

Chinese Christian Mission Church

Constitution

(English Version)

First version: 1995
First revision: 2005
Second revision: 2012
Third revision: 2014-2016

Chinese Christian Mission Church
www.ccmnc.org

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Preamble

1. This constitution of Chinese Christian Mission Church (CCMC) is established to be the basis for our statement of faith and all church functions. CCMC as a church governs the church body and implements all church functions based on this constitution, as formed in accordance to the teachings of the Bible, which therefore exemplifies that the Bible is the highest authority over all of our beliefs and living.
2. CCMC exalts Jesus Christ as Lord, the head of the body of the church. In all aspects of governing the church, CCMC seeks to obey Jesus Christ.
3. CCMC is a non-denominational Christian church. The appointment of all personnel is completed according to the Constitution as formed in accordance to the teachings of the Bible, under the Spirit-led prayerful pursuit of God's guidance.

Chinese Christian Mission Church (CCMC) was established under North Carolina law on April 2nd of 1995. The CCMC Constitution was drafted in 1995 and revised in 2005. The effective date after the first revision was January 1, 2006. The second revision took place in 2012 and became effective on October 14th, 2012. The third revision took place in 2014 to 2016 and became effective on June 1st, 2017. All scriptures quoted in the Constitution and Bylaws are based on the NIV 1984 version.

Chapter 1 Name

Chinese Christian Mission Church (herein referred to as “this church”)

Chapter 2 Mission and Vision

Mission: This church obeys the Bible, worships the only true God, perseveres to submit to the Lord Jesus Christ and has the mission of spreading the gospel. In addition, this church proclaims the truth, observes sacraments, equips the saints, and builds up the body of Christ.

Vision: God’s calling to this church is to spread the gospel message of Christ within and without the Chinese communities, starting in Durham and Chapel Hill, North Carolina, then expanding to the North Carolina Triangle area and eventually to the ends of the earth.

Chapter 3 Statement of Faith

1. This church believes the entire Bible is inspired by God, inerrant in the original writings and is the supreme and final authority in faith and life for all Christians. (2 Timothy 3:16-17; 2 Peter 1:21; Psalm 119:89; John 12:47-48; Revelation 22:18-19)

2. This church believes that the Lord God - whose name is Jehovah - is the almighty and only true God, the creator of the universe, exists and is coequal in three persons: Father, Son and Holy Spirit, and in attributes and glory, and is coeternal. (Genesis 1:1; 26-27; Isaiah 44:6; Matthew 28:19; 2 Corinthians 13:14; Deuteronomy 6:4)

3. This church believes that Jesus Christ is the only begotten Son of God by the Holy Spirit, born of the Virgin Mary. He is the true God and true man. (John 1:1-3; 14; Matthew 1:18-23; Luke 1:30-35; John 10:30; Romans 1:3-4; Revelation 5:6)

4. This church believes that the Holy Spirit is one of the three persons of the triune God. The Holy Spirit moves sinners to repent, resides within believers, guides them into truth, and is the power source of the life and service of all believers. (John 14:16;26; John 16:7-14; Acts 1:8; 1 Corinthians 12:4-11; 1 John 2:27; Romans 8:9-16; 26-27)

5. This church believes that man was created in the image of God. The ancestor Adam sinned, thus fell, and sin came into the world. All men thus are sinful and thereby incurred the penalty of death, defined not only of the physical death but the separation of the soul from God. No man can save himself from the circumstance of spiritual death. (Genesis 1:27; Acts 4:12; Romans 1:18; 3:23; 5:12; 18-19; John 3:3; 5; 7; 1 Corinthians 12:3; Colossians 2:13)

6. This church believes that Jesus Christ never sinned, but suffered at the hands of Pilate for our sake, was crucified and died on the cross. He was buried, resurrected on the third day, ascended to heaven, and now lives at the right hand of the Most High. The Lord Jesus Christ is the High Priest and Advocate of all believers before the Father God, and will come again to establish God’s kingdom and judge all sinners. (Matthew 1:18; 22; 23; Luke 23:4; 23-24; John 1:14; 1 Corinthians 15:1-4; 1 John 2:1; Hebrews 7:22-25; Romans 8:34)

