lunches, provide representation on committees and with the Elders shall jointly welcome visitors. The Deacons shall also undertake such work as given to them by the Elders.

3.3 Term

Deacons shall serve a three (3) year term commencing in January. A Deacon may serve a maximum of two

consecutive terms and thereafter shall be required to relinquish his position for one year before being eligible to be re-elected. There shall be a minimum of 5 Deacons rotated off each year.

3.4 Number

The optimal number of Deacons shall be 15.

3.5 Selection

Selection of Deacon(s) shall take place at the annual meeting or when the Elders determine that additional Deacons are necessary and that qualified eligible candidates exist. The Elders shall appoint a Nominating Committee from among the Adult Members to carry out interviews and present recommendations on a list of candidates to the Board of Elders. At a congregational meeting, the Adult Members shall elect the requisite number of Deacons from among the list of candidates presented.

3.6 Removal of Deacon

- 3.6.1** A Deacon may relinquish his position prior to the expiration of his term upon his request.
- 3.6.2** Any Adult Member may request the removal of a Deacon and such request shall be placed before the Board of Elders for consideration on whether there is sufficient cause. The Board of Elders may remove a Deacon from his position if two-thirds of the Elders so vote.
- 3.6.3** If a Deacon is to be removed from his position other than upon his own request, the Deacon shall be given at least two (2) weeks notice of the

meeting before the Board of Elders specified in clause 3.6.2 above.

- 3.6.4** At the meeting the Deacon shall be given an opportunity to defend his qualifications before the Board of Elders and be given due process as set out in Matthew 18 and other biblical passages related to church discipline and fitness to serve.
- 3.6.5** If the Board of Elders finds that there is sufficient cause for dismissal, but does not have a two-thirds majority but has at least a consensus, they shall convene a special congregational meeting for the Adult Members to vote on the dismissal. A minimum of two-thirds of the Adult Members must cast their votes of which a minimum of two-thirds of the votes cast must be in favor of the removal.

Section 4 — Treasurer

- 4.1** The Adult Members shall at the Annual Meeting elect a person to serve as the Treasurer for a one (1) year term commencing in January.
- 4.2** It shall be the duty of the Treasurer to receive, keep in a bank,, and disburse, all monies committed to IBC. The Treasurer shall be responsible, at all times, for an itemized account of all receipts and disbursements. The Treasurer shall issue reports to IBC regarding IBC's finances monthly.
- 4.3** All books, records, and accounts kept by the Treasurer shall be the property of IBC and may be audited as directed by the Elders.

- 4.4 The Treasurer shall, upon relinquishing his position whether through resignation, election of his successor or otherwise, promptly deliver to the elected successor or, if none, to the Chairman of the Board of Elders, all books, records and accounts he is relinquishing as well as all copies thereof.
- 4.5 The Treasurer may be removed from office by consensus vote of the Elders or upon his written resignation.
- 4.6 The Treasurer may be elected to serve a further one (1) year term but shall not be permitted to serve two (2) consecutive terms.

Section 5 — Church Clerk

- 5.1 The Church Clerk holds an administrative position and the Adult Members shall elect at the Annual Meeting a person to this position for a one (1) year term commencing in January.
- 5.2 The Church Clerk shall keep a record of all decisions of IBC made at congregational meetings; keep and update regularly a register of names of members, with dates of admission and termination of membership, together with a record of baptisms. These books shall be opened for inspection by any Adult Member following the procedures set by the Board of Elders. The Clerk shall also notify all members of committees and office bearers of their election or appointment. The Clerk shall preserve on file all communications and written reports, and give notice of all meetings where such notice is necessary.
- 5.3 The Clerk may be removed from office by consensus vote of the Elders or upon his/her written resignation.

- 5.4 The Clerk may be re-elected to serve further one (1) year terms.

