

# CONSTITUTION

of the Saskatchewan Conference of Mennonite Brethren Churches

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## ARTICLE I – GENERAL

### *SECTION 1 – Mission Statement & Objective*

.1) Mission Statement

To lead Saskatchewan churches and ministries toward nurturing and equipping people to live the Christian life, mobilizing them for ministry. (Eph. 4:1,12; Col. 1:28)

.2) Objective

Healthy growing churches and ministries reaching their worlds for Christ.  
(Matt. 28:18-20)

### *SECTION 2 – Time of Regular Conventions*

.1) The Conference is called into convention annually. Under special conditions the Executive may call a special convention.

.2) The exact time of convention is determined by the Executive of the Conference

### *SECTION 3 – Representation*

.1) The churches are represented at the Conference Convention by one pastor and additional delegates on the basis of one delegate to every twenty-five members or fraction thereof. Members of the Provincial Conference of Boards shall be recognized as delegates in addition to the above ratio.

.2) Delegates consist of members who are in good standing with their home churches and who have been duly authorized by them to be their representatives.

.3) Pastors of extension congregations not yet received into the Conference are to be granted full delegate status at our provincial conventions, and members of their congregations may be invited as guests.

### *SECTION 4 – Elections*

.1) The term of office for all elected Executive and Council of Board positions shall be two years, with the exception of the Provincial Representatives to Canadian Conference Boards, who shall be elected to four-year terms, consistent with the Canadian Conference Policy.

.2) No elected board position may be filled by the same person for more than four (4) consecutive terms or more than two (2) terms for Provincial Representatives to the Canadian Conference Boards.

.3) A member shall not hold office in more than one Council of Boards position at one time.

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- .4) The terms of office for all affiliate organization boards shall be for two years unless requests for term alignment with the affiliate organization are received by the Executive. Number of allowable terms shall align with the Council of Boards guidelines.
- .5) All elections are by ballot. Upon presentation of the slate of names prepared by the Nominating Committee, opportunity shall be given for additional nominations from the floor. A simple majority vote shall be required to elect any person to an office or responsibility. When filling an office by acclamation, delegates may be asked for a show of hands. In such cases, a two-thirds majority is required.
- .6) Nominees for all offices must be in good standing with their local congregation.
- .7) The duties of each newly elected member shall begin immediately following adjournment of that convention.
- .8) The Executive shall present nominees for the election of the Nominating Committee by the general Convention body.

## ***SECTION 5 – Vacancy***

- .1) If a vacancy occurs in any board or office before the next convention of the Conference, and the work is not seriously affected thereby; the position may remain vacant until the Conference fills it. If the nature of the work demands a replacement, the respective board shall present one or more nominations to the Conference Executive, which in turn shall appoint someone, from the names presented to fill the vacancy until the ensuing meeting of the Conference.

## ***SECTION 6 – Organization of Boards***

- .1) The previous and newly elected members of each board shall meet immediately following the convention, to decide upon a meeting date of the previous and newly elected members, no later than the end of the month in which the convention is held, for the purpose of providing a smooth transition of leadership from the previous board to the new board.

## ***SECTION 7 – General Obligations of Boards and Committees***

- .1) Minutes shall be recorded of all individual board meetings.
- .2) All boards and committees shall make any minutes of their meetings available to the Executive of the Conference.
- .3) Upon request, all boards and committees shall make any other records available to the Executive of the Conference.
- .4) All elected members of affiliate committees and boards shall be accountable to the Executive and shall provide reports to the Executive as requested.

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## ***SECTION 8 – Voting Privileges of the Canadian Conference Representatives***

- .1) Members of the Provincial Conference Boards who hold office by virtue of membership on Canadian Conference Boards shall be accorded full voting privileges.

## **ARTICLE II – THE CONFERENCE EXECUTIVE**

### ***SECTION 1 – Personnel and Elections***

- .1) The Executive shall consist of a Moderator, an Assistant Moderator, and an Executive Secretary.
- .2) The term of office for all Executive positions shall be for two years, with the terms of Moderator and Assistant Moderator positions expiring on alternate years. The Executive Secretary's term shall coincide with the Moderator.
- .3) Length of terms of office shall be in accordance with Article I, Section 4.
- .4) Each Executive office shall be filled by a separate vote.