7. This church believes that salvation is all based on God's grace. Man cannot save himself according to his deeds. Salvation is based on faith to receive forgiveness of sins and to become righteous in God's eyes. Jesus Christ is the only atonement for sins for all human beings as recorded in the Bible. All will be judged by God. Those who repent and believe in Jesus will be judged as righteous because of Jesus' blood/ redemption; they will be adopted as God's children and be blessed with eternal life, which is to know God. Unbelievers will be judged as deserving of eternal death because of their unbelief toward Jesus. (John 1:12;14:6; 17:3; Romans 5:8; 3:24; Ephesians 2:8-9; Romans 6:23; Titus 3:5; Romans 10:9-10; 1 Peter 1:18-19)

8. This church believes that Christ is the head of the church and church is the body of Christ, which is formed by all believers, all of whom are saved by believing in Jesus, cleansed by the Holy Spirit, baptized into the body of Christ. (Ephesians 1:23; 5:23; Colossians 1:18; Romans 12:5; 1 Corinthians 12:12-13)

9. This church believes that baptism and Holy Communion were established by the Lord Jesus and should be observed until He comes again. (Matthew 3:13-17; 28:19; 1 Corinthians 11:23-26)

10. This church believes that the Lord Jesus Christ will return again in glory and power and will judge all with justice. Believers will be resurrected, have glorious bodies, enter into the eternal Kingdom of God, and live eternally with God. Unbelievers will be judged by their unbelief and separated from God eternally. (Acts 1:11; 17:31; 1 Thessalonians 3:13; 4:14-17; 1 John 3:2-3; Titus 2:11-13; 1 Corinthians 15:42-44; Matthew 25:31-46; John 5:29; Revelation 20:11-15; 21:1-4)

Position Statement – Marriage, Sexuality and Gender

We believe that in the beginning, before sin entered the world, God created humankind to be either man or woman. This binary form of gender identities is made known by the respective anatomies at birth and is unchanged by personal preferences and feelings. We believe that God created man first, then woman from man (Genesis 2:20-22), and intended woman to be the spouse of man. God brought the first woman to the first man and established for all mankind the marital system of the unification of one man and one woman into one body (Genesis 2:23-24). Thus, we interpret "marriage" as the lawful contract between one man and one woman and as a unique relationship. Therefore, this church only recognizes government-recognized marriage contracts that are also consistent with the definition of marriage defined in this Constitution. We also believe that sexual behavior is appropriate only in the marriage relationship of a man and a woman. All other sexual behaviors outside of this relationship are against the teachings of the Bible and are collectively defined as sin (Genesis 2:18; 22-24). We define a person's gender by the anatomy of the person at birth and not by the psychological makeup of the person, regardless of when the psychological dissonance occurs.

Chapter 4 Membership

The church members are followers of Jesus Christ who have been baptized in the name of the Father, Son and Holy Spirit, who agree with the church's mission and vision, who are willing to seek whole-heartedly the will of God and willing to obey God's commands.

Chapter 5 Structure of Government

1. Member Assembly

The member assembly is the highest authorizing mechanism for all church operations, consists of all members and approves major decisions, personnel appointments and financial plans.

2. Pastoral Staff

The pastoral staff are paid church clergies, charged to lead the church, preach God's Word, equip the saints and care for the body of Christ.

3. Elders

The elders are elected spiritual leaders, charged to provide spiritual guidance and advice, help with clarifying church visions and work with the deacon board and pastoral staff to implement and fulfill the church visions. (Acts 20:28; 1 Peter 5:1-3; Titus 1:5-9).

4. Deacon Board

The deacon board is comprised of all the deacons and is responsible for the decisions and operations of all church ministerial tasks under the guidance of the Shepherding Team. If elders are absent, the deacon board will function on behalf of elders.

5. Executive Team (ET)

According to North Carolina law, this church is mandated to establish an Executive Team (ET) consisting of the deacon board chair, the secretary deacon and the treasurer deacon. The ET is responsible for implementing church property transactions, personnel and all legal matters under the guidance of the Shepherding Team.

6. Shepherding Team (ST)

The Shepherding Team (ST) is comprised of one to two full time pastoral staff, two to three active elders and the chair of the deacon board. The ST is responsible for maintaining spiritual leadership of the church and providing guidance in operations to the deacon board. The ST holds the final authority in interpreting the Constitution and Bylaws.

