

CONSTITUTION OF INTERNATIONAL BAPTIST CHURCH OF SINGAPORE

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 Board of Elders 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

IBC's mission is to make disciples of Jesus Christ, baptizing them in the name of the Father and of the Son and of the Holy Spirit, grounding them in a biblically-based and prayer-focused personal relationship with Christ as Lord, and equipping them to be united in diversity and in proclaiming the gospel.

ARTICLE IV - VISION STATEMENT

IBC is God's home for the nation that seeks to unite all people to Christ in love by making disciples for the glory of God.

ARTICLE V - ARTICLES OF FAITH

Section 1 - The Bible

We believe that the Bible is the inspired word of God which the Holy Spirit guided its human authors to write (2 Pet 1:19-21). The whole and each individual part of Old and New Testament Scripture is God-breathed (2 Tim 3:16) – they are the words of God. As such, they are true, inerrant, authoritative, and sufficient. We believe in all that it affirms, obey all that it commands, and hold on to all that it promises.

Section 2 - God

We believe that our God is the one true God (Deut 6:4) who eternally exists (Rev 1:8) in three Persons – the Father, the Son, and the Holy Spirit (Matt 28:19; 2 Cor 13:14).

Section 3 - Trinity

The Father is the Divine Source of all existence. He has life in Himself and gives life to all else through the Son and the Spirit. He is also Sovereign Ruler (Eph 1:3-6; 1 Tim 6:15-16), Holy Judge (2 Pet 3:10-12), and Compassionate Reconciler (John 3:16; Rom 3:24; 2 Cor 5:18-19).

The Son is the only begotten of God, ontologically equal yet distinct from God the Father as a Person (Heb 1:3; Col 2:9). He is the divine Word through whom all things are created, our Lord Jesus Christ who took on the human nature at the Incarnation to be our substitutionary atonement to reconcile us with the Father (John 1:14-18). We believe that Jesus suffered and died on the cross, then decisively defeated the power of sin and death three days later in his bodily resurrection, is now ascended back to the Father, and will one day return to earth to establish His earthly kingdom (1 Cor 15).

The Holy Spirit is our Advocate and Comforter (John 14:16; Rom 8:26), the Giver of Life (Gen 1:2; Job

32:8; Ps 33:6), who restrains (2 Thess 2:7) and convicts of sin, righteousness, judgment (John 16:8-11), and inspires Scripture (2 Tim 3:16; 2 Pet 1:20-21). He accomplishes our indwelling and regeneration (John 3:5-7; Rom 8:9-16), sealing (Eph 1:13-14; 4:30), anointing (1 John 2:27), and is the vehicle of the love from the Father through the Son to humanity and the source of the love in believers toward one another (Rom 15:30; 2 Cor 13:14).

These three Persons of the Godhead are one in mind, will, and activity, yet distinct in consciousness and personal relationships, each indwelling the other (John 7:37-39; 14:7-11; 16:13-15; 20:22). They have precisely the same nature, attributes, and perfections, and worthy of precisely the same faith and obedience (John 1:14; Acts 5:3-4). Our God is holy (Isa 6:1-5; Rev 4:8), transcendent, eternal, infinite, all-powerful, all-knowing, and immanent (Ps 139:7-10).

Section 4 - Humanity and Sin

We believe that we were created male and female in the image of God to fill the earth with His rule. Because of human rebellion against God, sin came into the world and corrupts every person and every human endeavor (Genesis 1-3). As a consequence, we are all separated from God, becoming spiritually dead, rendered completely incapacitated and unable to remove sin, and destined for physical death and an eternity removed from God (Rom 1:18-32; Eph 2:1-3).

Section 5 - Salvation

We believe that Jesus Christ is the only sufficient, atoning sacrifice for sin (John 14:6; Acts 4:12). Through his death, burial, and resurrection, Jesus brought reconciliation between God and humanity and a new life for all who would repent and believe in Him as Saviour and Lord (Rom 3:21-26). Salvation is possible only by responding to God's gracious gift through faith and apart from works (Eph 1:7; 2:8-9).

Section 6 - The Christian Life

We believe that having died to sin and been born again into a new life in Christ (Rom 6:1-14), we are called to walk not after the flesh but in submission to the Holy Spirit (Rom 8:4, 12-13; Gal 5:16-23), growing in the likeness of Christ by the power of the Spirit indwelling in us (John 17:17; 2 Cor 3:18; 1 Thess 5:23, Heb 12:10), and walking in the good works which God prepared beforehand for us to do (Eph 2:10).

We affirm the biblical definition of marriage to be one man and one woman for life (Gen 2:24-25; Mark 10:6-9; Eph 5:22-25).

Section 7 - The Church

We believe that the Church is the universal body of Christ, of which He is the head and all who have placed their faith in Him are the members (1 Cor 12:12-27; Eph 1:20-23). Followers of Christ are to be in community with one another in an autonomous, local assembly, preaching the gospel, spurring one another on to spiritual maturity (Heb 10:24-25), serving one another with our spiritual gifts (Rom 12:4-8), and keeping the unity of the Spirit in a bond of peace and communal fellowship (Acts 2:42-46; Eph 4:3-6; Col 3:14-15).