ARTICLE X — Pastoral Staff

Section 1 — Senior Pastor

- 1.1 **Senior Pastor Search Committee**
Whenever there is a need for the call of a Senior Pastor, the Board of Elders shall appoint a Senior Pastor Search Committee ("SPSC") comprising of 2 Elders, 1 Deacon and 2 Adult Members. The SPSC shall specify the qualifications in accordance with such scripture as 1 Tim 3:1-7.
- 1.2 **Call of Senior Pastor**
The Board of Elders shall call a special congregational meeting for the Adult Members to cast their votes for the call of the Senior Pastor. A minimum of two-thirds of the Adult Members must cast their votes of which a minimum of two-thirds of the votes cast must be in favor of the candidate.
- 1.3 **Restriction to the male gender**
The office of the Senior Pastor shall be held by a man and shall never be open to a woman. God has imposed His requirement that a woman shall not have authority over men (1 Tim. 2:12) and IBC acknowledges that this applies to the highest position of leadership, shepherding and teaching which is the office of the Senior Pastor.
- 1.4 **Responsibility**
The Senior Pastor leads the congregation in the execution of its mission, the pursuit of its vision, and the efficient and productive implementation of all church programs through

a ministry staff that he selects and supervises. The Senior Pastor is the Moderator of all congregational meetings except in cases where he is the object of the meeting convened for his censure or dismissal. The Senior Pastor reports to the congregation through the Board of Elders and/or directly to the congregation whenever it is convened for meeting.

1.5 Termination

- 1.5.1** The Senior Pastor may relinquish his position, prior to the expiration of his term upon his request.
- 1.5.2** Any Adult Member may request the removal of the Senior Pastor and such request shall be placed before the Board of Elders for consideration on whether there is sufficient cause.
- 1.5.3** If the Senior Pastor is to be removed from his position other than upon his own request, the Senior Pastor shall be given at least two (2) weeks notice of the meeting before the Board of Elders specified in clause 1.5.2 above.
- 1.5.4** At the meeting the Senior Pastor shall be given an opportunity to defend his qualifications before the Board of Elders and be given due process as set out in Matthew 18 and other biblical passages related to church discipline and fitness to serve.
- 1.5.5** If the Board of Elders finds that there is sufficient cause for dismissal, they shall convene a special congregational meeting for the Adult Members to vote on the dismissal. A minimum of two-

thirds of the Adult Members must cast their votes of which a minimum of two-thirds of the votes cast must be in favor of the removal.

- 1.5.6** Removal shall take effect on the date of the congregational meeting to dismiss the Senior Pastor, however pay and benefits shall continue for not less than thirty (30) days after the date of removal.

Section 2 — Pastoral Staff

2.1 Pastoral staff positions

All pastoral positions shall be created by the Board of Elders upon the recommendation of the Senior Pastor based on the observable needs of the congregation.

2.2 Selection

The choice and appointment of all pastoral personnel shall be the prerogative of the Senior Pastor. Upon finding the right person for a position, the Senior Pastor shall inform the Board of Elders of his selection and the Board of Elders shall advise the Senior Pastor on the appointment. If the Board of Elders, but not including the Senior Pastor, unanimously oppose the Senior Pastor's decision, the matter shall be brought before the Adult Members at a congregational meeting for a final vote by consensus.

2.3 Staff supervision

All pastoral personnel shall be under the supervision of the Senior Pastor who shall be advised by the Board of Elders. Periodic evaluations shall be conducted by the Senior Pastor together with the Board of Elders.

2.4 Termination

The Senior Pastor may exercise his prerogative to terminate any employee and shall inform the Board of Elders of his decision and the Board of Elders shall advise the Senior Pastor on the termination. If the Board of Elders, but not including the Senior Pastor, unanimously oppose the Senior Pastor's decision, the matter shall be brought before the Adult Members at a congregational meeting for a final vote by consensus. In addition, any Adult Member may request the dismissal of a member of the pastoral staff and such request shall be considered by the Board of Elders who shall advise the Senior Pastor on whether there is sufficient cause. Removal shall take effect on the date of the Senior Pastor's decision if not opposed by the Board of Elders and on the date of the congregational decision if so voted by the Adult Members, however pay and benefits shall continue for not less than thirty (30) days after the date of removal.

Section 3 — Membership at IBC

The permanent pastoral staff members are required to be members of IBC and the process of obtaining membership by baptism, by transfer or by statement shall equally apply to the pastoral staff. Upon signing the Church Covenant and Articles of Faith, he/she shall be added to the Members' register.

ARTICLE XI — Congregational Meetings

Section 1 — Annual Meeting

The membership shall meet at least annually in November for the election of Elders, Deacons, committee chairs and members, the approval of the budget and for the purpose of evaluating the progress of IBC towards its stated purposes. The Elders shall set the date, time, and place of the annual meeting

and shall give notice of the annual meeting and the agenda at least two weeks in advance.