Chapter 6 Finance

The operation of this church is supported from willing contributions and offerings to God. Believers should seek God's will in determining the offering amount. This church relies on God's provision and cannot solicit monetary support from unbelievers (2 Corinthians 9:7-8; Proverbs 15:8; Philippians 4:19; Malachi 3:7-12). This church has the authority to purchase, own and sell church properties. If this church is to split, the name of the church and all properties belong to those who abide with the church constitution. If this church is to be disintegrated or the operation is to be discontinued, all properties will be processed according to the content explained in the "Dissolution" chapter.

Chapter 7 Dissolution

1. Dissolving this church needs to be approved by at least 70% of the attending members in the specially convened member assembly.
2. This church is a legal tax-exempt organization. If the church is to be dissolved, all church properties and balance after all debts are paid should be distributed to one or more CCMC-sponsored Christian organizations as directed by the ET. According to North Carolina law, the ET is the only lawful unit authorized to process this task. The court will manage all properties not processed by the ET.

Chapter 8 Amendment of the Constitution

Amendment of this church Constitution needs to be discussed and approved unanimously by the ST and the deacon board then approved by at least 70% of the attending members in the member assembly. A written notice containing the content and rationale for amending the Constitution should be given to the members two months before the assembly date and should follow the steps listed in the bylaws. An amendment of the Constitution becomes effective three months after the approval date.

Chapter 9 Interpretation of the Constitution

If any question or dispute arises when following this constitution, the church ST should provide interpretation according to the spirit set forth in the Constitution. If there are any errors or unclear points about the Constitution, the English version should be the ultimate point of reference.

Chinese Christian Mission Church

Bylaws

(English Version)

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Preamble

1. These bylaws are the basis for the operations of all ministerial works in CCMC.
2. This church was established solely for the purpose of religious belief, education and charity. The establishment of this church abides by US tax law section 501(c)(3) or articles of any future tax laws. To this purpose, this church can distribute parts of the church income to other tax law-abiding tax-exempt organizations.
3. This church should not, for the reason of personal profit, distribute any portion of the church fund to members, deacons, staff or other individuals. However, authorized compensation for service is permissible upon approval. This church shall not be involved in political activities, promotional functions for political election purposes, and public endorsement or opposition of any candidates. This church shall not be involved in any deeds or activities that violate the US laws.

Chapter 1 Church Members

Article 1: Member Qualification

All church members should meet the following criteria:

1. Admit and believe that Jesus Christ is Lord and demonstrates a new life in daily living.
2. Have been baptized in the name of the Father, Son and Holy Spirit.
3. Have attended church worship services and fellowships for at least three months.
4. Agree with the Statement of Faith and the Constitution.

All Christians who meet the above criteria are qualified to apply for church membership.

Article 2: Member Category

There are two categories of membership: active member and associate member. Active members (herein referred to as members), must be at least 18 years old, meet the membership criteria and have voting right in the member assembly. Associate members are those under 18 years old but otherwise meet the membership criteria. Associate members do not have voting right in the member assembly.

Article 3: Rights and Responsibilities of Members

1. Attend member assembly, participate in voting and join other brothers and sisters in Christ in seeking God's will for the church.
2. Be elected as deacon, elder or other leadership position.
3. Provide input regarding church's direction and daily operation.
4. Maintain a devotional habit and seek God's will and grace for themselves and the church.
5. Regularly attend services, pray and make offerings. In God's grace, serve with other brothers and sisters in church's ministerial tasks and take up the responsibility of supporting and expanding the church.
6. Care and love other brothers and sisters in Christ.
7. Make efforts to spread the gospel about the Kingdom and lead people to the Lord.

Article 4: Membership Application

To apply for membership, applicants should complete an application form and submit a written copy of personal testimony of their salvation. The applicants should be interviewed by at least one deacon or elder. The deacon board will then review and determine the

outcome of the applications. New members should arrange to attend a membership class.

Article 5: Transferred and Inactive Member

Any member can notify the deacon board to discontinue his/ her membership. Membership automatically discontinues the day of move for those who move out of town. Members will become inactive members if they do not attend church services or meet the membership criteria in six consecutive months without an explanation. Inactive members cannot vote in the member assembly. Inactive members can restore active membership when membership criteria are met and their respective re-applications of becoming members are approved by the deacon board.

Article 6: Transition of Associate to Active Members

Associate members who reach 18 years old can notify the deacon board to be reviewed and approved to become active members.