The two ordinances of the church commanded by Jesus Christ – the immersion baptism of disciples of Jesus and the Lord's Supper – are symbol-laden acts that embody and proclaim the gospel (Matt 3:11-15; Rom 6:1-5; Mark 14:22-25; John 6:53-54; 1 Cor 11:23-30), which we partake in as part of our carrying out His commission to us to make disciples of all nations (Matt 28:19-20; John 17:18; Acts 1:8).

Section 8 - The Future

We believe that the blessed hope of all followers of Jesus Christ includes His physical return (Acts 1:9-11; 1 Thess 4:16-17) to gather all who trusted in Him for salvation in their lifetimes to spend eternity

with Him (John 14:1-3) and to worship God forever.

ARTICLE VI - MEMBERSHIP

Section 1 - Qualifications

- 1.1 Unless otherwise indicated, the terms "a Voting Member" and "a Non-Voting Member" and "Voting Members" and "Non-Voting Members" shall hereafter be collectively referred to as "a member" or "Members".
- 1.2 To become a member of IBC, a person must: -
 - (a) live in Singapore;
 - (b) have declared faith in Jesus Christ for his or her own eternal salvation;
 - (c) have received the immersion baptism of disciples of Jesus.
 - (d) commit to living consistently under the Lordship of Christ Jesus; and
 - (e) agree with the Mission, Vision Statement and Articles of Faith of IBC.
- 1.3 Persons who are below eighteen (18) years of age shall not be accepted as members of IBC without the written consent of their parent or guardian. All persons who are below the age of twenty-one (21) shall hereafter be referred to as "Non-Voting Members".
- 1.4 Upon attaining the age of twenty-one (21), a Non-Voting Member must become a Voting Member in order to remain a member of IBC. All candidates to become Voting Members must sign the Articles of Faith.

Section 2 - Process to Become a Member

2.1 General

A person can choose to join IBC through baptism, transfer, or statement, as set out in the following sections. The prospective member shall meet the Senior Pastor or his designated representative to evaluate if the prospective member meets the qualifications for membership. After meeting with the Senior Pastor or his designated representative to evaluate if the prospective member meets the qualifications for membership. With the approval of the Senior Pastor or his designated representative, the candidate shall be presented for approval by consensus vote at a Congregational Meeting.

2.2 By Baptism

If the candidate has not previously received immersion baptism after having trusted Christ as Saviour and Lord, the candidate will testify to his or her faith through immersion baptism conducted by the Senior Pastor or his designated representative.

2.3 By Transfer

A candidate may request his or her previous church of similar faith to provide a letter of transfer of membership to IBC.

2.4 By Statement

A candidate shall describe his or her experience of salvation and subsequent immersion baptism as a disciple of Jesus Christ. In order to encourage the discipline of church membership for foreigners in Singapore, IBC allows its members to retain their membership in churches in other countries to which they plan to return after their stay in Singapore.

Section 3 - Responsibilities of IBC Members

3.1 General

Scripture teaches every believer's participation in the life of a local assembly. Members of IBC, relying not upon their own strength but upon prayer and the power of the Holy Spirit, seek continual growth and maturity in Christ.

3.2 Participation

Members will participate regularly in corporate worship and various discipleship activities of IBC, including but not limited to Bible study and small group meetings. Members will also engage in individual and family devotions, Bible study, and quiet time with the Lord. Members will support IBC through tithes and offerings (1 Cor 9:13-14; 2 Cor 9:10-12).

3.3 Taking the Lord's Supper

All disciples of Jesus Christ may participate in eating and drinking the elements of the Lord's Supper at IBC (Matt 28:18-20; 1 Cor 11:17-34; 12:13). Just as there is no biblical justification for refusing the immersion baptism of disciples of Jesus, there is also no biblical justification for excluding non-baptized Christians from participating in the Lord's Supper.

3.4 Submission

Members will joyfully submit to the full authority and sufficiency of Scripture. Members should uphold IBC leaders in prayer and submit to their biblical teaching and guidance, working within the context of IBC to resolve any perceived issues or conflicts that may arise. They will submit to church discipline as a means of seeking grace and healing from God in cases of moral failure or doctrinal error.

3.5 Ministry

Members will serve the body of Christ by using the gifts and abilities God has given them for the good of IBC and the advancement of Christ's purposes, so that IBC as a body of believers can mature (1 Pet 4:10).

3.6 Witness

Members will be salt and light, show the love of Christ in tangible ways, go intentionally to the lost, and explicitly share the gospel message (Matt 5:13-16, 28:18-20). Such witnessing acts include local and worldwide missions, and members will take part by praying, giving, and going personally into mission fields as they are able (Acts 1:8).

3.7 Purity

Members will daily live under the Lordship of Christ Jesus through a lifestyle characterized by holiness before God and integrity before the world, so that Christ's name will receive honor (Col 1:9-10; 1 Pet 2:12).

3.8 Unity

Members will love IBC for whom Christ died, and 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 (Phil 2:1-2; John 13:35).

3.9 Voting rights

Only Voting Members shall have the right to vote and to hold office in IBC.

Section 4 - Termination

The following situations shall result in the removal of the names of a member from the Register of Members, and thus the termination of IBC membership.

4.1 By Death

- The transfer of a member of IBC to the face-to-face presence of Christ to await the resurrection.

4.2 By Letter

- Granting the request of a member for a letter of recommendation to join another church.

4.3 By Request

- At the request of a member.

4.4 By Joining Another Church in Singapore

- Evidence that a member has joined another church in Singapore.

