

Evangelical Free Church of Canada

2021 Constitution

Proposal for EFCC Conference 2021



**Unity.
Charity.
Jesus Christ.**

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EVANGELICAL FREE CHURCH OF CANADA CONSTITUTION

ARTICLE 1 – NAME

- 1.1 The name of the Corporation shall be **THE EVANGELICAL FREE CHURCH OF CANADA – EGLISE EVANGELIQUE LIBRE DU CANADA** (EFCC).

ARTICLE 2 – PURPOSE OF THE EFCC

- 2.1 The EFCC shall be an association and fellowship of self-governing and interdependent congregations of like faith and polity which ascribe to the EFCC Statement of Faith and heritage.
- 2.2 The purpose of the EFCC shall be to glorify God by establishing, incorporating, and strengthening churches in Canada and internationally.

ARTICLE 3 – FOUNDATIONS OF THE EFCC

3.1 STATEMENT OF FAITH

The Evangelical Free Church of Canada is an association of autonomous churches united in a common commitment to God's evangel--the gospel of Jesus Christ, who died and rose again to give us eternal life. To God's glory, the gospel is the power of God for the salvation of everyone who believes. Our essential theological convictions are vitally connected to this gospel.

God's gospel originates in and expresses the wondrous perfections of the eternal, triune God.

- 3.1.1 We believe in one God, Creator of all things, holy, infinitely perfect, and eternally existing in a loving unity of three equally divine Persons: the Father, the Son and the Holy Spirit. Having limitless knowledge and sovereign power, God has graciously purposed from eternity to redeem a people for Himself and to make all things new for His own glory.

God's gospel is authoritatively revealed in the Scriptures.

- 3.1.2 We believe that God has spoken in the Scriptures, both Old and New Testaments, through the words of human authors. As the verbally inspired Word of God, the Bible is without error in the original writings, the complete revelation of His will for salvation, and the ultimate authority by which every realm of human knowledge and endeavour should be judged. Therefore, it is to be believed in all that it teaches, obeyed in all that it requires, and trusted in all that it promises.

God's gospel alone addresses our deepest need.

- 3.1.3 We believe that God created Adam and Eve in His image, but they sinned when tempted by Satan. In union with Adam, human beings are sinners by nature and by choice, alienated from God, and under His wrath. Only through God's saving work in Jesus Christ can we be rescued, reconciled and renewed.

God's gospel is made known supremely in the Person of Jesus Christ.

- 3.1.4 We believe that Jesus Christ is God incarnate, fully God and fully man, one Person in two natures. Jesus—Israel's promised Messiah—was conceived through the Holy Spirit and born of the virgin Mary. He lived a sinless life, was crucified under Pontius Pilate, arose bodily from the dead, ascended into heaven and sits at the right hand of God the Father as our High Priest and Advocate.

God's gospel is accomplished through the work of Christ.

- 3.1.5 We believe that Jesus Christ, as our representative and substitute, shed His blood on the cross as the perfect, all-sufficient sacrifice for our sins. His atoning death and victorious resurrection constitute the only ground for salvation.

God's gospel is applied by the power of the Holy Spirit.

- 3.1.6 We believe that the Holy Spirit, in all that He does, glorifies the Lord Jesus Christ. He convicts the world of its guilt. He regenerates sinners, and in Him they are baptized into union with Christ and adopted as heirs in the family of God. He also indwells, illuminates, guides, equips and empowers believers for Christ-like living and service.

God's gospel is now embodied in the new community called the church.

- 3.1.7 We believe that the true church comprises all who have been justified by God's grace through faith alone in Christ alone. They are united by the Holy Spirit in the body of Christ, of which He is the Head. The true church is manifest in local churches, whose membership should be composed only of believers. The Lord Jesus mandated two ordinances, baptism and the Lord's Supper, which visibly and tangibly express the gospel. Though they are not the means of salvation, when celebrated by the church in genuine faith, these ordinances confirm and nourish the believer.

God's gospel compels us to Christ-like living and witness to the world.

- 3.1.8 We believe that God's justifying grace must not be separated from His sanctifying power and purpose. God commands us to love Him supremely and others sacrificially, and to live out our faith with care for one another, compassion toward the poor and justice for the oppressed. With God's Word, the Spirit's power, and fervent prayer in Christ's name, we are to combat the spiritual forces of evil. In obedience to Christ's commission, we are to make disciples among all people, always bearing witness to the gospel in word and deed.