Article 7: Termination of Membership

When members demonstrate drastically inappropriate or erroneous beliefs and deeds, it is the responsibility of the church to counsel and correct them in accordance to the teachings in Matthew 18:15-18. If the individual refuses the counsel of the church, the deacon board may terminate his/ her membership upon receiving 70% votes of the deacons. The deacon board shall notify the terminated individual in writing.

Chapter 2 Sacraments

This church believes and follows two sacraments.

1. Baptism

Baptism represents symbolically the death and new birth of the believer in Christ, per the burial and resurrection with Christ. When one repents for his/ her sins, believes in Jesus Christ, he/ she should be baptized. Baptism immerses the believer in water completely and the resurfacing above water represents the new birth. Depending on the circumstances, this church may conduct a sprinkling ceremony to substitute full immersion when necessary. (Romans 6:3-11; Matthew 28:19; Mark 16:16; Acts 20:38-41).

2. Communion

Communion is for all believers to remember the death of Jesus Christ on the cross by partaking in the bread and drinking the cup until He comes again. (1 Corinthians 11:23-29). All believers should observe this ceremony together.

Chapter 3 Member Assembly

Article 1: Annual Member Assembly

At least twice a year, the deacon board should call for the member assembly. During the assembly, the deacon board reports about the church ministry and operations to the

congregation. The deacon board should announce the date, agenda and any proposals at least three weeks prior to the assembly. The announcement should be made during regular gathering or services including at least one Sunday service.

Article 2: Ad-hoc Member Assembly

When necessary, the deacon board may call for an ad-hoc member assembly. An ad-hoc assembly can also be called for by at least 20% of co-signed active members and approved by the deacon board. An ad-hoc member assembly should, at the least, be announced during one Sunday service.

Article 3: Legal Quorum

1. The legal quorum of the member assembly should reach at least half of the number of active members. The number of active members is the number that was counted for right before the assembly. If the attendance does not meet the quorum, the assembly should be postponed. Postponement should be announced during Sunday service. The new assembly date should be at least two weeks after the original date and the attendance, regardless of the number, would qualify as the legal quorum. If voting is required, members may request an absentee ballot.
2. The deacon board can only be in session with the presence of at least 70% of the attending deacons. Deacon board should notify active elders prior to deacon board meetings. Active elders may decide among themselves whether to attend the deacon board meetings or not.

Article 4: Voting

General proposals must be approved by at least half of the members present in the assembly. Major personnel and operation decisions (such as recruitment of the senior pastor, amendment of the Constitution and Bylaws, church building, church planting, etc), must be approved by at least 70% of the attending members in the assembly.

Article 5: Items to be Approved by Member Assembly

1. Amendment of the Constitution and Bylaws.
2. Annual budget and major financial items.
3. Confirmation of elders and deacons.
4. Confirmation of pastoral staff.
5. Approval of purchases or liquidation of major items (worth more than US\$50,000)
6. Approval of the dissolution of church.

Chapter 4 Personnel

All leadership positions within this church, such as elders, deacons, leaders of small groups or fellowships must be members of this church.

Article 1: Pastoral Staff

Pastoral staff includes church affirmed senior pastor, pastors and ministers. Pastoral staff should make efforts to lead the church in spiritual ministries, proclaim God's word, lead Sunday service and spiritual gatherings, conduct visitations, especially to those in sickness and needs, teach the Bible, and report on the spiritual ministries and circumstances during member assembly. Every pastoral staff shall fulfill his role according to his duties. If the senior pastor is not available to attend the member assembly, a representative from the pastoral staff should be appointed to attend instead.

1. Rights and Responsibilities of the Pastoral Staff

- The senior pastor is a servant of God, leader of the church and an elder by default (Ephesians 4:11-16; 2 Timothy 4:2).
- Receive compensation from church.
- Enforce disciplinary actions according to the Bible within respective church ministry.
- Pastoral staff should abide by the church Constitution and submit to the leading of the senior pastor in implementing holy works, including Sunday preaching, shepherding, teaching God's word, equipping the saints, and officiating sacraments, etc. The pastoral staff should persevere in keeping the faith and building up the body of Christ.
- The senior pastor should coordinate with the elders in setting the developmental direction and plan for the church, and in guiding the deacon board to assess and promote various plans.
- The senior pastor should attend the deacon board meetings on behalf of the pastoral staff, and the senior pastor has the right to vote. Depending on the situations, the deacon board may also invite other pastoral staff to attend the deacon board meetings.

