

BYLAWS

ARTICLE I MEMBERSHIP

SECTION 1. Admission into Membership.

a) Application for Membership.

A written application for membership shall be placed with the Senior Pastor or the Church Chairman. The applicants should complete a course in a New Member's Class or Confirmation Class after which they shall appear before the Council of Deacons to give a confession of their Christian faith according to Article VI of the Constitution. When their application has been reviewed and their testimonies received favorably, the Council of Deacons shall submit their applications to the next Congregational business meeting for action.

b) Applicants who are affirmed into the membership of the Church shall be welcomed at the next service of Holy Communion and shall make public confession of their Christian faith, as outlined in A Book of Worship for Covenant Churches or a statement consistent with ARTICLES IV AND VI of the Constitution of Applewood Community Church.

SECTION 2. Children of Members and Friends of the Church.

Children of the members and friends of the Church shall be nurtured under its spiritual care. When they have reached confirmation age they shall receive special instruction from the pastor(s) in the Word of God, Christian doctrine, and the history of the church, using the confirmation material of the Covenant Church or other confirmation material as approved by the Council of Deacons. Following confirmation, they may apply for church membership as outlined under Section 1a, of this article.

SECTION 3. Responsibilities of Membership.

By the grace of God, every member shall:

- a) Strive to honor God by becoming a fully devoted follower of Jesus Christ by living a virtuous, compassionate, prayer-filled and spirit-empowered life centered on the Word of God.
- b) Assume the responsibilities and obligations placed upon them by the Word of God and the Church.
- c) Share in the regular gatherings of the Church, seeking personal growth in faith, hope and love.
- d) Embrace the mission of the Church through prayer, service and regular proportionate financial giving.
- e) Affirm the Church's commitment to the authority of the Bible and the freedom each member has to grow in an understanding and practice of faith.
- f) Further the cause of Christ in the local church, regional conference and the Covenant.

SECTION 4. Non-Member Friends.

Non-member parish friends shall be enrolled by the Church as a part of its total constituency. The Church and its pastor(s) shall serve them in all their spiritual needs and they shall be encouraged to

consider this as their church home. They shall be kept informed of the activities of the Church. Non-member friends who have confessed their Christian faith may serve on Ministry Teams but shall not chair committees, serve on the Council of Deacons or vote at Congregational business meetings.

SECTION 5. Discipline - The purpose of church discipline is to maintain peace and purity in a spirit of reconciliation and restoration.

a) Negligent Members.

Members who willfully neglect their duties or fail to attend services of the Church regularly or to contribute to its support according to their means shall be admonished by the Council of Deacons. If this admonition is not heeded, they shall be dealt with as erring members.

b) Erring Members.

Any member known to err in doctrine or conduct shall be counseled according to the procedure outlined in Matthew 18:15-18 and Galatians 6:1. A fellow member having knowledge of such error shall, in the spirit of Christian love, seek to restore them. If they fail to heed this counsel the matter shall be brought to the attention of the Council of Deacons, which shall in meekness and gentleness seek to restore them. If they fail to heed the counsel of the Council of Deacons, their error shall be brought before a Congregational business meeting. Discipline shall then be administered in the spirit of Christ with due regard for the welfare of the individual as well as the church.

c) Dismissal of Members.

Dismissal of a member under paragraphs a) and b) of this section must be acted on by the Church, which alone has the authority. A two-thirds vote of those present and voting at a Congregational business meeting is necessary for such action.

SECTION 6. Transfer of Members.

Members who move to another community should soon thereafter identify themselves with the local Covenant church. If there is no Covenant church, they should identify themselves with some other evangelical Christian church. Application for transfer of membership shall be made in writing to the Senior Pastor or the Church Chairman, who shall issue the transfer to the church with which the member is uniting. Withdrawal of said membership shall be reported through the Council of Deacons to the next Congregational business meeting, where it shall be made a matter of record.

SECTION 7. Removal of Membership.

a) Withdrawal from Membership.

Request for withdrawal from membership in the Church shall be made in writing to the Senior Pastor or the Council of Deacons. After careful consideration the Council of Deacons may present a recommendation for withdrawal to a Congregational business meeting of the Church.

b) Annual Review of Membership Rolls.