God's gospel will be brought to fulfillment by the Lord Himself at the end of this age.

- 3.1.9 We believe in the personal, bodily and glorious return of our Lord Jesus Christ with His holy angels when He will bring His kingdom to fulfillment and exercise His role as Judge of all. This coming of Christ, at a time known only to God, demands constant expectancy and, as our blessed hope, motivates the believer to godly living, sacrificial service and energetic mission.

God's gospel requires a response that has eternal consequences.

- 3.1.10 We believe that God commands everyone everywhere to believe the gospel by turning to Him in repentance and receiving the Lord Jesus Christ. We believe that God will raise the dead bodily and judge the world, assigning the unbeliever to condemnation and eternal conscious punishment and the believer to eternal blessedness and joy with the Lord in the new heaven and the new earth, to the praise of His glorious grace. Amen.

- 3.2 **Objectives.** The EFCC shall, through the local churches, districts, and national agencies, pursue the following objectives in accordance with the above purposes.

- 3.2.1 To keep the Gospel of Jesus Christ central to all the objectives of the EFCC through discipleship, personal witness, and the planting and building up of churches.
- 3.2.2 **Vision** – To set and guard the vision, doctrine, and ethos of the EFCC.
- 3.2.3 **Holiness** – To call believers to godly Christian living, moral and social influence in society, and commitment to the EFCC distinctives outlined in the Statement of Faith and its Biblical heritage.
- 3.2.4 **Harmony** – To facilitate fellowship, harmony, and co-operation to mutual ministries among congregations, and with this scope provide vision and co-operation for ministry.

- 3.2.5 **Equipping** – To provide means to educate and train vocational Christian workers and laypersons.
- 3.2.6 **Credentialing** – To provide, maintain, or revoke credentials of pastors, missionaries, and other Christian workers, to assist in their placement in the EFCC, and to provide accountability for them for personal life and ministry.
- 3.2.7 **Organization** – To facilitate the arrangement of churches into Districts, as may be required for the realization of the objectives herein stated.
- 3.2.8 **Property** – To purchase or receive and maintain land and property to achieve the above purposes and objectives.
- 3.2.9 **International Mission** – To cooperate through the Evangelical Free Church of Canada Mission to extend the Great Commission around the world.

ARTICLE 4 – MEMBERSHIP

- 4.1 **Membership** in the EFCC shall consist of those churches in Canada that are affiliated with the EFCC through one of its recognized Districts.
- 4.2 **Admission of Members.** Churches become members of the EFCC when they
 - 1) adopt the Statement of Faith of the EFCC without reservation;
 - 2) receive approval by a recognized District established by the EFCC; and,
 - 3) receive approval from the National Mission Committee (NMC).
- 4.3 **Discipline of member churches** shall be the responsibility of the respective District with the support of the Board of Directors and national Home Office.
- 4.4 Churches can appeal to the Board of Directors in disciplinary procedures. The Board of Directors' decision will be final and binding.
- 4.5 **Termination of Membership.** A member church can terminate its membership in the EFCC by local church decision and by written notification to the Board of Directors and the District of which the church is a member.

ARTICLE 5 – MEETING OF MEMBERS (CONFERENCE)

- 5.1 **EFCC Conference.** The Conference shall be the governing body of the EFCC. The conference shall meet annually. The place and date of the Conference shall be determined by a previous Conference or by the Directors as authorized by such Conference. Annual Conferences can be held in person, virtually, or as a combination of the two.
- 5.2 **Notification.** Member churches shall be sent written notice of the place, date, time, and agenda of the Conference at least sixty (60) days before it convenes. In the event member churches may have inadvertently failed to receive such notice, resolutions passed and business conducted at the Conference shall not be invalidated. Notice of any meeting where special business will be transacted shall contain sufficient information to permit the member church to form a reasoned judgement on the decision to be taken.
- 5.3 **Representation**
 - 5.3.1 All voting delegates at Conference must be members in good standing of an EFCC Church. All voting delegates shall present proper credentials to the Committee on Credentials at the Conference. In the event of a dispute as to the decision of said Committee, the matter shall be resolved by the Conference. Each delegate entitled to vote at the Conference shall have the right to exercise such vote until the next Conference unless that right is rescinded by the delegate's church. In such an event, the church shall be entitled to appoint a new delegate.