Section 2 — Called Meetings

Called meetings may be held at the direction of the Board of Elders or by a request of no less than 50 Adult Members submitted in writing to the Board of Elders. The Board of Elders shall also call for meetings on a quarterly basis. Notice of the date, time, place and agenda for the called meeting shall be provided to the membership at least two (2) weeks in advance.

If the Board of Elders does not within two (2) months after the date of the receipt of the written request proceed to call the convened meeting, the members who requested for the called meeting shall convene the called meeting by giving ten (10) days' notice to voting members setting forth the business to be transacted and simultaneously posting the agenda on IBC's notice board.

Section 3 — Emergency Meetings

In the case of an emergency, and upon the consensus of the Elders, a called meeting may be held immediately and without notice solely for the purpose of taking such action as is required by the emergency. Every effort shall be made to advise the membership, and where possible, the meeting shall be held in conjunction with a Sunday morning service.

Section 4 — Quorum

A quorum shall consist of not less than 30 Adult Members or 25% of Adult Members, whichever is the lesser, present in person.

Section 5 — Moderator

The Senior Pastor shall preside as moderator at all congregational meetings. In the absence of the Senior Pastor, the Chairman of the Board of Elders shall preside as moderator. In the absence of the Chairman, the Vice-Chairman of the

Board of Elders shall preside as moderator. In the absence of the Vice-Chairman, the Secretary of the Board of Elders shall preside as moderator. In the absence of all four, the Adult Members present at the meeting shall elect a moderator who is a male Adult Member.

Section 6 — Voting

Only Adult Members whose names appear on the Members' register are entitled to vote at congregational meetings. Voting may be by hand vote, by ballot, by written proxy or by absentee ballots. The Elders shall determine the mode(s) of voting for the meeting and/or the matters on the agenda. For votes by proxy, the non-voting member shall have signed and given the proxy form to a voting member and such form shall be checked and retained by IBC before the meeting. In the case of absentee ballots, the member shall be responsible for obtaining the ballot from IBC and shall ensure that the completed ballot reaches the IBC office at least two days before the meeting.

Section 7 — Committee Appointments

The Board of Elders shall determine the committees required for IBC, shall select the committee chairs and members of the committees and shall present the slates to the Adult Members at the annual meeting. Nominations for committee positions may be made to the Board of Elders by any Adult Member at anytime prior to the selection by the Elders. The Adult Members shall by consensus vote to affirm or reject the slate for each committee selected by the Elders. If a slate is rejected by the Adult Members, the Elders shall present a new slate to the Adult Members at a called congregational meeting within one month of the annual meeting and shall repeat this process until the slate is approved by consensus vote of the Adult Members. The Board of Elders shall specify which committees may include non-members. Non-members may not chair or form the majority in any committee. The composition, duties, term and other characteristics of each ministry shall be in writing and maintained at the church office. The Elders shall maintain a Ministry Handbook at the church office which

contains the specific ministry descriptions and their responsibilities.

Section 8 — Adjournments

A meeting may be adjourned at any time to any other date or time as the Adult Members may determine and such adjourned meeting may be held in conjunction with or after a Sunday Worship service if necessary. Adult Members who had not cast their vote in the prior meeting(s) may cast their vote at the adjourned meeting(s) but shall not be permitted to vote twice on the same issue.

Section 9 — Point of Order

An Adult Member may raise a point of order concerning the proper procedure during the congregational meeting for determination and the decision reached in that congregational meeting by the chair shall be binding. IBC adopts the customary parliamentary procedure.

ARTICLE XII - Trustees

Section 1 — Purpose

IBC may purchase, lease and otherwise acquire immovable properties of any description in Singapore (whether freehold, leasehold or otherwise) or any interest therein and may build, rebuild, alter and/or construct upon such property. If IBC acquires any immovable property, such property shall be vested in trustees subject to a declaration of trust.

Section 2 - Powers

The Trustees shall not purchase nor carry out any sale or mortgage the properties without the prior approval at a congregational meeting by at least 50% of all the Adult Members on the Members' register.

