

## NORTHSIDE CHRISTIAN CENTRE

memorandum



TO: BOARD OF ELDERS  
 FROM: DENIS V. SMITH (CHAIRMAN)  
 DATE: 5th MARCH, 1985.  
 SUBJECT: INCORPORATION - NORTHSIDE CHRISTIAN CENTRE

Background

It is necessary for the church to become officially incorporated under the Associations & Incorporations Act 1981. The reasons are as follows:

1. Northside Christian College must have a legal identity for the receiving of Commonwealth funding. A copy of the statutory declaration required to be signed is attached as Appendix 1.
2. The Executive Presbytery of the Assemblies of God in Australia, Victoria-Tasmania Conference requested that all churches within the Fellowship move from the Religious Successory & Charitable Trust Act 1958 to incorporation.
3. The State Trustees, who up to this point of time hold our properties in trust, have also requested that we appoint our own organisation to maintain the interests of our own ministries. It seems that the State Trustees are also responsible for any of the debts that we would incur.

With these things in mind we have been in touch with the solicitor recommended by the Executive Presybtery of our Fellowship and have now finalised a legal draft for reception by the members of our church.

As the document is filled with legal and technical terms according to the Associations & Incorporations Act, a summary of what the documents declares follows:

1. Church Membership.

When the current membership of our church in our General Meeting receives the documents as the basis of our existence, then a new membership roll will be drawn up containing the names of current members.

New documents must be commenced for all secretarial and financial recording. This will be a continuation of how we have been operating in the past, but set up as new documents under the new Incorporation.

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Application for membership in our church will be as is noted in Appendix 2.

Membership applications will be approved by the Senior Minister and the Church Board in the new incorporation and the members publicly received into the membership of our church following such approval.

## 2. Senior Minister & Associate Ministers

### (a) Appointment

The church membership will appoint the Senior Minister and Associate Minister(s) of the church.

### (b) Responsibilities

The Senior Minister & Associate Minister shall exercise leadership and discipline, preserve sound doctrine, teach, minister to the sick, and initiate the spiritual program and vision of the Assembly.

The Senior Minister will be Chairman of the Board and all Councils or sub-committees within the Assembly, unless he otherwise determines.

## 3. Assistant Pastors

All other pastoral and staff positions will be made on the recommendation of the Senior Minister and approved by the Church Board. As our church grows it will be necessary for this to be followed because of the difficulties in calling a General Meeting for staff appointments.

Currently there are approximately 20-25 men and women on the Staff. It will become inconvenient in years to come as the church continues to grow and the ministries of our church expand to operate in any other way.

## 4. Church Board

The Church Board shall be comprised of the Senior Minister, Associate Ministers, selected Assistant Pastors and Elders. The Church Board will be appointed by the membership and shall appoint from among its members a Secretary who will be responsible for the secretarial and financial aspects of the church. An Administrator will also be appointed and he will be responsible for the implementation of the decisions made by the Board. A Public Officer, who will be responsible to act as an agent on behalf of the Church Board will be required under the Associations & Incorporations Act of 1981.

## 5. Council of Elders

As the church grows numerically there will be a great need for the continuing recognition of Elders within our congregation. They will be appointed by the Senior Minister and Church Board and will be involved in an Under-shepherd ministry in the care and nurture of our flock. This Council will have no administrative responsibility but will maintain a spiritual sensitivity in the life of our church.

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#### 6. Board of Deacons

Deacons and Deaconesses will be appointed upon the recommendation of the Senior Minister and approval of the Church Board. They will be responsible for the serving ministries of our congregation.

#### 7. Business Council

In times past the Church Board has been able to accept the responsibility of the activities of the church. Now, because of the growth of the church there is a need to meet almost weekly because of the different requirements placed upon us by the church and its ministries. The Board will have the privilege of appointing a Business Council of four who will report to the Board for all its decision making, but be responsible for the week to week activities of Northside Christian Centre.

This Business Council will report back to the Church Board so that the Board is fully informed of the way in which the church is developing.

Thus, the Senior Minister, Church Board and Business Council will be responsible for the day to day, week to week management of the affairs of Northside Christian Centre.

#### 8. Annual General Meeting

The Senior Minister and Church Board will report to the membership of the church annually by way of reports which concern the various ministries of our church and also any administrative and financial reports which would outline the affairs of the church.

#### 9. College Council

A College Council consisting of the Senior Minister, Associate Minister, Principal of the College and other persons who are parents of students at the College will be appointed by the Board and will accept the responsibility of the general activities of the College under the leadership of the Church Board.

#### 10. Auditor

An Auditor will be appointed at each General Meeting and will be responsible to examine the books and documents of the Assembly at the close of each financial year.

DVS:JG