- 5.3.2 Each member church is entitled to representation and vote at the Conference by four (4) delegates for the first fifty (50) or fraction thereof of its members and one (1) delegate for each additional fifty (50) or fraction thereof of its members to a maximum total of eight (8) and a maximum of three (3) EFCC-credentialed ministry personnel who are currently in good standing with the Ministerial Standing Committee of the EFCC.
- 5.3.3 In addition, the Directors, the Executive Director, the Superintendent (or Representative) of each District, the Director of the Evangelical Free Church of Canada National Mission, the Director of the Evangelical Free Church of Canada International Mission, and all EFCC career missionaries who meet the qualifications of 5.3.1 shall be entitled to vote at the Conference.
- 5.4 **Quorum.** Representation from one-fourth (1/4) of the member churches shall constitute a quorum.
- 5.5 The Board of Directors shall call a special general meeting of members on written requisition of members carrying not less than 5% of the voting rights.

ARTICLE 6 – DIRECTORS

- 6.1 **Composition and Elections.** The affairs of the EFCC shall be managed by the Board of Directors.
 - 6.1.1 The affairs of the EFCC shall be managed by the Board of Directors (BOD).
 - 6.1.2 The BOD shall consist of individuals elected at Conference, including a Chair, Vice Chair, Finance Chair, Chair of the Ministerial Standing Committee (MSC), Chair of the National Mission Committee (NMC), Chair of the International Mission Committee (IMC), Chair of the Church Vitality Committee, and up to four members-at-large.
 - 6.1.3 All BOD members shall be elected by the Conference for a two (2) year term. They may be re-elected twice (for a maximum total of six (6) consecutive years). The BOD shall always include at least one person from each district of the EFCC.
 - 6.1.4 All BOD members elected or appointed shall be members in good standing of an EFCC Church.
- 6.2 The BOD shall elect a secretary from among its members.
- 6.3 **Responsibilities and Accountability of the Board of Directors**
 - 6.3.1 Shall uphold the ministry of the EFCC through individual and corporate prayer and support.
 - 6.3.2 Shall oversee, monitor, and evaluate the Executive Director’s management of the national Home Office of the EFCC on behalf of the Conference, and set vision and policies to govern the EFCC and the Executive Director’s management of the EFCC.
 - 6.3.3 Shall review annually the performance and compensation for the Executive Director with input from the appropriate team.
 - 6.3.4 Shall monitor and regularly evaluate the mission, strategies, and goals for the EFCC.
 - 6.3.5 Shall exercise responsibility for the fiscal policies and practices of the EFCC.
 - 6.3.6 Shall approve a proposed agenda and budget for recommendation to conference.
 - 6.3.7 Shall by at least a two-thirds (2/3) vote, borrow money as necessary up to an amount expected to be repaid within two years for the purposes of the EFCC. Larger debits require conference approval as considered appropriate by the BOD.
 - 6.3.8 Shall make themselves available to their respective district board chairs, district boards, superintendents, and conferences for communication between the BOD and Districts of the EFCC.
 - 6.3.9 Shall be accountable to the Conference. Committees shall be accountable to the BOD.
 - 6.3.10 Shall assume office at the adjournment of Conference at which they are elected.
 - 6.3.11 Shall receive all reports to Conference of the EFCC and examine and approve any requests for appropriation before they are presented to the said Conference.
 - 6.3.12 May appoint replacements to the BOD in the event that a vacancy is created between conferences provided that the total number of appointments does not exceed one-third (1/3) of the total number of directors.

- 6.3.13 Shall meet and make decisions that best serve the interests of the EFCC in the event that urgent matters, financial or otherwise, arise within the EFCC between Conferences.
- 6.3.14 Shall approve all suitable candidates that are presented to fill BOD and committee vacancies, making every reasonable effort to reflect the full geographic, cultural, and gender diversity of the EFCC.
- 6.3.15 The directors and officers shall indicate their agreement with the EFCC Statement of Faith, in writing, as a condition of election and appointment to office and annually thereafter.
- 6.3.16 The BOD Chair and secretary shall sign the version of Board of Directors meeting minutes that is approved by the Board of Directors. This copy shall be kept as a permanent record of the charity.