Section 3 — Appointment

The Trustees shall be elected by the Adult Members. The number of Trustees shall not be less than two and not more than four and the Trustee shall be ordinarily resident in Singapore. He/she shall be elected by the Adult Members when one of the current Trustees wishes to resign, or is removed, or is otherwise not able to continue in the position. Upon stepping down as Trustee, he/she shall take the necessary steps to remove himself/herself as a Trustee and hand over all trust property and documents to the new Trustee(s).

Section 4 - Removal

The office of the Trustee shall be vacated if the Trustee dies or is of unsound mind; is away from Singapore for a period of more than one year; is guilty of misconduct of such a kind as to render it undesirable for him to continue as a Trustee; or if he submits notice of resignation from his trusteeship.

Section 5 — Continuing powers.

In the event of IBC moving to another locality, the powers hereby vested in the Trustees with regard to the trust premises shall not thereby be suspended or in any manner be impaired or affected.

Section 6 - Notification

The address of each immovable property, name of each Trustee and any subsequent change must be notified to the Registrar of Societies.

ARTICLE XIII - Ordination

In the event IBC is requested to ordain a member who has been called into the ministry of the Gospel, the following procedure shall be followed: the member seeking ordination shall contact the Elders with the request for ordination. After prayerful consideration of the candidate if the Board of Elders,

who shall serve as an ordination council, unanimously agree that the candidate should be considered for ordination by IBC, the candidate will be presented to the Adult Members for approval by consensus. Upon approval, an ordination service shall be held by IBC.

ARTICLE XIV - Prohibitions

Section 1 - Gambling

Gambling of any kind, whether for stakes or not, is forbidden on IBC's premises. The introduction of materials for gambling into the premises is prohibited.

Section 2 - Fines

The funds of IBC shall not be used to pay the fines of members.

Section 3 - Unions

IBC shall not attempt to restrict or in any other manner interfere with trade or prices or engage in any Trade Union activities as defined in any written law relating to trade unions for the time being in force in Singapore.

Section 4 - Lottery

IBC shall not hold any lottery, whether confined to its members or not, in the names of IBC, of its office-bearers, committees or members.

Section 5 — Political Activity

IBC shall not participate in any political activity or allow its funds and/or premises to be used for political purposes.

Section 6 — Fund Raising

IBC shall not raise funds from the public for whatever purposes without the prior approval in writing of the Head Assistant

Director Operations, Licensing Division, Singapore Police Force and other relevant authorities.

ARTICLE XV — Definitions

"Adult Members" shall mean those members who are at least 21 years of age as at the date of the congregational meeting and whose names appear on the Members' register.

"Articles of Faith" shall mean the doctrinal position that IBC adopts, set out by the Board of Elders and to which all members of IBC shall agree to.

"Believer's Baptism" shall mean that the person has accepted the Lord Jesus as his/her personal Lord and Savior at an age when that person was capable of understanding the reason behind the death, burial and resurrection of Christ and capable of making an informed and rational decision for becoming a Christian and shall undergo the ordinance of water baptism **through full immersion.**

"Consensus" shall mean a simple majority (more than 50%) of the votes cast.

"Deacons" are men appointed as set forth in Article IX of this Constitution.

"Elders" are men appointed as set forth in Article IX of this Constitution.

"Elder Confirmation Form" shall contain a section on the details of each Elder candidate setting out his personal and family background, conversion, history of service at IBC and other churches, and areas of interest within IBC; a section for the member to indicate his vote; and a section for comments to be made.

"IBC" means the International Baptist Church of Singapore.

"International Identity" means the earthly Citizenship of the members of IBC comprising Singaporeans and non-Singaporeans that form the congregation of IBC.

"Members' register" shall be a record of all the members and shall include the name, address, contact details, date of birth, date of membership, date of baptism, and nationality of the member. The register shall also designate those who are Adult Members.

"New member's orientation" shall be the course or process that a new believer or prospective member undertakes as directed by the Senior Pastor or pastoral staff/elders in the absence of the Senior Pastor concerning the call to discipleship and to **inform the individual of the doctrinal position of IBC together with** its mission, vision statement, covenant and the individual's responsibility as a member.

"Notice" as used herein shall mean either written notice to each member, written notice given in the Sunday Worship Service Bulletin, written notice placed on the church notice board, or oral announcement from the pulpit at a Sunday Morning Worship Service, unless the precise mode has been specified elsewhere in this Constitution.