4.5 By Inactivity

A member who has been an infrequent and/or inactive participant in the activities of IBC shall be contacted by the Elders or their representative to determine the circumstances. Infrequent participation in the life and service of IBC for non-justifiable reasons shall prompt an informal inquiry by the Board of Elders regarding the commitment of the member to the health and welfare of IBC. When the Board of Elders determines such infrequent and/or inactive participation is the result of spiritual neglect or indifference, the Board of Elders, Deacons or other designated members of IBC shall attempt restoration. On grounds of inactivity, a decision to terminate a person's membership will be based upon the consensus of the Board of Elders.

4.6 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 Christlike. When a member knowingly and unrepentantly disregards the direct commands and discipline found in such passages as Matt 18:15-17, Gal 6:1, 2 Thess 3:1, and 1 Cor 5, discipline as set forth in Matt 7:1-5, 18:15-17 shall be lovingly applied under the guidance of the Board of Elders. Members of the early church were subject to confrontation for reasons such as: unwillingness to become reconciled to an offended brother (Matt 18:15-17); unwillingness to work (2 Thess 3:6-15); divisiveness in the church (Rom 16:17-18; Tit 3:9,10); sexual immorality (1 Cor 5:1-13); false teachings (1 Tim 1:20, 2 Tim 2:17-18); and general sinful conduct (Gal 6:1). On grounds of Church discipline, a decision to terminate a person's membership will be based upon the consensus of the Board of Elders. Written notice of removal from membership shall be given to such member forthwith.

4.7 Appeal of Removal under Church Discipline

A person removed from membership under section 4.6 above may make a written appeal to the Board of Elders within one (1) month of receipt of notice of such removal. Upon receipt of the written appeal, the Board of Elders will have the discretion of accepting the appeal and reinstating the former member by consensus vote without convening an Extraordinary Congregational

Meeting. If the appeal is rejected, the Board of Elders shall convene an Extraordinary Congregational Meeting to vote on the appeal and all Voting Members present must vote in favour of the appeal for that member to be reinstated.

Section 5 - Register of Members

There shall be an annual review of the Register of Members carried out by the Board of Elders to remove names of former members if the same have not been removed and to update the particulars of existing members. The review of Register of Members shall commence two (2) months prior to the Annual Congregational Meeting and be completed one (1) month prior to the Annual Congregational Meeting. The update shall require the members to verify their personal particulars and remove from the Register of Members, the names of persons whose membership have been terminated or who are no longer contactable.

Section 6 - Discretion to Refuse Voting or Non-Voting Membership

The Board of Elders may, at its absolute discretion, refuse to approve any person from becoming a member of IBC without assigning any reason whatsoever. It shall report its decision to the Voting Members at a quarterly or Annual Congregational Meeting.

Section 7 - Non-Members

7.1 Non-Members refer to friends and visitors of IBC.

7.2 A non-member of IBC may take part in the worship services, discipling ministries, prayer meetings, and as observers at official Congregational Meetings of IBC, subject to their submission to IBC's authority and the standards of discipline, purity, and unity required of members. A non-member may not take any teaching or leadership role without the approval of the Senior Pastor or his designated representative, and in no case may serve in a role specified in Articles VII, IX, and XI. A non-member may be a member of a committee other than chairperson with the approval of the committee chair and the Board of Elders.

ARTICLE VII - LEADERSHIP

Section 1 - Elders

1.1 General

The Board of Elders is a group of biblically-qualified men who are charged with leading IBC under the leadership of Jesus Christ. 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 but shall not hold the position of Chairman, Vice-Chairman or Secretary.

1.2 Qualifications

A nominee for eldership shall have been a Voting Member of IBC and actively serving IBC for at least six (6) months prior to the date of his nomination. The biblical qualifications of elders are set forth in 1 Tim 3:1-7, Tit 1:6-9, and 1 Pet 5:2-3.

1.3 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, Tit 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.

1.4 Term

Elders shall serve a term of three (3) years that begins upon election at the Congregational Meeting. For ease of computation, the term of three (3) years will be calculated from 1 July when the appointment is in the preceding first half of the calendar year, or 1 January when it is in the second half of the preceding year. An Elder may serve a maximum of two (2) consecutive terms and thereafter shall be required to relinquish his position for one (1) year before being eligible to be re-elected. 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.

1.5 Number

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

1.6 Election

Election of Elders shall take place at a Congregational Meeting. An Elder who is elected 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 limit of two (2) terms prescribed in section 2.4 below. The election process shall be as follows:-

1.6.1 Notice of the commencement of election of Elders shall be given to the Voting Members who shall have two (2) weeks to submit their recommendations in writing for Eldership to any of the Elders.

1.6.2 Thereafter, the Board of Elders shall consider and/or interview the prospective candidate(s) to determine whether the prospective candidate(s) meets the qualifications of eldership and determine their willingness to serve.

1.6.3 Upon consensus among the Board of Elders that the candidate(s) meet(s) the qualifications for Eldership, the Board of Elders shall determine the date of a Congregational Meeting for election of the Elders and present the name(s) of those candidates whom the Board of Elders agree possess the biblical qualifications for eldership and who have agreed to serve as Elders under the Lord's direction if subsequently elected by the Voting Members.