6.4 **Removal of Directors**

- 6.4.1 The members of the EFCC may, by resolution passed by at least two-thirds (2/3) of the votes cast at a meeting of which notice specifying the intention to pass such resolution has been given, remove any director before the expiration of his or her term of office and may, by a majority of votes cast at such meeting, elect any person in his/her stead for the remainder of his/her term.

6.5 **Remuneration of Directors**

- 6.5.1 The Directors of the EFCC shall serve without remuneration except as otherwise provided by the members at EFCC Conference. No Director shall directly or indirectly receive any profit from his/her position as such, provided that a Director may be paid reasonable expenses incurred by him/her in the performance of his or her duties.

ARTICLE 7 – COMMITTEES OF THE BOARD OF DIRECTORS

- 7.1 **Constitution of Committees.** The members of the EFCC at any general meeting of the Conference, or the BOD, may from time to time constitute such committees as deemed necessary and shall elect or appoint the members of such committees and prescribe their duties. The Executive Director shall be an ex officio member of each such committee. The committees may meet for the transaction of business, adjourn, and otherwise regulate their meetings as they deem necessary, and shall conform to any and all policies prescribed to them. Questions arising at any meeting of a committee shall be decided by a majority of votes and in case of an equality of votes the Chairperson of the Committee shall have a second or casting vote.

- 7.1.1 **Removal of Committee Members** – The members of the EFCC, as constituted by those delegates at the EFCC National Conference, may, by resolution passed by at least two-thirds (2/3) of the votes cast at a general meeting of the EFCC national conference of which notice specifying the intention to pass such resolution has been given, remove any committee member before the expiration of his/her term of office and may, by a majority of votes cast at such meeting, elect any person in his/her stead for the remainder of his/her term

- 7.1.2 **Remuneration of Committee Members** – Committee members of the Corporation shall serve without remuneration except as otherwise provided by the members at Conference. No committee member shall directly or indirectly receive any profit from his or her position as such; provided that a member may be paid reasonable expenses incurred by him/her in the performance of his/her duties.

- 7.1.3 Only ministry personnel in good standing with the Ministerial Standing Committee of the EFCC are eligible to serve on any councils or committees of the EFCC.

7.2 **Conference Credentialing Committee**

- 7.2.1 There shall be a Conference Committee on Credentials, the membership of which shall be decided by the Board of Directors acting for Conference in preparation for Conference.

7.3 **Finance and Audit Committee**

- 7.3.1 The Finance and Audit Committee shall consist of at least five (5) members including: the Finance Chairperson elected by Conference, who will serve as Chair of the Committee and shall be responsible for the oversight of its state of affairs.

- 7.3.2 At least two (2) other members of the Board of Directors shall be appointed by the Board of Directors. The number of Board members at large should not constitute more than half of the total number of the committee.
- 7.3.3 The Committee shall monitor the financial account and reporting processes and the integrity of the EFCC's financial statements and its internal control, adopt new policies, review proposed budgets, attend to audited matters, ensure compliance of regulatory requirements and filing of all required government reports.

7.4 Search Committee

- 7.4.1 Each time the position of Executive Director is to be filled a Search Committee shall be formed for that position.
- 7.4.2 The Search Committee shall consist of five (5) members, including the Vice Chair of the BOD (who shall serve as Chair of the Committee), one (1) member of the NMC, one (1) member of the IMC, and two (2) persons who shall be appointed by the BOD (one of whom should be a member of the MSC).
- 7.4.3 They shall recommend to the BOD for presentation to the conference a qualified candidate for Executive Director. A three-quarters (3/4) majority vote shall be required to constitute an election.
- 7.4.4 A Director of International Mission shall be hired by the Executive Director through a search process approved by the Board of Directors.
- 7.4.5 A Director of National Mission shall be hired by the Executive Director through a search process approved by the Board of Directors.

7.5 Nominations Committee

- 7.5.1 The Committee shall consist of five (5) members. Conference shall elect four (4) members for a two (2) year term. These members may be re-elected twice for a maximum of six (6) consecutive years. The Vice Chairperson of the Board of Directors shall be the fifth member and will serve as Chairperson of the Committee.
- 7.5.2 At least six (6) months before the Conference this Committee shall contact and encourage member churches and District boards to submit to the Committee the names of suitable candidates for Board and Committee vacancies as set forth in these bylaws.
- 7.5.3 This Committee shall obtain a recommendation for each nominee from the local Evangelical Free Church of which that nominee is a member.
- 7.5.4 This Committee shall endeavour to present the most qualified candidate(s) for each elected office and ensure that there is at least one nomination from every District of the EFCC.
- 7.5.5 This Committee shall present a slate of nominees along with a brief biography of each nominee to member churches at least sixty (60) days before Conference.