"Pastoral Staff" includes the Senior Pastor and full/part-time paid staff carrying out ministerial duties at IBC.

"Senior Pastor" is an Elder and full-time paid staff who has spiritual authority over the staff and congregation. He is the senior shepherd of IBC to lead, guide and instruct IBC and to have oversight over the Worship services and congregational meetings.

ARTICLE XVI - Amendments

This Constitution may be amended and shall require a two-thirds vote of all the Adult Members whose names are on the Members' register. Any proposed amendment(s) shall be presented in writing by an Adult Member to the Board of Elders for **consideration. The Board of Elders shall consider the**

proposal prayerfully and shall if necessary appoint a constitution review committee to consider the proposed amendment(s) and any other amendments where appropriate. If the Board of Elders considers that the proposed amendment(s) are necessary, they shall present the proposal to the Adult Members in writing at a specially called meeting. Thereafter and not earlier than two (2) weeks later, the Board of Elders shall call for a congregational meeting for the Adult Members to vote on the proposed amendment(s). Any alterations or additions shall not come into force without the prior sanction of the Registrar of Societies of Singapore.

ARTICLE XVII - Interpretation

In the event of any question or matter requiring the interpretation of the Constitution which arises out of any point which is not expressly provided for in the Constitution, the Elders shall use their own discretion in reaching an interpretation and shall report the question or matter and the interpretation reached by the Board of Elders to the Adult Members.

ARTICLE XVIII — Dissolution

IBC shall not be dissolved except with the consent of not less than seventy-five (75) percent of the Adult Members. In the event of the dissolution of IBC, the net assets after due payment of all liabilities shall not be distributed to the members but shall be given to other churches or charitable organizations as determined by no less than seventy-five percent of the Adult Members. Notice of dissolution of IBC shall be given to the Registrar of Societies and other government authorities as appropriate, within seven (7) days of the meeting.

ARTICLE XIX — Disputes

In the event of any dispute arising amongst members, they shall attempt to resolve the matter at a Congregational Meeting in accordance with this Constitution.

ARTICLE XX — Transitional

Section 1 — Duty of Elders

The Deacons' Council constituted under the previous Constitution and existing when these amendments were made shall carry out the functions specified under the selection process at Article IX, Section 2.6 and 3.5, 4 and 5. Where anything is to be done by the serving Elders as specified in the Constitution, the Deacons' Council shall be charged with that duty.

Section 2 - Treasurer

The current Treasurer shall hand over all documents to the incoming Treasurer within one month of this Constitution coming into force.

Section 3 — Elders rotating off

Upon the establishment of the first Board of Elders, the Elders shall determine the length of term for each Elder on the first Board in order to allow for rotating off. The first Board of Elders shall be divided into 3 groups with one group serving for 3 years, one for 2 years, and one for 1 year. The period of service for all Elders shall be deemed to commence on 1 January 2006 regardless of whether the establishment of the first Board of Elders takes place before or after 1 January 2006, provided that the first Board of Elders is established by 1 April 2006.

Section 4 — Deacons rotating off

Upon the election of the Deacons, the length of term for each Deacon shall be determined by the Elders in order to allow for rotating off. The first group of Deacons shall be divided into 3 groups with one group serving for 3 years, one for 2 years, and one for 1 year. The period of service for all Deacons shall be deemed to commence on 1 January 2006 regardless of whether the election takes place before or after 1 January 2006, provided that the elections take place by 1 April 2006.

Section 5 — Treasurer and Church Clerk

The period of service for the Treasurer and the Church Clerk shall be deemed to commence on 1 January 2006 regardless of whether he/she is selected to the position before or after 1 January 2006 provided that the Treasurer and Church Clerk respectively are elected by 1 April 2006.

Section 6 — Financial Year

The financial year under the previous constitution which runs from April 1 to March 31 shall continue to apply until March 31, 2006. With the changeover, the financial year shall run from April 1, 2006 to December 31, 2006. Thereafter the financial year of IBC shall run from January 1 to December 31 annually.

Section 7 — End of transitional provisions

With the exception of Sections 3, 4, 5 and 6 above, these transitional provisions shall cease once the first Board of Elders has been appointed.