The Senior Pastor and the Council of Deacons shall confer annually to review the membership rolls and after careful consideration shall make recommendations to the Annual Congregational Business Meeting for purging the rolls of members who are no longer meeting the requirements of Article I, Section 3 of the Bylaws.

c) Removal from Membership.

Removal of a member under paragraphs a) and b) of this section must be acted on by the Church, which alone has the authority. A two-thirds vote of those present and voting at a Congregational business meeting is necessary for such action.

SECTION 8. Forfeiture of Rights.

A member who has been properly dismissed or removed from the Church, or has withdrawn membership, has forfeited all rights and privileges of membership in the Church.

ARTICLE II **PASTORS AND CHURCH STAFF**

SECTION 1. Senior Pastor and Credentialed Pastoral Staff

a) Qualifications.

The Senior Pastor and credentialed members of the Pastoral Staff called by the Congregation to serve in the total pastoral task shall meet the New Testament requirements of that office (1 Timothy 3:2-7). They shall be members of the Covenant Ministerium and follow the Rules and Regulations of the Board of Ministry. They shall by virtue of their call be members of the Church.

b) Duties.

1) Senior Pastor.

The Senior Pastor shall function as supervisor of the Church Staff. He shall devote himself to the service of the church, preaching and teaching the Word of God, administering the sacraments and supervising the various church ministries. He shall provide the Church with an accurate record of pastoral acts and present a written report to the Annual Congregational Business Meeting. He shall practice good administrative procedures. The Senior Pastor shall lead the Pastoral Staff as a team utilizing the gifts and talents of each pastor to minister to the needs of the Congregation. The Senior Pastor shall be responsible to the Council of Deacons and work in harmony with that body, the Covenant, the Regional Conference and other Covenant ministers. With the assistance of the Administrative Team, and within the approved budget, he shall recommend staff salaries and submit them to the Council of Deacons for approval. The Senior Pastor shall be an ex-officio member of the Council of Deacons and all committees of the Church.

2) Credentialed Pastoral Staff

Credentialed members of the Pastoral Staff shall function as a team under the direction of the Senior Pastor, each performing their portion of the pastoral task as they have been gifted and as approved by the Congregation. All members of the Pastoral Staff shall devote themselves to the service of the Church, preaching and teaching the Word of God, administering the sacraments, faithfully giving themselves to pastoral work and ministering to the needs of the Congregation. They shall be responsible to the Senior Pastor and work in harmony with the Council of Deacons, the Covenant, the regional conference, and other Covenant ministers. They shall make reports to the Council of Deacons and attend meetings of the Council of Deacons as required. Pastoral Staff members shall serve as ex-officio members of Ministry Teams in their area of ministry as determined by the Council of Deacons.

c) Call.

1) Search Committee.

The Senior Pastor and all credentialed members of the Pastoral Staff shall be nominated by a Pastoral Search Committee. This committee shall be elected by a Congregational business meeting. It shall be representative of the Congregation and have five (5) to nine (9) members who shall consult with the regional Conference Superintendent. The Chairman of the Church shall be an ex-officio member of the Search Committee.

2) Vote

The Senior Pastor and credentialed members of the Pastoral Staff shall be called at a regular or special Congregational business meeting, the purpose of which shall be announced two weeks in advance. The pastor(s) shall be called by ballot with a two-thirds vote of those present and voting required for a call. The call shall be for an indefinite period of time with a minimum of six weeks notice required by the Church or the pastor(s) for termination of pastoral duties. A two-thirds vote of those present and voting at a Congregational business meeting shall also be required for termination of a pastor's duties.

d) Charges Against a Credentialed Pastor.

Charges against a Senior Pastor or credentialed pastor shall be submitted in writing to the Council of Deacons, charging a pastor with indiscretion, immorality, doctrinal error, unethical behavior or disloyalty to the Covenant (Matthew 18:15-18). If in the judgment of the Council of Deacons there is substance to the charges, the case shall be referred to the regional conference Superintendent. The Superintendent shall confer with the Covenant Executive Secretary of the Ministry. These two officers shall confer and determine the order of responsibility in pursuing the matter according to the Rules and Regulations of the Board of Ministry of the Covenant regarding discipline, prior to further action by the Church. The Chairman of the Church shall act as liaison between the regional conference and the Church and shall keep the Council of Deacons or Congregation informed of the progress of the proceedings.

SECTION 2. Non-Credentialed Pastoral Staff

a) Qualifications.