2. Pastoral Search

The deacon board may establish a pastoral search committee when the church needs to search for pastoral staff. The committee will seek candidates from among those that demonstrate total devotion, meet the biblical criteria for an elder and those that can lead the church toward its pre-determined goals. The pastoral search committee is comprised of five members, two elders elected among the elders themselves, one deacon selected from the deacon board and another two nominated by the deacon board from among the congregation. The formation of the committee should be affirmed by at least 70% of the attending members in a member assembly. If there are not enough elders to meet the two positions in the committee, deacon board may elect and substitute with deacon(s).

A pastoral staff candidate should be approved by the pastor search committee first, before being submitted to the deacon board for approval by at least 70% of attending deacons. If the position needs confirmation by the member assembly, the confirmation of the position needs to be received by at least 70% of the attending members. Prior to the member assembly, the entire church should set aside specific times to pray for the search.

The contract between the pastoral staff and this church should be made by the deacon board after seeking input from ST. The initial term of the contract should be determined by the deacon board and should be no more than three years unless approved by at least 70% of the deacons. Semi-annual review for the first year and subsequent annual review of the pastoral staff's ministry work should be conducted by the ST. Renewal should be made for at least two years. Renewal should be approved by at least 70% of the deacons and by at least 70% of the attending members in the member assembly.

Resignation and termination of pastoral staff: the church and the pastoral staff both have the right to terminate the contract. If the pastoral staff desires to terminate the contract, he/ she should notify the deacon board in writing at least two months prior to departure. Termination by the church needs to be approved by at least 70% of the deacons, submitted to the member assembly and then approved by at least half of the attending members to be considered effective three months thereafter. If this church or the pastoral staff does not wish to renew the contract, notice should be made at least three months prior to the expiration of the contract.

Pastoral staff should not attend any meeting where his/ her contract with the church is being discussed.

Article 2: Elders

1. Rights and Responsibilities of Elders

- Help church clarify visions.
- Be recognized as spiritual leaders of the church.
- Guide church growth spiritually with emphasis on spiritual works, prayers and preaching. (1 Timothy 3:1-7; 4:14; 5:17; 1 Peter 5:1-4; Acts 20:28; Luke 6:1; 2 Corinthians 2:5-11; Matthew 18:12-17).
- Guide the church in all spiritual ministries; help this church fulfill its vision and missions.
- Assist the senior pastor in setting the developmental direction and plan for this church
- Participate and assist this church in enforcing disciplines in order to keep the holiness, peace and unity of the church.

2. Elders Qualification

Elders must be members who honor God, are spiritually mature, honest, know the biblical truth, have spiritual discernment, meet the biblical criteria for elders and have attended this church regularly for more than six months.

Titus 1:6-9:⁶ An elder must be blameless, faithful to his wife, a man whose children believe and are not open to the charge of being wild and disobedient.⁷ Since an overseer manages God's household, he must be blameless—not overbearing, not quick-tempered, not given to drunkenness, not violent, and not pursuing dishonest gain. ⁸ Rather, he must be hospitable, one who loves what is good, who is self-controlled, upright, holy, and disciplined. ⁹ He must hold firmly to the trustworthy message as it has been taught, so that he can encourage others by sound doctrine and refute those who oppose it.

1 Timothy 3:1-7: Here is a trustworthy saying: Whoever aspires to be an overseer desires a noble task.² Now the overseer is to be above reproach, faithful to his wife, temperate, self-controlled, respectable, hospitable, able to teach,³ not given to drunkenness, not violent but gentle, not quarrelsome, and not a lover of money. ⁴ He must manage his own family well and see that his children obey him, and he must do so in a manner worthy of full respect. ⁵ (If anyone does not know how to manage his own family, how can he take care of God's church?) ⁶ He must not be a recent convert, or he may become conceited and fall under the same judgment as the devil. ⁷ He must also have a good reputation with outsiders, so that he will not fall into disgrace and into the devil's trap.

1 Peter 5:1-3: To the elders among you, I appeal as a fellow elder and a witness of Christ's sufferings who also will share in the glory to be revealed:² Be shepherds of God's flock that is under your care, watching over them—not because you must, but because you are willing, as God wants you to be; not pursuing dishonest gain, but eager to serve;³ not lording it over those entrusted to you, but being examples to the flock.