1.6.4 Upon presentation of the candidate(s) with written introduction(s) and photograph(s) at a Worship Service of IBC, the Voting Members shall have two (2) weeks to prayerfully consider the candidate(s). If any of the Voting Members has any reservation about a candidate's qualifications for eldership, the Voting Member should discuss those reservations with the candidate and if the reservations are not satisfactorily resolved, the Voting Members should refer the matter to the Board of Elders which shall determine whether to present the candidate(s) for election.

On the date of election, IBC shall hand out the official Polling Paper for Election of Elders to the Voting Members present to cast their votes. The closing time for submission of the Polling Paper for Election of Elders will be determined by the Board of Elders.

1.6.5 After the closing time for submission of the Polling Paper, the Board of Elders shall meet to count the votes cast. Candidates who attain a consensus vote from the votes cast, shall be considered as being elected to hold office as Elders. In the event the candidates do not attain the requisite votes, the Board of Elders would schedule another Congregational Meeting to elect the candidates to meet the requisite number required by the Board of Elders.

1.7 Resignation and Removal of an Elder

- 1.7.1 An Elder may relinquish his position prior to the expiration of his term by submitting one (1) month's written notice to the Board of Elders.
- 1.7.2 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' written notice to meet the Board of Elders.
- 1.7.3 At the meeting specified in sub-section 1.7.2, the Elder shall be given an opportunity to defend his qualifications before the Board of Elders and be given due process as exemplified in Matt 18:15-17 and other biblical passages related to church discipline and fitness to serve.
- 1.7.4 If the Board of Elders finds by consensus that there is sufficient cause for removal but does not have a two-thirds (2/3) majority, it shall convene a Congregational Meeting for the Voting Members to vote on the removal. A minimum of two-thirds (2/3) of the Voting Members present must cast their votes in favor of the removal.
- 1.7.5 Any Elder absenting himself from three (3) meetings consecutively without satisfactory explanations shall be deemed to have withdrawn from the Board of Elders. A Voting Member can be co-opted to the Board of Elders by the remaining Elders to replace an Elder who has withdrawn from the Board of Elders before the end of his term and will serve his office until the next Annual General Meeting. Any change relating to an Elder who is an officer of IBC shall be notified to the Registrar of Societies and the Commissioner of Charities within two (2) weeks of the change.

Section 2 - Senior Pastor

2.1 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 two (2) Elders, one (1) Deacon, and two (2) other Voting Members. The SPSC shall specify qualifications for the Senior Pastor in accordance with such Scripture as 1 Tim 2:12, 1 Tim 3:1-7, Tit 1:5-9, and 1 Pet 5:1-4. Therefore only biblically-qualified man may serve as Senior Pastor of IBC.

2.2 Call of Senior Pastor

The Board of Elders shall call a Congregational Meeting for the Voting Members to cast their votes for the call of the Senior Pastor. For IBC to call a candidate to become Senior Pastor, a minimum of two-thirds (2/3) of the Voting Members present must vote in favour of the candidate.

2.3 Responsibilities

- 2.3.1 As he fulfills the call of God to shepherd IBC, the Senior Pastor is directly accountable to the Board of Elders and ultimately to the congregation.
- 2.3.2 He leads the congregation in the execution of its mission, the pursuit of its vision, and the efficient and productive implementation of all IBC programs through a ministry staff that he selects and supervises.
- 2.3.3 The Senior Pastor must become a member of IBC and the process of obtaining membership by baptism, by transfer, or by statement in Article VI Section 2 shall apply. Upon signing the Articles of Faith, he shall be added to the Register of Members.
- 2.3.4 The Senior Pastor is the moderator of all Congregational Meetings, except in cases in which the

meeting concerns his potential censure or removal.

2.4 Termination

- 2.4.1 The Senior Pastor may resign his position in accordance with the terms of his employment agreement with IBC and be released from service to IBC as the Board of Elders directs.
- 2.4.2 If the Senior Pastor is to be removed from his position other than upon his own request, he shall be given at least two (2) weeks' written notice to meet the Board of Elders for consideration on whether there is sufficient cause.
- 2.4.3 At the meeting with the Board of Elders mentioned in section 2.4.2 above, the Senior Pastor shall be given an opportunity to defend his qualifications and be given due process as exemplified in Matt 18:15-17 and other biblical passages related to church discipline and fitness to serve.
- 2.4.4 If the Board of Elders finds that there is sufficient cause for removal, they shall convene a Congregational Meeting for the Voting Members to vote on the removal. A minimum of two-thirds (2/3) of the Voting Members present must vote in favour of the removal.
- 2.4.5 Removal shall take effect on the date of the Congregational Meeting to remove the Senior Pastor, and should be in accordance with the terms and conditions of his employment agreement with IBC.

Section 3 - Deacons

3.1 General

Deacons are biblically qualified men who are elected to assist the Board of Elders (Acts 6:1-7). It is a position of servanthood, and Deacons serve under the direction of Jesus Christ and the supervision of the Board of Elders. The biblical qualifications for this position are set forth in 1 Tim 3:8-13 and Acts 6:3-4.

3.2 Responsibilities

The Deacons shall undertake such duties as may be assigned to them by the Board of Elders from time to time.

3.3 Term

Deacons shall serve a term of three (3) years that begins upon ordination or formal presentation to the congregation. For ease of computation, the term of three (3) years will be calculated from 1 July when the ordination or presentation is in the preceding first half of the calendar year, and 1 January when it is in the second half of the preceding year. A Deacon may serve a maximum of two (2) consecutive terms and thereafter shall be required to relinquish his position for one (1) year before being eligible to be re-elected.

