



AGM

MARCH 2023

YOU ARE WAY MAKER MIRACLE WORKER
PROMISE KEEPER

YOU ARE WAY MAKER MIRACLE
PROMISE KEEPER

YOUTUBE:

954,852

Minutes watched on our YouTube channel in 2022.

PODCAST:

29,983

Downloads of our Sermon Podcast in 2022.

SUNDAYS:

622

Average participation across all services in fall 2022.



VOLUNTEERS:

272

Active Volunteers up 76% in 2022

ADVENT GOAL:

\$60,000

Was raised to help address the food security of our neighbours!

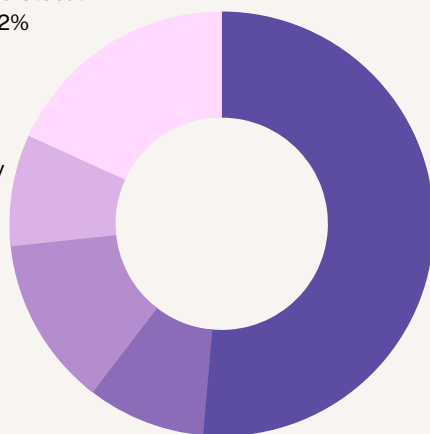
Local and Global
18.2%

Facility
8.5%

Ministry
12.9%

Administration
9%

Personnel
51.4%



2022 EXPENSES

Audited financials will be presented at our AGM in March.

2022

Expenses: \$1,152,480.46 | Donations: \$1,230,157.35

2022 was a year of *firsts* at Commons. If you can remember, we started 2022 online-only but then returned to in-person services early in the year and began the long, slow process of rebuilding familiar habits while creating some new ones along the way.

2022 brought our first in-person Easter celebrations since 2019. Seeing so many recognized faces mixed in with the new was incredible. And then in September, we hosted our first in-person season launch in as many years. The new season nine journals were a big hit, as was the block party we threw that Sunday. Food trucks, an outdoor kid's play area, and a live DJ helped us create a really fun atmosphere to kick off the fall.

At the same time, we have continued to refine our online experience. We didn't make any giant leaps this year, but we tweaked systems and trained new volunteers and created a compelling and sustainable online presence that is reaching a lot of people. We continue to be amazed by those who find us online and choose to call Commons home.

This year we continued to expand the ways we shape community. We launched a brand-new all-Commons Kids curriculum. We are building this in-house to better align with the theology and values of Commons, and it is a huge undertaking. We have mapped out the next three years of curriculum, along with a philosophy and catechism guide, but now our kid's teams find themselves immersed in the work of creating videos and content every week. We have plans to expand this project over time, but I am already so proud of our team's work.

We've also expanded our courses and classes offered here at the church. With Yelena returning from maternity leave in January, we are excited to build on our work with groups and dinners that give expression to the community throughout Commons.

For 2022 we enlarged our Advent goal. Seeing the need in the community, we attempted to address food insecurity in a number of ways and actually exceeded our goal of raising \$60,000 through the month of December. This, on top of all the work we do all year to serve our community and world. In 2022 over 18% of our expenses went outside our doors to serve those outside Commons.

Our audited financial documents and budget will be posted to our website by mid-February. We encourage you to review these documents and register for our Annual General Meeting on March 16, 2023. Details are available at www.commonsonline.church/AGM

On behalf of the staff and board, thank you for all you do to make Commons possible.

A handwritten signature in black ink, appearing to be 'JD' or 'Jeremy Duncan', with a stylized, flowing script.

Jeremy Duncan. Lead Pastor.

Our Financial Officer Michael Wing has prepared your tax receipt. Please contact our bookkeeper at donate@commonsonline.church if you have any questions about your donor profile. You can also log into your profile to print a copy of your receipt from the donation link at www.commonsonline.church/donate

Minutes of the Annual General Meeting (the “Meeting”) Of Commons Church (“Commons”), held on March 17, 2022, from approximately 7:00pm to approximately 7:57pm held via Video conference (Zoom) and in-person at Kensington Commons Church.

MEETING ADMINISTRATION

Confirmation That Notice of Meeting Was Properly Provided

It was determined that notice of the Meeting was properly provided to members, and that the meeting had been properly called.

Appointment of the Chair and Secretary

1. Call to Order – Janice Chan

- Janice welcomed everyone to the meeting.
- Janice encouraged everyone to provide feedback. The board is listening – our goal is to learn more from diverse voices in more diverse places.
- It was determined by the Board that a sufficient number of members have voted to constitute a quorum for the transaction of business at the Meeting.
- 255 members total; 90 activated for 2022: quorum set at 27.
- Janice Chan served as Chair of the Meeting, Jeremy Duncan served as Facilitator and Regina Chan served as Secretary of the Meeting.