3. Election, Terms and Numbers of Elders

The first round of elder candidates should be nominated by the deacon board along with invited pastors and elders from other churches who are familiar with CCMC. Nomination will be confirmed by at least 70% votes in the member assembly after four weeks of no objection in writing from the members (Titus 1:6). If any objection in writing is received, the deacon board shall re-evaluate the nomination.

Election of subsequent elders should be nominated by existing elders. Upon approval by 70% of the deacons, the nomination will be submitted to the members for confirmation if no objection in writing is received within four weeks of announcement. The nomination will be confirmed by at least 70% of the attending members in the member assembly. If any objection in writing is received, the nomination should be re-evaluated by the deacon board.

All elders should be ordained and inducted before the congregation. Ordination of the first class of the elders should be inducted by the pastoral staff along with elders and pastors from other churches before the congregation. Ordination of subsequent elders should be conducted and authorized by existing elders before the congregation. Before the election of new elders, the whole church should set aside time to pray specifically for this matter.

Elders, who are not pastoral staff, are not limited by terms. If an elder ceases to qualify as a church member, his eldership with this church terminates automatically. During the term of no more than six consecutive years of active service, an elder should take a sabbatical leave for at least one year. An elder who is on sabbatical leave is considered to be inactive. In addition, an elder may request to become inactive at any time with the approval of the ST. If the church has two or more elders, elders should coordinate their sabbatical leaves to ensure that at least one elder is active at all time. Inactive elders are relieved from the responsibilities of the ST and thus do not participate in the decision-makings within the ST. An inactive elder can resume active role with the approval of the ST.

The number of elders is determined by the church's circumstances and needs of ministry and if the church has qualifying candidates at the time.

If an elder's behavior violates the biblical teachings, other members in the ST and the ET should investigate, adjudicate and propose to the deacon board to terminate his appointment. This proposal needs to be approved by at least 70% of the deacons and subsequently by at least 50% of the attending members in the member assembly (1 Timothy 5:19-20). When an elder is absent, the deacon board should determine, based on the constitution and the church's needs, if the position should be replaced.

Article 3: Deacons

1. Deacons must be members with characteristics specified in the Bible (1 Tim 3:8-13), and those who have joined CCMC for at least six months.

2. Election, Term and Number of Deacons

Each year, a deacon nomination committee should be formed in order to nominate new deacons. Election of members for the nomination committee should follow the procedure for the pastor search committee. Five members are to be elected, with two deacons nominated by the deacon board, one elder elected by the elders and two (not deacon or elder) from the congregation. All members should be confirmed by 70% of attending members in the member assembly. If the church does not have active elders, this position will be replaced by a member nominated from the congregation by the deacon board.

The number of deacons should be determined by the ST based on the needs of the church and the number of qualified candidates. The minimum number of deacons should be no less than five. The term for deacons is three years and it is renewable once. After two consecutive terms, retired deacons can be nominated again after resting for at least one year. In order to prevent disruption of ministerial works, the remaining deacons should exceed half of the total number of deacons each year. When the number of remaining deacons is less than half, deacon board should select and propose some candidates from among those retiring to the nomination committee to serve for one additional year. The candidates proposed by the deacon nomination committee should be confirmed by the member assembly with at least 70% votes of the attending members.

3. Rights and Responsibilities

- Establish ministry direction and strategies according to the needs of CCMC.
- Except for the legal responsibilities handled by the ET, deacons should be responsible for all church property maintenance, ministry operations and management.
- Deacons should attend deacon board meetings. Each deacon should organize co-worker teams within his/ her respective department, set policies, implement various ministry works, co-work with others, assist one another and devote to future co-workers training.
- All deacons should follow the guidance of the ST and co-work closely with the deacon board chair, and plan appropriate activities according to the church's needs.
- If an operation manual for any department is available and has been approved by the deacon board, deacons should comply with the operation manual when implementing departmental works to fulfill the expected functions.

Chapter 5 Deacon Board

Article 1: Composition

The deacon board is comprised of all the elected deacons, charged to implement church ministries according to the guidance of the ST.

Article 2: Chair

The deacon board is set up to have a chair who is elected from among the deacons themselves. The chair is responsible for calling and leading the deacon board meetings, arranging meeting agenda, coordinating among deacons, representing the deacon board to communicate with the elders and pastoral staff and is a member of the ET and the ST.