Non-credentialed members of the Pastoral Staff called by the Congregation to serve in the total pastoral task shall meet the New Testament requirements of that office (1 Timothy 3:2-7).

b) Duties.

Non-credentialed members of the Pastoral Staff shall function as a team under the direction of the Senior Pastor, each performing their portion of the pastoral task as they have been gifted and as approved by the Congregation. All members of the Pastoral Staff shall devote themselves to the service of the Church, preaching and teaching the Word of God, faithfully giving themselves to pastoral work and ministering to the needs of the Congregation. They shall be responsible to the Senior Pastor and work in harmony with the Council of Deacons, the Covenant, the regional conference, and other Covenant ministers. They shall make reports to the Council of Deacons and attend meetings of the Council of Deacons as required. Pastoral Staff members shall serve as ex-officio members of Ministry Teams in their area of ministry as determined by the Council of Deacons.

c) Call.

1) Nomination.

Non-credentialed members of the Pastoral Staff shall be interviewed and nominated by the Senior Pastor and the Ministry Team that serves their respective ministry and/or others as determined by the Council of Deacons.

2) Vote

Non-credentialed members of the Pastoral Staff shall be called at a regular or special Congregational business meeting, the purpose of which shall be announced two weeks in advance. The pastor(s) shall be called by ballot with a two-thirds vote of those present and voting required for a call. The call shall be for an indefinite period of time with a minimum of six weeks notice required by the Church or the pastor(s) for termination of pastoral duties.

d) Removal of Non-credentialed Pastoral Staff

The Council of Deacons shall have the authority to remove a non-credentialed member of the Pastoral Staff at the recommendation of the Senior Pastor and the chairperson of the related Ministry Team. Removal must be in accordance with procedures specified in the Church Policy Manual. A two-thirds vote by ballot of the full Council of Deacons shall be required for removal. A new candidate for the vacant position shall be called as specified in Section 2c of this Article.

SECTION 3. Church Employees.

Members of the staff employed to serve in non-pastoral positions shall be interviewed and nominated by the Senior Pastor and the Administrative Team and others as determined by the Council of Deacons. The Council of Deacons shall have the authority to fill or vacate these positions as recommended by the Senior Pastor and the Administrative Team under the procedures specified in the Church Policy Manual. All church staff members shall serve under the supervision of the Senior Pastor.

SECTION 4. New Positions

The authority to create any new full-time or part-time salaried position in the Church is vested in the Congregation at the recommendation of the Council of Deacons. A two-thirds vote of those present and voting at a Congregational business meeting is necessary for such action.

SECTION 5. Job Descriptions

The duties of each member of the church staff shall be defined by a specific job description written under the supervision of and approved by the Council of Deacons.

**ARTICLE III
CHURCH OFFICERS**

SECTION 1. Qualifications.

Officers of the Church shall be members in good standing who have demonstrated maturity in the Christian faith by meeting the requirements of 1 Timothy 3:8-13, and who are active in the support of the total ministry of the Church, financially, and otherwise.

SECTION 2. Duties.**a) Chairman.**

The Chairman shall preside at all Congregational business meetings and meetings of the Council of Deacons. He shall confer with the Senior Pastor in preparing the agenda for such meetings, and shall utilize the counsel that the Senior Pastor can give by virtue of his training, experience and calling. He shall meet regularly with the Senior Pastor and work closely with him to co-ordinate the activities and organizations of the Church. The Chairman, with the assistance of the chairman of the Worship Team, shall be responsible for the leadership of church services in the absence of the Senior Pastor. The Chairman shall be an ex-officio member of all committees in the Church. The Chairman shall also serve as chairman of the Pastoral Relations Committee.

b) Vice-Chairman.

The Vice-Chairman, who shall also serve as a chairman of one of the Ministry Teams, shall assist the Chairman, and during his absence assume that office and its duties. The Vice-Chairman shall be an ex-officio member of the Pastoral Relations Committee.

c) Secretary.

The Secretary shall keep and preserve the minutes of all Congregational business meetings and meetings of the Council of Deacons. He shall distribute copies of the minutes to each member of the Council of Deacons promptly after such meetings and post a copy for the Congregation. He shall conduct and preserve all official correspondence as shall be delegated to the Secretary. The Secretary shall also be responsible for the official seal and documents of the Church. The Secretary shall serve as an ex-officio member of one of the Ministry Teams.

d) Financial Secretary.