3.4 Number

The optimal number of Deacons shall be 15.

3.5 Election

- 3.5.1 Election of Deacon(s) shall take place at a Congregational Meeting or when the Board of Elders determines that additional Deacons are necessary and that qualified and eligible candidates exist. The Board of Elders may appoint a Nominating Committee from among

the Voting Members to carry out interviews and present their recommendations on a list of candidates to the Board of Elders. Upon consensus among the Board of Elders on the list of candidates, the Board of Elders shall determine the date of a Congregational Meeting for election of the Deacons and present the names of the candidates with a written introduction and photograph(s) to the Voting Members at the Worship Service of IBC.

- 3.5.2 Election of Deacon(s) by the Voting Members at a Congregational Meeting shall be by a show of hands. Upon attaining a majority of the votes cast, the candidates shall be considered as being elected to hold office as Deacon(s).
- 3.5.3 In the event the candidates do not attain the requisite votes, the Board of Elders would schedule another Congregational Meeting to elect the candidates to meet the requisite number of Deacons prescribed by the Board of Elders.

3.6 Resignation and Removal of Deacon

- 3.6.1 A Deacon may relinquish his position prior to the expiration of his term by submitting one (1) month's written notice to the Board of Elders.
- 3.6.2 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' written notice to meet the Board of Elders.
- 3.6.3 At the meeting specified in sub-section 3.6.2., the Deacon shall be given an opportunity to defend his qualifications before the Board of Elders and be given due process as exemplified in Matt 18:15-17 and other biblical passages related to church discipline and fitness to serve.
- 3.6.4 If the Board of Elders finds by consensus that there is sufficient cause for removal but does not have a two-thirds (2/3) majority, they shall convene a Congregational Meeting for the Voting Members to vote on the removal. A minimum of two-thirds (2/3) of the Voting Members present must vote in favor of the removal.

ARTICLE VIII - ORDINATION

Section 1 - General

Ordination at IBC formally affirms God's call upon a scripturally-qualified man to serve in the ministry of the gospel of Jesus Christ.

Section 2 - Transfer or Transition

If a candidate for the office of Deacon, Elder or Pastor at IBC has already received ordination from another church, or if a Deacon will transition to the office of **Elder/Pastor**, the Board of Elders will decide whether to affirm the candidate's previous ordination or to proceed with an IBC ordination process. In either case, the decision of the Board of Elders must be unanimous. If the Board of Elders decides to affirm a previous ordination, it will present the candidate to a Congregational Meeting for approval by consensus.

Section 3 - By Request

If a Voting Member requests ordination to facilitate serving in a ministry outside of IBC, the Voting Member must meet the biblical qualifications of an Elder. The Board of Elders will prayerfully consider whether to proceed with an IBC ordination process. The decision of the Board of Elders to proceed with an IBC ordination process must be unanimous.

Section 4 - Process

The IBC ordination process is as follows:-

- (1) The Board of Elders will serve as the Ordination Council, scheduling meetings as necessary to interview the candidate, examine the candidate's qualifications and discuss his calling.
- (2) If the Board of Elders unanimously recommends the candidate for ordination, it will present the candidate to a Congregational Meeting for approval by consensus of the Voting Members.
- (3) Upon receiving the Voting Members' consensus approval, the Board of Elders will schedule an ordination service for the candidate, during which there may be more than one (1) ordination according to the needs of IBC. The ordination service may also optionally include affirmations of previous ordinations.

ARTICLE IX - GOVERNANCE AND OFFICERS

The supreme authority of IBC is vested in a Congregational Meeting of Voting Members.

While affirming the privileges and spiritual duties of fellowship and ministry with all believers, IBC is an independent church 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 Voting Members acting in accord with the procedures and through the leadership as set forth in this Constitution.

In accordance with generally accepted Baptist Church polity, the Congregational Meeting of Voting Members shall have high authority in the life of IBC. The Voting Members shall retain the authority to affirm, by vote, God's call of the Senior Pastor, the election of Elders, Deacons, and committee members, and shall approve the fiscal budget of IBC. The Voting 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 - General

- 1.1 The officers of IBC shall be the Chairman and Vice-Chairman of the Board of Elders, the Treasurer, the Secretary and the Church Clerk. Foreign Diplomats shall not serve as officers of IBC.
- 1.2 The Board of Elders shall elect a Chairman, Vice--Chairman, and Secretary of the Board of Elders who shall serve with the Senior Pastor as officers of IBC.
- 1.3 The duties of the Chairman, Vice-Chairman and Secretary are as follows:-
 - (i) The Chairman shall chair all meetings of the Board of Elders. He shall also represent IBC in its dealings with outside persons and other organisations.
 - (ii) The Vice-Chairman shall assist the Chairman and deputise for him in his absence.
 - (iii) The Secretary shall keep all records, except financial, of IBC and shall be responsible for their correctness. He will prepare and keep minutes of all meetings of the Board of Elders.

2.1 Meetings of the Elders

A meeting of the Board of Elders shall be held at least once every three (3) months after giving seven (7) days' notice to the Elders. The Chairman may call a meeting of the Board of Elders at any time by giving three (3) days' written or verbal notice. At least half (1/2) of the Elders must be present for its

proceedings to be valid.

