

**CONSTITUTION OF
TWIN CITY CHINESE CHRISTIAN CHURCH**

Lauderdale, Minnesota

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**CONSTITUTION OF
TWIN CITY CHINESE CHRISTIAN CHURCH**

Lauderdale, Minnesota

ARTICLE I – NAME

- 1.1 This Church shall be called Twin City Chinese Christian Church.
- 1.2 The term “The/the Church” used hereafter in this Constitution and By-laws shall refer to Twin City Chinese Christian Church and her planted churches prior to the planted church(s) becoming independent.

ARTICLE II – PLANTED CHURCHES

The planted churches shall be called as they are registered and are associated with the Church until they become independent.

ARTICLE III – STATEMENT OF FAITH

- 3.1 We believe in the one and only living and true God, the Creator, Preserver, and Governor of the Universe who is revealed to us in the Scriptures as Father, Son, and Holy Spirit.
- 3.2 We believe that the Scriptures are the Word of God, that they are inerrant in the original documents, and that they are the only infallible rule of religious faith and practice.
- 3.3 We believe in the fall of man from the primal state of moral innocence, and in the consequent common sinfulness of the human race, and that man can attain salvation only by the grace of God.
- 3.4 We believe in the humanity and deity of Jesus Christ, and that it is on the ground of His life, death, resurrection, and ascension that God bestows pardon and salvation upon those who repent of sin and accept Jesus as Savior and Lord.
- 3.5 We believe that such become the temples of the Holy Spirit, by whose gracious influences and by obedience to God’s inspired truth; they are progressively led and sanctified.
- 3.6 We believe in an organized visible church, in the ministry of the Word, in the Lord’s Day devoted to rest, worship and service, and that the ordinances of the Church are baptism and the Lord’s Supper.
- 3.7 We believe in the glorious future reign of Christ over all the earth; in the bodily resurrection of the dead, and after this the judgment, when the unbelieving shall go away into everlasting punishment but the righteous into life eternal.

ARTICLE IV - MISSION STATEMENT

To manifest the glory of the triune God in our worship and unity, to experience His love in our fellowship, and to bring hope to all through evangelism, discipleship and church planting.

ARTICLE V - PURPOSE

The purpose of the Church is to worship God according to the teachings of His Word: to promote the preaching of the gospel; to administer the ordinances of the New Testament, i.e., baptism and the Lord’s Supper; to minister to the spiritual needs of all people regardless of age, race, gender, color, or creed; to speed the evangelization of the world by leading men, women, and children to a living faith in Jesus Christ.

ARTICLE VI – MEMBERSHIP

6.1 Admission of Members

Any person who professes faith in the Lord Jesus Christ as personal Savior and who:

- a. has been baptized;
- b. has participated in the worship and the services of the Church regularly; and
- c. accepts the Constitution and By-Laws and Membership policy of the Church

may apply to become a member of the Church. Upon recommendation by the Membership Committee and approval by the Deacon Board, new members shall be welcomed publicly at a regular Sunday service as soon thereafter as possible.

6.2 Rights of Members

- a. All members eighteen years old and over shall have the right to vote, elect and be elected to office.
- b. Members of the Church have no rights in the property of the Church as individuals, and upon termination of membership they shall not be entitled to any interest in the assets of the Church.

6.3 Duties of Members

Members are expected to be faithful in all the spiritual duties essential to the Christian life, including the habitual practice of prayer and the reading of God's Word; regular attendance of Church service; regular contribution to support the Church's ministries; and participation in its organized meetings and work.

6.4 Discipline of Members

The Church will exercise discipline according to the principles found in passages such as Matthew 18:15-17 and Galatians 6:1 for the purpose of restoring erring members. Members who sin in a persistent manner are subject to discipline. Discipline may comprise of admonishment by the Pastoral Staff and, the Elder Board of the Church. If the attitudes and actions of the erring member persist, the Church may exercise discipline by dismissing the erring member.

6.5 Inactive Members

Upon approval of the Deacon Board, the names of members who fail to regularly participate in the worship services of the Church for a period of time or who move away may be placed on the inactive list. Inactive members do not have the rights listed in Section 6.2.

6.6 Liability

Members of the Church shall not be personally liable for the debts or obligations of the Church in any manner whatsoever.

ARTICLE VII – PASTORAL STAFF AND SUPPORTING STAFF

7.1 Pastoral Staff Members

The Pastoral Staff consists of the Senior Pastor, Pastors and Ministers.

a. Qualifications

Persons whose character reflects the requirements stated in 1 Timothy 3:1-7 and Titus 1:6-9 may be called as Pastoral Staff.

b. Duties

1. Senior Pastor - The Senior Pastor shall perform all the spiritual duties of his office, including, but not limited to, prayer and ministry of the Word (Acts 6:4), equipping God's people for works of service (Ephesians 4:11-12), and spiritual leadership (Acts 20:27-31, 1 Peter 5:1-3). He shall have freedom of the pulpit to preach and teach the Word of God. He shall direct the entire Pastoral Staff. He shall promote the spiritual growth of the Church and administer the ordinances
2. Pastors and Ministers - Pastors and Ministers shall perform their specific duties established by the Church under the direction of the Senior Pastor. In the absence of a Senior Pastor, the Pastors and Ministers shall perform their duties in consultation with the Elder Board

c. Staff Performance and Growth

The Elder Board and the Chairperson of the Personnel Committee shall review the performance of the Senior Pastor annually on the basis of the objectives established jointly at the beginning of the calendar year.