The Financial Secretary shall receive, record and deposit in the bank all funds contributed to the Church. The Financial Secretary shall also be responsible for:

- 1) Maintaining confidential records for each contributor, and issuing reports quarterly to all known contributors reflecting contributions received by the Church using procedures established by the Administrative Team.
- 2) Maintaining current and accurate records, subject to review, of all monies received and transmitting that information monthly to the Treasurer.
- 3) Submitting written reports monthly to the Council of Deacons and to each regular Congregational business meeting including an Annual Report to the Annual Congregational Business Meeting.

The Financial Secretary shall be an ex-officio member of the Administrative Team.

e) Treasurer.

The Treasurer shall be responsible for all funds committed to the Church and shall make disbursements as authorized by the Church or the Council of Deacons. The Treasurer shall also be responsible for:

- 1) Maintaining the books of the Church in accordance with generally accepted accounting principles providing a full and accurate accounting of all monies received and obligations incurred by the Church.
- 2) Accurately administering the banking procedures and accounts of the Church and the internal accounting procedures of the Church.
- 3) Administering the salaries of all Pastoral Staff and church employees ensuring that all required salary deductions are withheld and paid to appropriate agencies.
- 4) Preparing an annual budget with the co-operation of the Administrative Team and the Council of Deacons and monitoring all budget categories on a regular basis.
- 5) Monitoring all investments and debts of the Church on a regular basis and maintaining an accurate inventory of all church properties.
- 6) Providing for an independent review of all Church accounts and bookkeeping records and procedures annually and whenever a new Treasurer takes office. Audits shall be performed as required by the Congregation or the Council of Deacons.
- 7) Submitting written reports monthly of all income and expenditures to the Council of Deacons and to each regular Congregational business meeting and submitting an Annual Report of Church assets and liabilities to the Annual Congregational Business Meeting.
- 8) Performing other duties as assigned by the Council of Deacons.

The Treasurer shall work closely with the Administrative Team chairman serving as an ex-officio member of the Administrative Team and as chairman of the Finance Committee as it is formed under the Administrative Team.

f) Job Descriptions

The duties of each Officer of the Church shall be defined by a specific job description written under the supervision of and approved by the Council of Deacons.

SECTION 3. Election and Tenure.

At the Annual Congregational Business Meeting, the Chairman, Secretary, Financial Secretary and Treasurer shall be elected for terms of two (2) years in such a manner that the terms of approximately one-half of those officers shall expire each year. If an officer has been elected to two (2) full consecutive terms he shall not be eligible for re-election to the Council of Deacons until a minimum of one (1) year has passed. The Vice-Chairman shall be elected in a manner specified in Article IV, Section 3 of the Bylaws. Officers shall assume their positions when elected.

**ARTICLE IV
COUNCIL OF DEACONS**

SECTION 1. Qualifications.

Members of the Council of Deacons shall be members in good standing who have demonstrated maturity in the Christian faith by meeting the requirements of 1 Timothy 3:8-13, and who are active in the support of the total ministry of the church, financially, and otherwise.

SECTION 2. Size, Composition, Election, and Tenure.

- a) The Council of Deacons shall consist of nine (9) members, both men and women, not including the Senior Pastor who shall serve as an ex-officio member.
- b) Those members shall include the church officers who shall be elected annually to their specific offices in accordance with Article III, Section 3, of the Bylaws, and other members who shall serve as Chairmen of the Ministry Teams described in Section 6 of this Article.
- c) Candidates for positions on the Council of Deacons shall be nominated by the Nominating Committee. The Nominating Committee shall perform its duties in accordance with Article V, Section 2 of the Bylaws.
- d) Deacons shall serve for terms of two (2) years in such a manner that the terms of approximately one-half of the members shall expire each year. If a member has been elected to two (2) full consecutive terms as an officer or a chairman, he shall not be eligible for re-election to the Council of Deacons until a minimum of one (1) year has passed. Terms shall begin upon election.
- e) Staff members and salaried employees, including the Senior Pastor, shall not be appointed to chair committees or be elected to the Council of Deacons. They may be ex-officio members of committees in their areas of responsibility as determined by the Council of Deacons.

SECTION 3. Organization.