7.6 Ministerial Standing Committee (MSC)

- 7.6.1 The Conference will elect a Ministerial Standing Committee (MSC) Chair for a two (2) year term. The Chair may be re-elected twice for a maximum of six (6) consecutive years.
- 7.6.2 The Ministerial Standing Committee shall consist of a minimum of six (6) members, which shall include: the Executive Director of the EFCC (ex officio), one (1) District Superintendent, (appointed by the Church Vitality Committee), and three (3) mature and experienced individuals, ideally including two (2) ministers and one (1) layperson, elected by Conference for two (2) year terms. Elected members may be re-elected twice (for a maximum of six (6) consecutive years).
- 7.6.3 The Committee shall be responsible to grant, with BOD approval, ministry credentials including approval for ordination to candidates who desire credentialing in the name of the Evangelical Free Church of Canada and who qualify in accordance with current credentialing procedures for the EFCC.
- 7.6.4 The Committee shall be responsible to examine (under guidelines established by the Conference) credentialed and ordained ministers whose belief or conduct is brought into question by official action of a Church Board and District Board, and to request the BOD to revoke and/or restore such credentialing, as consistent with the policies, procedures, and credentialing standards of the EFCC.

7.7 **International Mission Committee (IMC)**

- 7.7.1 The Conference will elect an IMC Chair, who has competence in international missions, for a two (2) year term. The Chair may be re-elected twice for a maximum of six (6) consecutive years.
- 7.7.2 The International Mission Committee shall consist of at least three (3) members. The Chair will present at least two (2) additional members, for approval of the BOD, who shall form the balance of the committee.
- 7.7.3 The Executive Director and the EFCCM Director are ex officio members of the IMC and as such will regularly meet with the Committee.
- 7.7.4 The Committee will be responsible to advise the BOD regarding all matters pertaining to EFCC International Mission policy and to report compliance of same.

7.8 **National Mission Committee (NMC)**

- 7.8.1 The Conference will elect an NMC Chairperson, who has competency in national missions, for a two (2) year term. The Chair may be re-elected twice for a maximum of six (6) years.
- 7.8.2 The National Mission Committee shall consist of a chair and at least five members, when possible one from each district, who are nominated by the District Boards and ratified by the BOD.
- 7.8.3 The Executive Director and National Mission Director are ex officio members of the NMC and as such will regularly meet with the Committee.
- 7.8.4 The Committee will be responsible to advise the BOD regarding all matters pertaining to EFCC National Mission policy and to report compliance of same.
- 7.8.5 The members of the NMC shall make themselves available to their respective District Boards, Superintendents, and conferences for communication between the NMC and Districts of the EFCC.

7.9 Other Committees may be formed and dissolved by the BOD as the need arises.

ARTICLE 8 – DISTRICTS

8.1 Ministry to the churches and cooperation between the churches shall be accomplished through ministry groupings, called **Districts**. The composition of each District and the manner of referring to each District shall be approved by the BOD in consultation with the National Mission Committee and shall ordinarily reflect the preferences of churches and Districts.

8.2 Requirements of Districts

- 8.2.1 Adopt the Statement of Faith of the EFCC without reservation.
- 8.2.2 Have purposes, objectives, and a mission consistent with those fully described in this document as from time to time determined by the EFCC Board as advised by the NMC.
- 8.2.3 Either:
 - 1) Regional Districts shall be organized and operated under written articles of incorporation or a comparable document providing for an elected board, a District Superintendent as the principal administrative officer, and ultimately governed by its member churches; or
 - 2) National Districts shall be organized and operated under the oversight of the Executive Director, as the BOD shall determine.
 - 3) A Regional District shall not become organized and operated as a National District except with the approval of its elected board and its member churches as may be provided in its governing documents.

8.3 Functions of Districts

A District exists primarily to serve local churches and enhance their ministries. It represents the EFCC to its member churches. The functions of a District, within its boundaries, shall be:

- 8.3.1 To plant churches in collaboration with the Church Vitality Committee and NMC.
- 8.3.2 To assist, strengthen, and encourage churches.