The Senior Pastor and a member of the Elder Board shall review the performance of the Pastoral Staff annually on the basis of the objectives established jointly at the beginning of the calendar year. In the absence of a Senior Pastor, the Elder Board and the Chairperson of the Personnel Committee shall perform the annual review.

The objective of the review is to enhance the growth of the ministry and provide encouragement to all Pastoral Staff members.

d. Church Call and Dismissal

Upon the recommendation of the Elder Board and the Deacon Board, the Church may call or dismiss a Pastoral Staff member by a two-third majority vote of voting members in attendance at a special meeting called to determine such matters.

A Pastoral Staff member may resign from the Church by giving the Deacon Board advance notice of his/her intention to leave.

e. Sabbatical Leave

Sabbatical leave shall be provided for all members of the Pastoral Staff as specified in the personnel policy of the Church.

7.2 Other Church Staff Members

Other staff members include Church Administrator, Secretaries, Custodians and other non-pastoral employees of the Church. They perform specific duties according to their job descriptions established by the Personnel Committee. The Personnel Committee shall review the performance of the Church Staff on an annual basis.

ARTICLE VIII ELDER BOARD

8.1 Elder Board

The Elder Board will be officially formed when there are at least FOUR Elders. The Elder Board will become inactive if the number of Elders falls below the minimum requirement.

a. Duties

The Elder Board shall be the spiritual leader of the church. The Elder Board will focus on matters that pertain to the whole church: vision, long-term planning, unity, oversight of the Pastoral Staff, Deacons and Trustees, as well as to ensure the Church's programs and congregations uphold the purpose of the Church.

b. Members of the Elder Board

The Elder Board shall consist of two members of the Pastoral Staff including the Senior Pastor, all of the Elders, and the Chairperson of the Deacon Board. The Chairperson of the Deacon Board does not have voting right in the Elder Board.

8.2 Elders

a. Qualifications

Persons whose character reflects the requirements stated in I Timothy 3:1-7 and Titus 1:6-9 and have been active members of the Church for at least five years with membership in good standing.

b. Duties

The Elders shall exercise leadership by performing the spiritual and administrative duties reflected in I Peter 5:1-3, including: protecting the flock (I Peter 5:2, Acts 20:28), feeding the flock (I Timothy 3:2, Titus 1:9), leading the flock (Acts 20:28-31, I Peter 5:2-3), and caring for the flock's practical needs (James 5:14).

The Elders are expected to exercise spiritual leadership by maintaining a healthy and growing spiritual life, by actively participating in church functions, and by having fellowship with members of the Church.

Elder Board will be responsible for identifying the needs of additional Pastoral Staff and Elders in accordance with the "Procedure for Calling Pastoral Staff" and "Procedure for Calling Elders" as attached.

c. Church Call and Dismissal

Upon the recommendation of the Elder Board and the Deacon Board, the Church may call or dismiss an Elder by a two-third majority vote of voting members in attendance at a special meeting called to determine such matters. They shall remain as Elders of the Church as long as they fulfill the duties stated in Section 8.2.b.

An Elder may resign from the Church by providing the Elder Board with advance notice.

d. Sabbatical Leave

Sabbatical leave shall be provided for all Elders as specified in the personnel policy of the Church.

ARTICLE IX – PASTOR-ELDER COUNCIL (PEC)

In the absence of an Elder Board, the PEC shall assume the function and responsibility of the Elder Board. The PEC will continue/assume to function under the following circumstances:

- a. during the interim period of up to 2 years after the new Elder Board is formed, which is to be determined by the PEC.
- b. when the Elder Board is inactive (minimum number of Elders is not met).

9.1 Duties

The Pastor-Elder Council shall be the spiritual leader of the church. The Pastor-Elder Council will focus on matters that pertain to the whole church: vision, long-term planning, unity, oversight of the Pastoral Staff, Deacons and Trustees, as well as to ensure the Church's programs and congregations uphold the purpose of the Church.

9.2 Members of the PEC

The members of the PEC shall consist of all of the Pastoral Staff, all of the Elders, and the Chairperson of the Deacon Board. The Chairperson of the Deacon Board does not have voting right in the PEC.