- a) At the Annual Congregational Business Meeting the Congregation shall elect new members to serve on the Council of Deacons to replace those whose terms have expired or become vacant. Deacons shall be elected to a specific office as described in Article III or to chair a specific Ministry Team as described in Article IV, Section 6 of the Bylaws.
- b) Following the Annual Congregational Business Meeting the Council of Deacons shall convene to perform the following duties:
 - 1) Elect from among the Ministry Team chairpersons, a Vice-Chairman, who shall serve in the position as described in Article III, Section 2b of the Bylaws, for a term of one (1) year.
 - 2) Appoint at least three (3) members or non-member friends to serve on each Ministry Team and other committees as necessary. These committee members shall be appointed based upon prayerful consideration of the individuals' gifts and talents within the body. Non-member friends shall meet the requirements of Article I, Section 4, of the Bylaws.

SECTION 4. Vacancies.

- a) The position of a Deacon who has more than three (3) consecutive unexcused absences at regular meetings of the Council of Deacons may be declared vacant by the Council of Deacons.
- b) A vacancy on the Council of Deacons caused by resignation, removal or death, leaving an unexpired term in an elected position may be filled for the remainder of that year by the Council of Deacons. The Council of Deacons may serve as the Nominating Committee and vote on a ballot of candidate(s) presented before the Council.

c) A vacancy in the office of Church Chairman shall be filled for the remainder of that term by the Vice-Chairman who shall relinquish his position as chairman of a Ministry Team. At the next regular meeting of the Council of Deacons a new Vice-Chairman shall be elected from among the remaining Ministry Team chairpersons to serve until the next Annual Congregational Business Meeting. The Council of Deacons shall also elect a new Ministry Team chairman from a ballot of candidate(s) submitted in accordance with Section 4(b), above, to fill the position vacated by the Vice-Chairman until the next Annual Congregational Business Meeting.

SECTION 5. Duties.

The Council of Deacons in its administrative responsibility and in co-operation with the Senior Pastor, shall fulfill the functions defined by the Constitution and Bylaws, including the following:

- a) Supervise church membership, including recommendations relative to reception or removal of members.
- b) Assist the Senior Pastor in nurturing the spiritual life of the church and in the service of communion as planned by the Senior Pastor, in co-operation with the Congregational Life Team chairman.
- c) Establish administrative and program policies in conformity with the spirit of the Church Constitution.
- d) Evaluate the total church program on a continuing basis.
- e) Plan and recommend the annual budget and stewardship opportunities for the church.
- f) Review and approve the schedule of the church activities and personnel.
- g) Appoint Ministry Team members and church workers as defined in the Bylaws for the Ministry Teams, as the Council of Deacons may deem appropriate.
- h) Approve the establishment of organizations within the Church and provide support and general direction of their activities.
- i) With the co-operation of the Senior Pastor and the related Ministry Teams, arrange for the supervision and review the performance of all employees of the Church.
- j) Review and approve job descriptions for each employee, Church Officer and Committee as submitted by the Ministry Teams.

SECTION 6. Ministry Teams (Administrative Committees).

Implementation of policies and programs established by Congregational or Council of Deacons action may be accomplished through the Ministry Teams. Deacons shall serve as chairmen of the teams to which they are elected and assume responsibility for coordinating all Congregational activities which fall within that functional category, in co-operation with the pastor(s). Each team shall meet at least monthly and shall be responsible to the Council of Deacons for its actions. The teams shall be:

- a) Worship Ministry Team
- b) Outreach Ministry Team

- c) Discipleship Ministry Team
- d) Administrative Ministry Team (Administry)
- e) Congregational Life Ministry Team

The duties of each Ministry Team shall be defined by a specific job description written under the supervision of and approved by the Council of Deacons.

ARTICLE V **STANDING COMMITTEES**

SECTION 1. Pastoral Relations Committee.

The Pastoral Relations Committee shall consist of the Church Chairman, the Vice-Chairman, the Senior Pastor and the chairman of the Administrative Team or his representative. The committee shall meet at least semi-annually in keeping with the program and purpose of the Covenant Commission on Pastoral Relations as adopted by the Covenant Annual Meeting. The duties of this committee shall include the annual performance review for the Senior Pastor, and the promotion of a desirable relationship among the Senior Pastor, the pastoral staff, the Council of Deacons and the Congregation.