- 8.3.3 To accept churches into membership and, when necessary, to remove churches from membership in cooperation with the National Board of Directors as defined in Article 4.
- 8.3.4 To assist local churches and the MSC in matters of credentialing, discipline, and restoration.
- 8.3.5 To proactively work with other Districts in carrying out the mission of the EFCC.
- 8.3.6 To facilitate communication across the EFCC through interaction with any BOD members from their district.
- 8.3.7 To carry out such other ministries and activities in pursuit of its purposes as it and its member churches determine in line with the Purpose and Objectives of the EFCC.

8.4 Accountability

- 8.4.1 A District organized under written articles is accountable to its member churches (8.2.3(1) above), to fulfil its functions as a District as determined by the member churches. A District organized under the oversight of the Executive Director (8.2.3(2) above) is responsible to its member churches and the Executive Director as agreed upon with the BOD, to fulfil its functions as a District as determined by the member churches.
- 8.4.2 A District is responsible to include in their District Superintendent's job description the expectation that they will sit on and participate in the work of the Church Vitality Committee.

ARTICLE 9 – CHURCH VITALITY COMMITTEE (CVC)

- 9.1 The Church Vitality Committee (CVC) shall consist of the Executive Director, the EFCC National Mission Director, and the District Superintendents.
- 9.2 The CVC shall present one of the District Superintendents to the Nominations Committee for election at national conference as Chair of the CVC and BOD membership.
- 9.3 The CVC's purpose is to communicate and collaborate across districts, between the districts and national ministries, and to help develop healthy churches that give witness to the gospel in their communities and to plant churches.
- 9.4 The CVC shall, in collaboration with the NMC and districts, endeavour to plant churches,
 - (1) evaluating all church-planting projects through the CVC;
 - (2) deciding which group takes the lead role in any given church plant as appropriate (a district or the NMC); and,
 - (3) supporting church-planting initiatives taking place anywhere.
- 9.5 Invite participation in the CVC from across the EFCC and EFCCM whenever such participation could be valuable to its discussion and work.

ARTICLE 10 – PLACE OF MEETING AND NOTICE

- 10.1 Meetings of the BOD may be held at any place within Canada. A meeting of Directors may be convened by the Chair or Vice Chair, or by the Secretary at the request of the Chair or the Vice Chair. The Directors may by resolution determine to hold regular meetings of the Directors and set dates and time for them.
 - 10.1.2 Written notice of any meeting of the Directors shall be given to each director not less than two (2) weeks before the meeting is to take place. Meetings of the BOD may be held at any time without formal notice if all the Directors are present, or those absent have waived notice or have signified their consent in writing to the meeting being held in their absence.
 - 10.1.3 Voting – Questions arising at any meeting shall be decided by a majority of votes, unless otherwise specified by statute or bylaws. Exceptions to this shall be questions dealing with the borrowing of money (see 6.3.6) and the removal of director (see 6.4) and elected salaried executive positions
- 10.2 **Quorum**
 - 10.2.1 A majority of the directors present at any meeting of the BOD shall constitute a quorum.

ARTICLE 11 – OFFICERS OF THE EFCC

- 11.1 The **Officers of the EFCC** shall consist of those elected members of the BOD as set forth in Article 6 and shall be subject to the terms and conditions of office as set forth for Directors in Article 6.
- 11.2 **Delegation of Duties of Officers.** In case of the absence or inability to act as the Chair, Vice Chair, or any other officer of EFCC, the Directors may delegate all or any of the powers of such officer to any other officer for the time being.
- 11.3 **Chair.** The Chair shall, when present, chair all meetings of the directors and members, shall sign such contracts, documents, or instruments in writing as require the Chair's signature and shall have such other powers and duties as may from time to time be assigned, or as are incidental to the office. The Chair shall, in the absence or disability of the Executive Director, perform the duties and exercise the powers of the Executive Director that are necessary during such absence or disability.
- 11.4 **Vice Chair.** The Vice Chair shall be vested with all the powers and shall perform all the duties of the Chair in the absence or inability or refusal to act of the Chair. The Vice Chair shall sign such contracts, documents, or other instruments in writing as require the Chair's signature and shall have such other powers and duties as may from time to time be assigned. The Vice Chair shall be Chair of the Nominations and Search Committees.
- 11.5 **Secretary.** The Secretary shall supervise the recording, custody, publication and distribution of the Minutes of Conference and Board of Directors' Meetings. The Secretary shall keep a record of all officers and committee members and of the expiration of their several terms of office, or membership. The Secretary shall sign such contracts, documents, or instruments in writing as require such signature.
- 11.6 **Finance Chairperson.** The Finance Chairperson shall supervise and be responsible for all the financial and accounting affairs of EFCC and being Chair of the Finance and Audit Committee shall carry out all responsibilities as described in 7.3. The Finance Chair shall review all contracts, documents, or instruments in writing before they are signed as described in Article 14 and attend to duties pertaining to the audit of accounts in Article 15.