Article 3: Vice Chair

The deacon department can elect one to two vice chairs from among the deacons. When the chair is absent, vice chair(s) will take over the responsibilities.

Article 4: Primary Rights and Responsibilities

The deacon board's primary duty is in promoting various ministerial works. According to the needs, the deacon board should set up different departments (such as secretary, finance, worship, adult education, children's education, caring, small group, fellowship, mission, general affairs, etc.) in order to complete all the church works. Decisions from deacon board meetings should be announced to the congregation.

Article 5: Resignation and Replacement

If any deacon needs to resign for any reason or a deacon position is not filled, the deacon board should assign other deacon to fulfill the responsibilities or nominate another candidate to fill the position. The nominated candidate should be confirmed in the member assembly and serve until the term is mature. If any deacon demonstrates behavior that violates the biblical teachings or is irresponsible for his/ her role and duties, his/ her position should be terminated or he/ she should resign. The decision to terminate should be investigated by the ST and ET and proposed to the deacon board. The proposal needs to be approved by 70% of attending deacons, then be confirmed by at least half of attending members in the member assembly.

Chapter 6 Shepherding Team (ST)

The shepherding team is consisted of one to two full time pastoral staff, chair of the deacon board and two to three active elders. The active elders, serving in the ST, should be elected from among the elders themselves. The ST provides spiritual leading for the church and advises the deacon board in making decisions related to church vision, mission, church operations, evaluation of pastoral staff's ministerial work, and guiding other spiritual

ministries. The ST holds the final authority in interpreting the Constitution and Bylaws. All decisions made within the ST must be unanimous.

Chapter 7 Other Structures and General Rules

Article 1: Other Departments

In addition to the structures explained above, the deacon board should set up other departments or ad-hoc committees for special purposes such as the pastoral search committee and church building committee.

Article 2: Other Personnel

The deacon board should set up other paid or unpaid positions according to the needs of church (such as children ministry director or youth ministry director, etc.)

Other personnel are to be determined and approved by the deacon board. The deacon board will also determine their responsibilities and contracts.

Unless requested by the responsible co-worker(s) of the ministry, regular service roles including usher, choir, worship service, finance, Sunday school teaching etc, should be assumed by church members.

Article 3: General Rules

The church may ordain pastors according to the needs. Candidates must have served at CCMC for at least one year, been recommended by the elders and approved by the deacon board. Elders should invite an ordaining team of more than four pastors to evaluate the candidate's deeds and gifts, to conduct writing and oral tests, and then the ordination is to be conducted by the elders.

All church personnel and paid staff must agree with the church constitution prior to performing any work.

The church fiscal year starts in January of each year.

Article 4: Facilities and Equipment

The primary purpose of using the church facilities and equipment is for worshipping God. The usage of any church facilities and equipment should not violate the statement of faith (including the Position Statement on Marriage, Sexuality and Gender) set forth in the Constitution.

Chapter 8 Ancillary Structures

Article 1: Small Group and Fellowships

Each small group should establish a leader and each fellowship should establish a chair, both should be elected from among the members or be designated by the deacon board.

1. The structure and activities of small groups and fellowships should be consistent with the overall church ministries. Their activities and formats should be planned under the supervision of the deacon board.
2. Small group leaders and fellowship chairs should call for meetings or gatherings according to pre-determined schedules. In principle, small groups and fellowships are strongly encouraged to meet weekly or at least fortnightly.
3. Small groups and fellowships should emphasize the relational connection of members, sharing of life testimonies, interaction of brothers and sisters, caring for and building up one another in the way of Christ.

Article 2: Other Affiliated Structures

1. Bible study groups and other affiliated evangelical organizations may be established according to the needs of the church. The mission of such organizations should be consistent with the mission and vision of the church (chapter 2 of the Constitution). If these organizations have a specific constitution or bylaws, they need to be reviewed and approved by the deacon board.
2. The deacon board should send a counselor to each organization to assist with ministry works. If there is any paid staff for the affiliated organizations, they need to be church members.

Chapter 9 Amendment of Bylaws

This bylaw may be amended by an approval of at least 70% votes of the attending members in the member assembly. The content and rationale of the amendment should be announced in writing to the congregation at least one month before the voting meeting. The approved amendment becomes effective three months after the approval date.

If there is any ambiguity or unclear part of the translation, the interpretation of the Bylaws should be based on the English version.