2.2 Meeting of Board of Elders by electronic means

The Board of Elders may meet together either in persons or by telephone conference, video conference, skype, televisions, electronic means or other similar communication equipment or any other form of audio or audio-visual instantaneous communications by which all members of the Board of Elders and/or persons participating in the meeting are able to hear and be heard by all other participants for the dispatch of business and adjourn and otherwise regulate their meetings as they think fit. The quorum of such teleconferencing meetings shall be the same as the quorum required of a meeting of the Board of Elders provided under this Constitution. Unless he has previously obtained the consent of the Moderator of the meeting, an Elder may not leave the teleconferencing meeting by disconnecting his telephone or other electronic communication equipment and shall be conclusively presumed to have been present and to have formed part of the quorum throughout the meeting. The meeting shall be deemed to have been validly conducted notwithstanding that an Elder's telephone or other electronic communication equipment is accidentally disconnected during the meeting and the proceedings thereof shall be deemed to be valid as if the telephone or other electronic communication equipment had not been disconnected. A resolution passed pursuant to such a conference shall, notwithstanding that the Elders are not present together at one place at the time of the conference, be deemed to have been passed at a meeting of the Board of Elders held on the day and the time at which the conference was held and shall be deemed to have been held at the office of IBC, unless otherwise agreed, and all members of the Board of Elders participating at that meeting shall be deemed for all purposes of this Constitution to be present at that meeting.

2.3 Removal from Committee or Ministry

The Board of Elders may by consensus remove any person from any ministry or committee positions. 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 2 - Treasurer

- 2.1 The Voting Members shall elect a Voting Member at the Annual Congregational Meeting to serve as Treasurer for a term of two (2) years commencing in January. To be elected as Treasurer, the candidate must attain a majority of the votes of the Voting Members present. The Treasurer may be re-elected to serve a further term of two (2) years only.
- 2.2 The Treasurer shall be the custodian of the funds of IBC and shall collect and disburse all monies on behalf of IBC under the direction of the Board of Elders. He/She shall keep an account of all monetary transactions and shall be responsible for their correctness. He/She shall submit monthly reports regarding IBC's finances to the Board of Elders or a committee designated by the Board of Elders. He/She will not keep more than One Thousand Dollars (S\$1,000.00) in the form of cash and money in excess of this will be deposited in a bank to be decided by the Board of Elders.
- 2.3 All cheques for withdrawal(s) from the bank(s) shall be signed by the Treasurer and countersigned by the Chairman, or the Vice-Chairman or the Secretary or by such other persons as may be designated by the Board of Elders.
- 2.4 The Treasurer shall, upon relinquishing his/her 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, financial records and accounts.
- 2.5 The Treasurer may be removed from office by the Voting Members at a Congregational

Meeting at which two-thirds (2/3) of the Voting Members present must vote in favour of the removal by consensus.

Section 3 - Church Clerk

- 3.1 The Voting Members shall elect a Voting Member at the Annual Congregational Meeting to serve as the Church Clerk for a term of two (2) years commencing in January. To be elected as the Church Clerk, the candidate must attain a majority of votes of the Voting Members present. The Church Clerk may be re-elected to serve a further term of two (2) years only.
- 3.2 The Church Clerk holds an administrative position. The Church Clerk shall keep records of all decisions of IBC made at Congregational Meetings; keep and update regularly, a Register of Members containing the names of the members, their dates of admission and termination of membership and a record of baptisms. The Church Clerk shall also notify all members of committees and office bearers of their election or appointment. The Church Clerk shall keep records of all written communications and reports related to all Congregational Meetings and give notice of all Congregational Meetings when necessary.
- 3.3 The Church Clerk may be removed from office by the Voting Members at a Congregational Meeting at which two-thirds (2/3) of the Voting Members present must vote in favour of the removal.

Section 4 - Vacancy in office

The Board of Elders shall have powers, at any time and from time to time, to co-opt any suitably qualified Voting Member of IBC to fill any vacancy arising from the resignation or cessation of any officer of IBC until the next Annual Congregational Meeting. Any change in the officers shall be notified to the Registrar of Societies and the Commissioner of Charities within two (2) weeks of the change.

ARTICLE X - CONGREGATIONAL MEETINGS

Section 1 - "Congregational Meeting" refers to the Annual Congregational Meeting or Extraordinary Congregational Meeting.

Section 2 - Annual Congregational Meeting

- 2.1 An Annual Congregational Meeting shall be held within six (6) months from the close of IBC's financial year.
- 2.2 At least two (2) weeks' written notice by electronic mail or post shall be given of an Annual Congregational Meeting to all Voting Members and the particulars of its agenda must be provided at least seven (7) days prior to the Meeting.
- 2.3 The following matters will be considered at the Annual Congregational Meeting:-
 - (a) the previous financial year's accounts and annual report;
 - (b) where applicable, the election of officers, Treasurer and Church Clerk;
 - (c) where applicable, the appointment or re-appointment of a firm of Public Accountants and Chartered Accountants as Auditors for the following term; and
 - (d) where applicable, the election of trustees.
- 2.4 Any Voting Member who wishes to place an item on the agenda of an Annual Congregational Meeting may do so provided he gives notice to the Church Clerk one (1) week before the meeting is due to be held.