### ***SECTION 2 – Duties of Officers***

- .1) The Moderator shall convene and preside at all meetings of the Conference convention, the Executive, the Executive Board and the Council of Boards. The Moderator shall have the power to appoint necessary committees to serve at the convention unless the Conference provides otherwise.
- .2) After adjournment and until the next regular convention of the Conference it is the Moderator's right and duty to serve in the interests of the Conference, and to ensure that all matters pertaining to the Conference are carried out in a satisfactory manner.
- .3) The Conference Executive shall serve as officers of the Conference and of the Council of Boards.
- .4) The Conference Executive shall take the initiative in the handling of any matters which do not come under the jurisdiction of any standing board or committee or for which no provision is made.
- .5) The Conference Executive shall call all Conventions, Executive Board and Council of Board meetings.
- .6) Each member of the Conference Executive may serve as non-voting liaison on one or more of the boards making up the Council of Boards.
- .7) The Conference Executive shall present nominees for the election of the Nominating Committee.

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## ARTICLE III – EXECUTIVE BOARD

### *SECTION 1 – Structure*

- .1) The Executive Board shall consist of the members of the Conference Executive and the Chair or designate of each Conference board. They shall meet as required to fulfill their function.

### *SECTION 2 – Mandate*

- .1) Coordinate the plans and activities of the various boards of the Conference.
- .2) Provide leadership in promoting vision and in setting goals for the Provincial Conference ministries.
- .3) Appoint a Director of Church Ministries and other staff members as may be needed, subject to approval by the Council of Boards, and ratification by the Provincial Conference.
- .4) Other duties as required to provide conference leadership.

## ARTICLE IV – DIRECTOR OF CHURCH MINISTRIES

### *SECTION 1 – Appointment*

- .1) The search for, and appointment of, the Director of Church Ministries shall be the responsibility of the Executive Board, subject to approval by the Council of Boards and ratification by the Conference.

### *SECTION 2 – Mandate*

- .1) Provide leadership in fulfilling the mission of the Saskatchewan Conference of Mennonite Brethren Churches.
- .2) Be responsible directly to the Executive Board, but be available to all Conference Boards as may be coordinated by the Executive.
- .3) Fill the role of Conference Registrar, and carry out such other administrative functions as may be determined by the Executive.
- .4) Provide pastoral care to Conference pastors and their families.

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## ARTICLE V – COUNCIL OF BOARDS

### *SECTION 1 – Organization*

- .1) The Council of Boards shall consist of the Executive, members of the Boards, and the Director of Church Ministries.
- .2) The Director of Church Ministries shall be a non voting member of the Council of Boards.

### *SECTION 2 – Mandate*

- .1) The duties of the Council of Boards shall be to coordinate Conference activities and to act as the Conference in interim when necessary.

## ARTICLE VI – THE BOARD OF CHURCH EXTENSION

### *SECTION 1 – Election and Organization*

- .1) The Board shall consist of:
  - .1) Six members of which three shall be elected annually at the Convention.
  - .2) The Provincial representative to the Canadian Conference Board of Evangelism.
- .2) The organization of the Board shall provide for a chair, assistant chair, and secretary. These officers shall assume such responsibilities as normally apply to these offices.

### *SECTION 2 – Mandate*

- .1) Promote the planting of churches and evangelism in the province.
- .2) Nurture, encourage and supervise all church planting ministries.

## ARTICLE VII – THE BOARD OF FAITH AND LIFE

### *SECTION 1 – Election and Organization*

- .1) The Board shall consist of:
  - .1) Six members of which three shall be elected annually at the Convention.
  - .2) The Provincial representative to the Canadian Conference Board of Faith and Life.
- .2) The organization of the Board shall provide for a chair, assistant chair, and secretary. These officers shall assume such responsibilities as normally apply to these offices.

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## ***SECTION 2 – Mandate***

- .1) Promote the spiritual welfare of the Conference and the churches.
- .2) Serve as an advisory body of the Conference in questions of fundamental doctrine or policy.
- .3) Provide guidance and assistance in the correction of conditions that arise in local churches which are contrary to the teachings of the Word of God and which are not in harmony with our Confession of Faith.
- .4) Facilitate the licensing and ordination of ministers.

## **ARTICLE VIII – THE BOARD OF MANAGEMENT**

### ***SECTION 1 – Election and Organization***

- .1) The Board shall consist of:
  - .1) Six members of which three shall be elected annually at the Convention.
  - .2) The Provincial representative to the Canadian Conference Board of Management.
- .2) The organization of the Board shall provide for a chair, assistant chair, and secretary. These officers shall assume such responsibilities as normally apply to these offices.