ARTICLE X – DEACON BOARD AND TRUSTEE COMMITTEE

10.1 Deacon Board

a. Duties

The Deacon Board shall be the primary policy-making Board of the Church and shall have complete responsibility for the administration of the total Church program. The Deacon Board may establish administrative policies, procedures and guidelines and appoint committees not specifically provided for in this Constitution and By-Laws.

b. Members of the Deacon Board

The Deacon Board shall consist of 2 Pastoral Staff members including the Senior Pastor, 2 Elders and all of the Deacons.

10 Deacons shall be elected by the active Church members if the Church membership is under 200. One additional Deacon shall be elected for every 25 members over 200, and the total number of elected Deacons shall not exceed 15.

10.2 Deacons

a. Qualifications

Persons whose character reflect the requirements stated in I Timothy 3:8-13 and who have been members for at least one year and in good standing may be elected as Deacons.

b. Duties

The Deacons shall serve on the Deacon Board and shall perform the duties as required for the standing committees of the Church and/or the officers as elected by the members of the Deacon Board.

The Deacons are expected to exercise spiritual leadership by living a healthy and growing spiritual life, by actively participating in church functions, and maintaining fellowship with members of the Church.

c. Election and Dismissal

The Deacons are elected and dismissed by the active Church members. The Deacons shall serve a term of two years. After serving for two consecutive terms, a Deacon shall not be eligible for re-election until after a lapse of one year.

An elected Deacon member may resign from the office by giving the Deacon Board advance notice of his intention to leave.

10.3 Trustee Committee

a. Duties

The Trustee Committee shall, as authorized by the Deacon Board and the members of the Church:

1. Represent the Church in all legal matters
2. Handle all Church property transactions including mortgage execution
3. Develop and perform long-term Church finance and facility planning to support Church ministries

Members of the Trustee Committee are expected to exercise spiritual leadership by living a healthy and growing spiritual life, by actively participating in church functions, and by maintaining fellowship with members of the Church.

b. Members and Election of the Trustee Committee

The Trustee Committee shall consist of 7 active members of the Church, including the Senior Pastor or a Pastoral Staff representative, an Elder, the current Chairperson of the Deacon Board, the current Financial Secretary, and three elected representatives from the membership at large. Eligible candidates shall meet one of the following three requirements:

1. Has served as Chairperson of the Deacon Board
2. Has served at least two terms as a Deacon for the Church
3. Has served at least one term as a Deacon for the Church with approval from the Deacon Board

The Trustees shall serve a term of three years. After serving for two consecutive terms, a Trustee shall not be eligible for re-election until after a lapse of one year. An elected Trustee member may resign from the office by giving the Trustee Committee advance notice of his intention to leave.

10.4 Legal Document Execution

All documents related to the Church legal matters and Church property transactions shall be executed by both the Chairperson of the Deacon Board and the Chairperson of the Trustees. If the Chairperson of the Deacon Board and the Chairperson of the Trustees is the same person, then the signature of the Vice Chairperson of the Deacon Board will also be required on all legal documents.

ARTICLE XI – CHURCH FINANCE

The support of the Church shall come from the free-will offerings of Christians giving according to the principles set forth in II Corinthians 9:6-15 and I Corinthians 16:2.

ARTICLE XII– DISPOSITION OF CHURCH PROPERTY

Should conditions arise such that the Church work cannot continue, the Church may be dissolved in accordance with the laws of the state of Minnesota. Upon the dissolution of the Church, any surplus assets remaining after satisfying all of the debt obligations of the Church shall be disposed of by transfer to one or more organizations approved by the Deacon Board.

ARTICLE XIII– CONSTITUTION AMENDMENTS

Should it become necessary to form a committee for constitutional amendment, the committee shall be a special task force committee consisting of five members. The Deacon Board shall initiate the formation of a Nominating Committee for the Constitution Amendment Committee. The Nominating Committee shall consist of two members elected from the Deacon Board and three members elected at large from the Church membership, one elected from each congregation. The committee shall seek the consent of the members nominated for Constitution Amendment Committee before placing their names on the ballot for election. The nominations of the Committee shall stand. Additional nominations may be made from the floor during the election. The additional nominations may not exceed the number of Constitution Amendment Committee members to be elected.

The Constitution Amendment Committee will also be entrusted with the responsibility to simultaneously amend the Church By-Laws.

This Constitution may be amended by a two-third majority vote of voting members in attendance at a special business meeting. The proposed Amendment shall be introduced in writing for two successive Sundays at the regular Sunday services prior to the said business meeting.

- Original Constitution of Chinese Christian Fellowship CCF (circa 1958)
- 1st Amendment to the Constitution of CCF (April, 1976)
- 2nd Amendment to the Constitution of CCF (July, 1980)
- 3rd Amendment, Changed to Constitution and Bylaws of Twin City Chinese Christian Church TCCCC (May, 1989)
- 4th Amendment to the Constitution and Bylaws of TCCCC (June, 2002)
- 5th Amendment to the Constitution and Bylaws of TCCCC (April, 2007)