- 2.5 At least twenty-five (25) percent of the total Voting Membership or not less than thirty (30) Voting Members of IBC must be present at an Annual Congregational Meeting to form a quorum.
- 2.6 In the event of there being no quorum at the commencement of an Annual Congregational Meeting, the meeting shall be adjourned for half (1/2) an hour and should the number then present be insufficient to form a quorum, those present shall be considered a quorum, but they shall have no power to amend any part of the existing Constitution.
- 2.7 All resolutions or decisions of an Annual Congregational Meeting shall be decided by a majority of votes of the Voting Members of IBC present at such meeting when put to vote.

Section 3 - Extraordinary Congregational Meetings

- 3.1 At other times, an Extraordinary Congregational Meeting must be called by the Chairman on the request in writing of not less than twenty-five (25) percent of the total Voting Membership or fifty (50) Voting Members, whichever is the lesser, and may be called at any time by order of the Board of Elders. The notice in writing shall be given to the Church Clerk setting forth the business that is to be transacted. The Extraordinary Congregational Meeting shall be convened within two (2) months from the date of receipt of the request to convene the Extraordinary Congregational Meeting.
- 3.2 If the Board of Elders does not, within two (2) months after the date of the receipt of the written request proceed to convene an Extraordinary Congregational Meeting, the Voting Members who requested for the Extraordinary Congregational Meeting shall convene the Extraordinary Congregational Meeting by giving ten (10) days' written notice by electronic mail or post to the Voting Members setting forth the business to be transacted and the agenda.
- 3.3 In the event of there being no quorum at the commencement of an Extraordinary Congregational Meeting, the meeting, if convened upon the requisition of Voting Members shall be dissolved. In any other case, it shall stand adjourned to the same day in the next week, at the same time and place, or to such other day and at such other time and place as the Board of Elders may determine, and if at the adjourned meeting a quorum is not present within thirty (30) minutes from the time appointed for the meeting, the Voting Members present shall be the quorum but they shall have no powers to amend this Constitution.
- 3.4 At least twenty-five (25) percent of the total Voting Membership or not less than thirty (30) Voting Members of IBC must be present at an Extraordinary Congregational Meeting to form a quorum.
- 3.5 All resolutions or decisions of an Extraordinary Congregational Meeting shall be decided by a majority votes of the Voting Members of IBC present at such meeting when put to vote.

Section 4 - Congregational Meetings by electronic means

All Voting Members of IBC may meet together either in persons or by telephone conference, video conference, skype, televisions or other similar communication equipment or any other form of audio or audio-visual instantaneous communications by which all Voting Members and/or persons participating in the Congregational Meeting are able to hear and be heard by all other Voting Members and/or persons. The quorum of such teleconferencing meetings shall be the same as the quorum required of a Congregational Meeting provided under the Constitution. Unless he has previously obtained the consent of the Moderator of the meeting, a Voting Member may not leave the

teleconferencing meeting by disconnecting his telephone or other communication equipment and shall be conclusively presumed to have been present and to have formed part of the quorum throughout the Congregational Meeting. The Congregational Meeting shall be deemed to have been validly concluded notwithstanding that a Voting Member's telephone or other communication equipment is accidentally disconnected during the meeting and the proceedings thereof shall be deemed to be valid as if the telephone or other communication equipment had not been disconnected. A resolution passed pursuant to such a conference shall, notwithstanding that the Voting Members are not present together at one place at the time of the conference, be deemed to have been passed at a Congregational Meeting held on the day and the time at the premises of IBC, at which the conference was held and shall be deemed to have been held at the premises of IBC, unless otherwise agreed, and all Voting Members participating at that Congregational Meeting shall be deemed for all purposes of this Constitution to be present at that meeting.

Section 5- Moderator

The Senior Pastor shall preside as Moderator at all Congregational Meetings but if he is absent, the Chairman of the Board of Elders shall preside as moderator. In the event the Chairman is absent, the Vice-Chairman of the Board of Elders shall preside as moderator but if the Vice-Chairman is absent, the Secretary of the Board of Elders shall preside as moderator. In the absence of all four (4), the Voting Members present at the meeting shall elect a Voting Member as moderator.

Section 6 - Voting

Only Voting Members whose names appear on the Register of Members are entitled to vote at Congregational Meetings. Voting may be by show of hands or by secret ballot. The Board of Elders shall determine the mode(s) of voting for the Congregational Meeting.

Section 7 - Committee Appointments

The Board of Elders shall determine the committees required for IBC, shall nominate the candidates for committee chairs and members of the committees and shall present the slates to the Voting Members for election at the Annual Congregational Meeting at a date determined by the Board of Elders. Nominations for committee positions may be submitted to the Board of Elders by any Voting Member at any time prior to the selection by the Board of Elders. The Voting Members shall by consensus vote to affirm or reject the slate for each committee selected by the Board of Elders. If a slate is rejected by the Voting Members, the Board of Elders shall present a new slate to the Voting Members at an Extraordinary Congregational Meeting within one (1) month of the Annual Congregational Meeting and shall repeat this process until the slate is approved by consensus vote of the Voting 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 IBC's office. The terms of appointment and terms of reference of the committees shall be determined by the Board of Elders.

Section 8 - Point of Order

A Voting Member may raise a point of order concerning the proper procedure during the Congregational Meeting for determination and the decision reached at that Congregational Meeting by the Moderator shall be binding. IBC adopts the customary parliamentary procedure.