### ***SECTION 2 – Legal Status***

- .1) The Board of Management shall represent the Conference as Trustees in all legal, business, and financial matters as directed by the Conference and in cooperation with the Council of Boards. The Board shall be the keeper of the Conference Seal, which it shall affix to legal documents issued in the name of the Conference.
- .2) Dispersal of all Conference funds shall be authorized by two signatures. Qualifying signatures shall be any two of the following three positions: Board of Management Chair; Board of Management Vice Chair; Secretary – Treasurer.
- .3) In the event of the dispersal or closure of the Saskatchewan Conference of Mennonite Brethren Churches, the Board of Management shall be responsible for the disposal of assets, subject to the instructions of the convention. Funds derived from the sale of assets shall be dispersed to the Canadian Conference of Mennonite Brethren Churches.

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## ***SECTION 3 – Mandate***

- .1) The Board of Management shall appoint the provincial Secretary - Treasurer and shall have the initial appointment ratified by the Conference. The Board shall annually review the performance of the treasurer.
- .2) Ensure that the purpose of the Conference is consistent with the Charter of Incorporation.
- .3) Hold all property in the name of the Conference. The term “property” shall include all lands, buildings, equipment, all types of funds, investment, donations, legacies, or any other kind of property acquired by the Conference to carry on its religion, benevolent and educational work.
- .4) Manage and supervise the property of the Conference. It shall be authorized to receive for the conference any bequests or donations.
- .5) Ensure that the financial records are audited annually. Such annual report shall be presented for acceptance at the annual convention.
- .6) Be responsible for the preservation of membership registers and other pertinent records of dissolved churches.

## **ARTICLE IX – SECRETARY - TREASURER**

### ***SECTION 1 – Appointment***

- .1) The Secretary - Treasurer shall be appointed by the Board of Management. He shall report to the Board of Management and other boards as required.

### ***SECTION 2 – Mandate***

- .1) Receive, accurately record and deposit Conference monies; pay Conference bills; forward designated funds to their respective places; transact the Conference business with the bank; in short, take care of Conference funds.
- .2) Prepare and present interim financial statements as required, prepare and present a complete financial statement to the annual convention.
- .3) Keep a permanent record of all proceedings of the Conference convention, the Executive, Executive Board and Council of Boards.
- .4) Serve under the direction of the Board of Management.

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## ARTICLE X – THE NOMINATING COMMITTEE

### *SECTION 1 – Election and Organization*

- .1) The Nominating Committee shall consist of three members elected on a staggered basis.

### *SECTION 2 – Mandate*

- .1) Under the direction of the Executive, the Nominating Committee shall present nominees for such positions as are required.
- .2) Nominees for all offices may be either ministers or lay persons, male or female.

## ARTICLE XI – AMENDING THE CONSTITUTION

### *SECTION 1 - General*

- .1) Changes and amendments to the constitution may be proposed by boards, committees, churches, or by the delegates assembled in regular or special Conference sessions, but should in all cases be referred first through the Conference Executive to the Council of Boards.

### *SECTION 2 - Amendments*

- .1) For proposed amendments which are submitted through the Executive to the churches at least forty days prior to the convention date, a two-thirds of delegates present and voting shall be sufficient for adoption of the said amendments. The Convention shall have the power by a simple majority to implement the amendments immediately or to delay implementation for as much as a year.
- .2) For proposed amendments to the Convention which have not been submitted through the Executive to the churches at least forty days prior to the convention date, a two-thirds majority of the delegates present and voting shall be sufficient to provide tentative adoption of said amendments. Immediately after adjournment of the convention, such amendments shall be submitted by the secretary to each church for final ratification. If within 150 days after adjournment no more than one-third of the churches have reported a negative vote on any such amendment, the amendment shall be declared ratified in an announcement by the Executive to the Churches.

## ARTICLE XII – POLICIES AND PROCEDURES

### *SECTION 1 - General*

- .1) Policies and procedures may be approved, amended, or deleted by a majority of the Council of Boards.
- .2) Policies and procedures may not be inconsistent with the terms of the constitution.

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## Article XIII – Miscellaneous

### *SECTION 1 - General*

- 1) The Saskatchewan Conference of Mennonite Brethren Churches shall operate without purpose or gain for its members or attendees, and any profits or other accretions to the organization shall be used solely to promote its mission, mandate, and objectives.
- 2) This Constitution document and its revisions has been presented and ratified by the convention delegates on this date: \_\_\_\_\_

### *SECTION 2 - Signatures*

**Current Moderator:** \_\_\_\_\_

**Current Assistant Moderator;** \_\_\_\_\_

**Current Executive Secretary:** \_\_\_\_\_