

An aerial photograph of a city at sunset. The sky is a mix of blue, orange, and yellow. In the foreground, the dark silhouette of a church building is visible on the right side. The city lights are visible in the distance, creating a bokeh effect.

EXTENSION CAMPUS

New Church Plant

To be known as

FAITH WORKS INTERNATIONAL

(Your town)

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***New Church Plant to be known as
Faith Works International – Outreach***

PREAMBLE:

After reviewing this document if you would like to be affiliated with "**Faith Works International Ltd**" initial every page indicating you have read and agreed to it and then provide the contact information of your Management Committee members found on page 10 of this document.

Attention is directed to the Constitution of the parent entity to which this document is subject.

NAME:

1.00 The name of the management-committee shall be "**the board**" trading as 'Faith Works International (*your town*)' hereinafter referred to as "**The Outreach**".

PURPOSE:

2.00 The purpose of this document is to establish the working parameters and agreement for "**The Outreach**".

DEFINITIONS:

3.00 In this document unless the context otherwise requires:

3.01 "Parent Entity" shall mean "**Faith Works International Ltd**".

3.02 "Executive Board" shall mean the board of "**Faith Works International Ltd**".

3.03 "Management Committee" shall mean the executive body principally responsible for the management of "**The Outreach**".

3.04 "Secretary" shall mean the current **Secretary** of the Parent Entity.

3.05 "President" shall mean the Senior Pastor and Chairperson of "**The Outreach**".

OBJECTS:

4.00 The objects for which "**The Outreach**" is formed are:

4.01 To proclaim the Gospel of the Lord Jesus Christ by but not limited to the agency of a local church.

4.02 To instruct and disseminate the teachings of the Word of God and bring people to a place where they operate proficiently in the Biblical principles of love, faith, healing, prosperity, redemption and righteousness so they can share those principles with others.

4.04 To foster unity amongst the Body of Christ by linking and networking.

- 4.05 To administer and perform marriage ceremonies, infant dedications, water baptisms and funeral services.
- 4.05 To establish departments based on Christian ideals and principles to teach children and youth.
- 4.07 To train people and release them to use their spiritual and natural gifts in ministry.
- 4.08 To communicate the Gospel by any type of media including but not limited to print, radio, television, film, visual or audio recordings and any future technology.
- 4.09 To provide relief from poverty, suffering, distress and/or misfortune to the destitute and homeless regardless of race or colour.
- 4.10 To establish and/or support other churches, ministries, missionaries, and mission stations locally or in their overseas activities both practically and spiritually.

POWERS:

- 5.00 For the purpose of carrying out the Objects for **Faith Works International Ltd** – The Outreach in its practical context, it shall have the following powers:
- 5.01 To receive all forms of donations and offerings.
- 5.02 To take any gift of property whether subject to any special trust or not, but subject always to the provisions of clause 6.01, and in such manner as allowed by Law having regard to such trusts;
- 5.03 To make gifts and donations within Australia or overseas;
- 5.04 To make, draw, accept, execute and issue cheques or by electronic media on the bank account of “**The Outreach**”;
- 5.05 To invest surplus funds to accrue interest or appreciate in value, of “**The Outreach**” not required for use in such manner as the Management Committee may see fit;
- 5.06 In furtherance of the objects of “**The Outreach**” to print, publish and distribute (gratuitously or otherwise) any newspapers, periodicals, books or leaflets that the Management Committee may think desirable after approval has been gain from the Parent Entity;
- 5.07 To communicate the Gospel by any type of media including but not limited to radio, television, film, video recordings or audio recordings or any future type of media.

INCOME AND PROPERTY:

- 6.00 The income of “**The Outreach**” whencesoever derived shall be applied solely towards the promotion of the objects as set forth in this document, and no portion thereof shall be paid or transferred directly or indirectly howsoever by way of a profit distribution to the members of the Management Committee.
- 6.01 All real and personal property shall be held in trust by the Parent Entity on behalf of “**The Outreach**”, with the Management Committee having access to its property.