ARTICLE 12 – RESPONSIBILITIES OF THE EXECUTIVE DIRECTOR

- 12.1 The Executive Director shall provide spiritual and visionary leadership in reaching the objectives of the EFCC ministries, nationally and internationally.
- 12.2 Shall be accountable to the churches of the EFCC through the BOD, achieving its agreed upon ends. He shall oversee the staff and ministries of the EFCC and of both the International and National Mission arms of the EFCC.
- 12.3 Shall provide reports to the BOD on the activities of the denomination, future requirements, and projected goals.
- 12.4 Shall communicate regularly with the constituency and be available for spiritual and instructional ministry.
- 12.5 Shall coordinate the work between the Districts or organizational entities in the formulation and realization of national policies and projects as well as co-ordinating the various departments of ministry.
- 12.6 Shall officially represent the EFCC to District Organizations, other National Ministries, the Evangelical Free Church of America, and other affiliate organizations.
- 12.7 Shall be ex officio of all committees of the EFCC through the BOD, achieving its agreed upon ends.

ARTICLE 13 – SEAL

- 13.1 The seal shall be in the custody of the Secretary of the EFCC or at the Home Office.

ARTICLE 14 – SIGNING AUTHORITIES FOR CHEQUES, BANKING INSTRUMENTS, CONTRACTS AND DOCUMENTS

- 14.1 The BOD shall authorize signatories to sign cheques, notes, drafts and other transferable instruments as it deems fit.

ARTICLE 15 – AUDIT OF ACCOUNTS AND APPOINTMENT OF AUDITORS

15.1 The Conference shall appoint a qualified and recognized accountant as Auditor for a two (2) year term. All duly audited financial statements and related reports shall be reviewed by the BOD and then presented to the Conference for approval.

ARTICLE 16 – RELATIONSHIP WITH AFFILIATED ASSOCIATIONS

16.1 The EFCC will cooperate with the Evangelical Free Church of America (EFCA), the International Federation of Free Evangelical Churches (IFFEC), Trinity Western University (TWU) and Trinity Western Seminary (TWS), and other organizations where such cooperation will further the objectives of the EFCC.

ARTICLE 17 – CLERGY - LAYPERSON RATIO

17.1 The EFCC shall strive to elect or appoint at least fifty (50%) laypeople to any and all boards and committees, unless otherwise specified.

ARTICLE 18 – HOME OFFICE LOCATION

18.1 The Home Office of the EFCC shall be in the municipality of Langley, in the Province of British Columbia, at such place therein as the Directors of the EFCC may from time to time by resolution determine.

ARTICLE 19 – INTERPRETATION CLAUSE

19.1 In all bylaws and special resolutions of the EFCC, the singular shall include the plural and the plural the singular, the word “person” shall include churches and organizations and the masculine shall include the feminine. Whenever reference is made in any bylaws or any special resolution of the EFCC to any statute or section thereof, such reference shall be deemed to extend and apply to any amendment or re-enactment of such statute or section thereof, as the case may be.

ARTICLE 20 – DISSOLUTION

20.1 In the event of the dissolution of the Evangelical Free Church of Canada, any assets of the organization remaining thereafter shall be conveyed by Conference duly called at the time of the dissolution to qualified donees only, which by a decision of the members of the conference are best fitted to carry on the objectives closely allied to the EFCC. No dissolution of the EFCC may be accomplished without a seventy-five (75%) percent affirmative vote of the registered members of Conference.

ARTICLE 21 – AMENDMENT OF THE CONSTITUTION

21.1 This Constitution may be amended, altered, or repealed at the Conference. A seventy-five (75%) percent affirmative vote of the delegates shall be required to effect the changes.