SECTION 2. Nominating Committee.

The Nominating Committee shall consist of the Church Chairman, the Senior Pastor and not less than three (3) members who shall be appointed by the Council of Deacons. The chairman of the Nominating Committee shall be elected by the Nominating Committee members. The Nominating Committee shall be convened in September of each year for the purpose of nominating candidates for the Council of Deacons for the coming year. The Nominating Committee may be convened at other times during the year to fill vacancies on the Council of Deacons as deemed necessary by the Chairman.

The Nominating Committee shall:

- 1) Prepare a ballot for the Annual Congregational Business Meeting listing at least one qualified candidate for each office to be filled.
- 2) Confirm the willingness of each candidate to serve before listing his or her name on the ballot.
- 3) Present a complete ballot to the Annual Congregational Business Meeting.

ARTICLE VI **MEETINGS**

SECTION 1. Public Services.

Public services shall be conducted regularly on Sundays and when deemed appropriate, on weekdays for worship, the preaching and teaching of God's word, and prayer.

SECTION 2. Celebrating the Sacraments.

The sacrament of Holy Communion shall be celebrated bi-monthly or as determined by vote of the Council of Deacons. The sacrament of baptism shall be celebrated in keeping with Covenant policies and according to the needs of the constituency.

SECTION 3. Congregational Business Meetings.

Congregational business meetings shall be open to all members and non-member friends and held regularly not less than semi-annually, as specified in Article IX of the Constitution, or more often as determined by the Council of Deacons. Special Congregational business meetings may be called by the Chairman of the Church in consultation with the Senior Pastor, or by the Council of Deacons, or by a petition of members representing a quorum as defined in Article VII, Section 1, of the Bylaws.

SECTION 4. Council of Deacons and Committee Meetings.

Regular meetings of the Council of Deacons shall be open to the members and held not less than monthly. Ministry Teams, standing committees, and task forces shall meet not less than monthly or at a frequency specified by the Council of Deacons. Special meetings of the Council of Deacons, ministry teams, standing committees and task forces may be called by their respective chairmen.

SECTION 5. Organizational Meetings.

Meetings and activities of the organizations of the church shall be planned and conducted regularly under the direction and supervision of the Council of Deacons.

ARTICLE VII GENERAL PROVISIONS

SECTION 1. Quorum.

- a) Ten percent (10%) of the church membership, but not less than twenty-five (25) members, present and voting at a Congregational business meeting properly called shall constitute a quorum.
- b) The quorum for the Council of Deacons, committee and task force meetings shall be a majority of their respective memberships.

SECTION 2. Rules of Order.

All Congregational business meetings, meetings of the Council of Deacons, committees, task forces and organizations of the church shall be conducted according to Robert's Rules of Order.

SECTION 3. Expenditures.

All Church expenditures shall be documented or vouchered in a manner specified by the Council of Deacons. In addition, the Council of Deacons shall have authority to make expenditures under the annual budget with the following limitations:

- a) Deacons shall maintain control of expenditures budgeted under their respective areas in the approved annual budget.
- b) The Council of Deacons may authorize expenditures which are not accounted for in the annual budget, provided that those expenditures do not exceed a total of two percent (2%) of the general fund budget per fiscal year.

- c) Any expenditures not covered by this Section must be approved by the Congregation at a Congregational business meeting.
- d) The church fiscal year shall be from January 1 through December 31.

SECTION 4. Men and Women.

For simplicity and ease of reading "he" rather than "she" or a gender neutral term has been used in the drafting of this document. The use of masculine terms and the male pronoun was intended to be taken in a general sense, and was not intended to be a limitation in any manner.

ARTICLE VIII **AMENDMENTS**

Amendments to these Bylaws not in conflict with the Constitution may be adopted at any regular Congregational Business Meeting or at a special business meeting called for that purpose. Such amendment(s) must be presented in writing to the Council of Deacons which shall bring the proposed amendment(s) before the Congregation at the next regular Congregational business meeting. After sixty (60) days the Congregation shall vote on the proposed amendment(s) with a two-thirds vote of the members present and voting required for passage. When the Church receives aid from the regional conference and/or the Covenant through subsidy or loans, proposed amendments must also be approved by the Regional Conference Board and the Executive Minister of the Department of Church Growth and Evangelism.