CONTROL:

- 7.00 The control of “**The Outreach**” shall be vested with the President who is the Senior Pastor of the “**The Outreach**” and the Parent Entity.

MANAGEMENT:

- 8.00 The management of “**The Outreach**” shall be the responsibility of the Management Committee which shall consist of a minimum of five persons appointed by the Executive Board, one of whom shall be the Secretary of the Parent Entity or their nominee.
- 8.01 All appointments excluding the President to the Management Committee shall be for one year and shall be reviewed annually.
- 8.02 The office-bearers of “**The Outreach**” shall consist of a President and Secretary / Treasurer.

RETIREMENT FROM THE MANAGEMENT COMMITTEE:

- 9.00 Members of the Management Committee may retire at any time from the Management Committee and are asked that notice of one calendar month be given to the President of the Committee and the Secretary of the Parent Entity in writing of their retirement.

VACANCIES:

- 10.00 The Executive Board may declare at any time the position of any member of the Management Committee to be vacant whereupon that person shall forthwith cease to be a member of the Management Committee.

REMUNERATION OF EMPLOYEES OR MANAGEMENT COMMITTEE MEMBERS:

- 11.00 Any Management Committee member or employee of “**The Outreach**” will be employed by The Outreach under the terms and conditions of employment in force by the Parent Entity.
- 11.01 Such employment and remuneration for employment and associated costs will be dependent upon the availability of sufficient funds for such costs being available in the Bank account of “**The Outreach**” from time to time.
- 11.02 The Management Committee is to effect full reimbursement to the Parent Entity for all such costs of employment of any Management Committee members and/or employees of the Management Committee at the time

payments are made by the Parent Entity, unless waived by the Executive Board.

THE MANAGEMENT COMMITTEE:

- 12.00 The Management Committee shall be responsible and shall make provision for all matters pertaining to the management of “**The Outreach**” including but not limited to:
- (i) the engagement, dismissal and supervision of “**The Outreach**” staff;
 - (ii) the proper and efficient management of “**The Outreach**”;
 - (iii) the supervision of the activities of “**The Outreach**”;
 - (iv) the care and preservation of the property in which “**The Outreach**” is conducted and of property otherwise related to the activities of “**The Outreach**”;
 - (v) the furnishing of any assessment required by the Board on the progress of Sub Committee;
 - (vi) the facilitating, completion and production of an annual report, statement of accounts and budget as required by the Executive Board for presentation at the annual general meeting of the Parent Entity;
 - (vii) the making of rules and guidelines to ensure the highest standards of ministry work is being produced at all times, reflecting the standards, policies and procedures of the Parent Entity with the power to alter, rescind or replace any such rules.

THE PRESIDENT:

- 13.00 The President of “**The Outreach**” shall hold current credentials with Parent Entity and shall be responsible to the Management Committee for the general administration and ongoing operations of “**The Outreach**” and the implementation of the decisions of the Management Committee.
- 13.01 The President of “**The Outreach**” shall be accountable to the Parent Entity and will be responsible for giving regular reports to the executive board of the Parent Entity and attend Parent Entity board meetings.

MEETINGS OF THE MANAGEMENT COMMITTEE:

- 14.00 The Management Committee shall meet at least four times per year or more often if deemed necessary. These meetings will comprise of the AGM and Management Committee meetings.
- 14.01 Meetings of the Management Committee shall be convened by the Secretary, time and places as the Management Committee shall from time to time determine provided however that a meeting shall be convened as soon as possible after a written request to convene a meeting signed by any member of the Management Committee shall have been lodged with the Secretary
- 14.02 At meetings of the Management Committee each member personally present shall be entitled to one vote provided that in the event of an equality of voting the President shall be entitled to exercise a second or casting vote.
- 14.03 The President presides at every meeting of the Management Committee. If

the President has given prior notice of absence, or if the President is not present after the expiration of one hour from the time appointed for the meeting, the meeting is to be adjourned to a later date.