ARTICLE XI - TRUSTEES

Section 1 - Trustees to sign Declaration of Trust

If at any time IBC acquires any immovable property, such property shall be vested in the trustees

subject to a declaration of trust.

Section 2 - Number and election of Trustees

The trustees of IBC shall:-

- (a) not be more than four (4) and not less than two (2) in number;
- (b) be elected by a majority votes of the Voting Members present at an Annual Congregational Meeting of IBC;
- (c) not effect any sale or mortgage of property without the prior consent and authority of the Congregational Meeting of Voting Members.

Section 3 - Cessation as Trustees

The office of the trustee shall be vacated if the trustee:-

- (a) dies or is of unsound mind;
- (b) is absent from the Republic of Singapore for a period of more than one (1) year;
- (c) resigns from office by giving one (1) month's written notice to that effect; and
- (d) is guilty of misconduct of such a kind as to render it undesirable that he/she continues as a trustee.

Section 4 - Removal of Trustee

Notice of any proposal to remove a trustee from his/her trusteeship or to appoint a new trustee to fill a vacancy must be given by providing to the Voting Members a written notice containing such proposal, at least two (2) weeks before the Congregational Meeting at which the proposal is to be discussed. The result of such Meeting shall then be notified to the Registrar of Societies.

Section 5 - Notification

IBC shall notify the Registrar of Societies and the Commissioner of Charities, the address of its immovable properties, the names of trustees and any subsequent changes made thereto.

ARTICLE XII - FINANCES

Section 1 - The Financial Year

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

Section 2 - The Budget

The Board of Elders shall present the budget for the following year, before the end of November of each year, for approval by the Voting Members at a Congregational Meeting. 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 - Audits

The books of accounts of IBC shall be audited by a firm of Public Accountants and Chartered Accountants annually. The Treasurer shall submit a summary report regarding the finances of IBC to the Voting Members at the end of each financial year. This report shall have been reviewed and endorsed by the Finance Committee.

ARTICLE XIII - AMENDMENTS

Where necessary, the Board of Elders shall appoint a Constitution Review Committee to review the Constitution of IBC. IBC shall not amend its Constitution without the prior approval in writing of the Registrar of Societies and the Commissioner of Charities. No alteration or addition/deletion to this Constitution shall be made except at a Congregational Meeting and with the consent of two-thirds (2/3) of the Voting Members present at the Congregational Meeting.

ARTICLE XIV - INTERPRETATION

In the event of any question or matter pertaining to day-to-day administration which is not expressly provided for in this Constitution, the Board of Elders shall have powers to use its own discretion. The decision of the Board of Elders shall be communicated to the Voting Members and such decision shall be final unless it is reversed at a Congregational Meeting of Voting Members.

ARTICLE XV - DISSOLUTION

Section 1 - IBC shall not be dissolved, except with the consent of not less than three-fourths (3/4) of the total Voting Membership of IBC for the time being resident in Singapore expressed, either in person or by proxy, at a Congregational Meeting convened for the purpose.

Section 2 - In the event of IBC being dissolved as provided above, all debts and liabilities legally incurred on behalf of IBC shall be fully discharged, and the remaining funds shall be donated to an approved charity or charities with similar objectives in Singapore, which is or are registered under the Charities Act., as determined by the Voting Members at an Extraordinary Congregational Meeting.

Section 3 - A Certificate of Dissolution shall be given within seven (7) days of the dissolution to the Registrar of Societies and the Commissioner of Charities.

ARTICLE XVI - DISPUTE RESOLUTION

In the event of any dispute arising amongst the members, they shall attempt to resolve the matter according to biblical principles but if they fail to resolve the dispute, they shall seek the assistance of the Board of Elders and/or the Senior Pastor. In the event such an attempt fails, they shall refer the matter to a Congregational Meeting of Voting Members failing which they may refer the dispute to mediators to be agreed between the parties.

ARTICLE XVII -VISITORS AND GUESTS

Visitors and guests may be admitted into the premises of IBC but they shall not be admitted into the privileges of IBC. All visitors and guests shall abide by IBC's rules and regulations.

ARTICLE XVIII - PROHIBITIONS

Section 1 - Gambling of any kind, excluding the promotion or conduct of a private lottery which has been permitted under the Private Lotteries Act, Cap. 250., is forbidden on IBC's premises. The introduction of materials for gambling or drug taking into the premises is prohibited.

Section 2 - The funds of IBC shall not be used to pay the fines of members who have been convicted in court of law.

Section 3 - IBC shall not engage in any trade union activity as defined in any written law relating to trade unions for the time being in force in Singapore.

Section 4 - IBC shall not indulge in any political activity or allow its funds and/or premises to be used

for political purposes.

Section 5 - IBC shall not hold any lottery, whether confined to its members or not, in the name of IBC or its office-bearers, Board of Elders, Deacons or members unless with the prior approval of the relevant authorities.

Section 6 - IBC shall not raise funds from the public for whatever purposes without the prior approval in writing of the Assistant Director Operations, Licensing Division, Singapore Police Force and other relevant authorities, where necessary.

ARTICLE IX - BORROWING POWERS

Subject to the approval of two-third (2/3) of the Voting Members of IBC present at a Congregational Meeting, the Board of Elders shall have powers to borrow or raise funds on behalf of IBC for the purposes of IBC and to mortgage or charge its undertakings and property, or any part thereof, whether outright or as security for any debt, liability or obligation of IBC.