NOTICE OF MEETING:

15.00 At least seven days written notice of all meetings shall be given to each member of the Management Committee unless all members of the Management Committee agree to waive such notice.

15.01 No meeting shall be invalidated or the resolutions thereof rendered void by reason of the accidental omission to give or the failure to receive notice thereof.

QUORUM:

16.00 A quorum for meetings of the Management Committee shall be not less than three persons, one being the President the other being the Secretary of the Parent Entity.

ANNUAL GENERAL MEETING:

17.00 An Annual General Meeting of the Management Committee shall be held prior to the Annual General Meeting of the Parent Entity each year and there shall be presented to the Annual General Meeting a report relating to the activities of “**The Outreach**”, during the preceding year together with a statement of accounts for the preceding financial year and a budget for the current financial year.

APPOINTMENT OF OFFICERS:

18.00 The Management Committee shall at its inaugural General Meeting confirm the appointment of the President and appoint from amongst its members a Secretary and such other officers which have been approved by the Executive Board. This committee shall have the responsibility and consideration for the proper and efficient operation and management of “**The Outreach**”.

FINANCIAL YEAR:

19.00 The financial year shall end in conjunction with the Parent Entity.

FUNDS AND ACCOUNTS:

20.00 Proper books of account shall be kept and will be subject to an audit annually as part of the audit of the Parent Entity.

20.01 All moneys received by or on account of “**The Outreach**” shall be used and applied solely in the promotion of its objects, and shall be deposited into a bank account and all payments other than petty cash items made on account of “**The Outreach**” shall be made by cheque or authorised Bank transfer.

20.02 The bank account shall be operated upon as authorised by the Management Committee and confirmed by the Executive Board, a minimum of two signatories to be use on cheques and withdrawals.

20.03 To compensate the Parent Entity with regard to insurance cover and

bookkeeping expenses “**The Outreach**” will contribute ten (10%) percent of the monthly income to the Parent Entity.

AMENDMENT OF DOCUMENT:

21.00 This document may be amended only by agreement with the Executive Board and the President.

DISSOLUTION:

22.00 That if the activities of “**The Outreach**” Should become dormant, inoperative or inactive for any reason, and/or upon the unanimous agreement of the Management Committee to dissolve “**The Outreach**” all remaining assets after satisfaction of all debts and liabilities of “**The Outreach**” shall remain the property of the Parent Entity.

22.01 Members of the Executive Board reserve the right to cease the activities of “**The Outreach**” should it no longer achieve the purposes and objects that it was established for. The dissolution will be under either of the following terms;

- a) All remaining assets after satisfaction of all debts and liabilities of “**The Outreach**” shall remain the property of the Parent Entity or,
- b) An independent entity to be established with all the assets, debts, liabilities and property currently held in trust, to be transferred to this new entity upon registration.

22.02 In the event that the Parent Entity be dissolved and prior to this decision being taken, “**The Outreach**” shall have the right and opportunity to invoke clause 22.01/b on the Parent Entity.

FORMATION:

23.00 In witness to the execution of these Sub Committee Regulations for “**The Outreach**” the following parties set their hands to this document to be known as the Management Committee for the “**The Outreach**”.

Name: _____
Address: _____

Date of birth: _____
Email: _____
Phone: _____

Signature

Name: _____
Address: _____

Date of birth: _____
Email: _____
Phone: _____

Signature

Name: _____
Address: _____

Date of birth: _____
Email: _____
Phone: _____

Signature

Name: _____
Address: _____

Date of birth: _____
Email: _____
Phone: _____

Signature

Name: _____
Address: _____

Date of birth: _____
Email: _____
Phone: _____

Signature

Dated the..... day of 2017.