2. Lead Pastor’s Report – Jeremy Duncan

Jeremy walked through his Lead Pastors report as outlined in the 2022 package provided to members. Highlights of this past year:

- 2021 was a time of uncertainty. The church engaged in our first publication to encourage connection with the community throughout the week.
- The church continues to be optimistic and careful in our planning and continues to strive to connect with the community in various ways.
- Thank you to the community for their generosity. The church continued to contribute to our local and global partnerships and invested in Indigenous partnerships.
- Jeremy looks forward to our first in-person Easter service this coming season.
- We are entering into season 9 coming up in the Fall. Thank you to everyone for being part of this journey.

3. Financial Report – Michael Wing

Michael Wing provided a brief walk through the Financial Statements for 2021 in the package provided to the members. Highlights of this past year:

- Thank you for everyone’s generosity. In 2021, Commons had 550 individual donors.

- This wide distribution of donors contributed \$1.2 million in donations in 2021. This allowed the church to continue its operations, invest in capital projects and conduct needed repairs on the building.
- The church closed out the year with a \$115K surplus.
- Due to the pandemic, expansion plans under our parish model have been delayed.
- Commons has funds invested conservatively (approximately \$700K is invested into GICs ranging from 3-5 year terms.) Funds are accessible if we need them.

4. Staff Presentations – Introduction by Mita Adesanya, Presentations by Bobbi Salkeld and Scott Wall

Staff provided highlights of their work as contained in the 2022 package provided to the members.

5. New ECC Presidential Nominee and Prayer – Thioni Schafer

6. Amendment to Constitution. See Article IX – Jeremy Duncan

Jeremy walked through the constitutional amendment as outlined in the 2022 package provided to members.

7. Live Question Period

Jeremy Duncan and Janice Chan opened the floor for questions.

Q: How does it work if our pastors are not members of the ECC?

Jeremy: Commons Church is a member church of the ECC. Individual pastors no longer hold licenses with the ECC.

Q: Who is the Charities Directorate?

Jeremy: This is a sub-group of the CRA. They are responsible for ensuring charities utilize funds in accordance with their mandate. The suggestion to amend our constitution came about during an annual filing and review made by the Charities Directorate.

Q: What is the plan for refugees this year?

Jeremy: There is a refugee family that we have worked with who will be sponsoring their relatives. Commons church is holding funds in trust for the new refugee family. Commons will be dispersing money as the family requires.

Commons works with Mennonite Central Committee (MCC) for the refugee settlement program. The MCC is looking at reopening refugee settlement after the pandemic has paused the program. The church is looking into applying for another family to support.

Q: What do we see the future of the online parish look like as things are coming back in person?

Janice: The online parish will continue.

Jeremy: Resources will continue to be provided online. We welcome all those in distant communities to provide feedback to improve the way we pastor remotely.

Q: How is the mentoring position with Langley church?

Jeremy: The church plant has done well. Our financial support will be ending soon. Commons' relationship with the church will continue.

Q: Do we have any delegates going to the ECC conference?

Jeremy: We will be sending board and staff delegates to go to Strathmore. If anyone is interested in being a lay delegate, they are welcome to let us know.

8. Confirmation of Vote Tallies – 52 Total Tally

14 absentee votes cast online ahead of the meeting

6 votes cast on paper ballots on March 17

32 votes cast electronically on March 17

- i. Motion to approve the 2021 AGM Minutes as presented: Motion by Janice Chan, seconded by Jeff Ehmann - unanimous in favour*
- ii. Motion to approve the Audit Report from KMSS for the 2021 financial period: Motion by Janice Chan, seconded by Jeff Ehmann - unanimous in favour*
- iii. Motion to approve the Budget for 2022 as proposed: Motion by Janice Chan, seconded by Jeff Ehmann - unanimous in favour*
- iv. Motion to Amend the Constitution as presented: Motion by Janice Chan, seconded by Jeff Ehmann - unanimous in favour*
- v. Affirmation of Janice Chan to a second term on the Leadership Team – unanimous in favour*
- vi. Affirmation of Michael Wing to a second term on the Leadership Team – unanimous in favour*
- vii. Affirmation of Erik Lottermoser to the Leadership Team – unanimous in favour*

ADJOURNMENT

UPON A MOTION duly made (Lance Blades) and seconded (Rowan Wiebe) and carried unanimously, the meeting was adjourned.

Annual General Meeting - March 16, 2023

Confirmation of Quorum

Confirmation of Recording Secretary: Erik Lottermoser

1. Call to Order - Janice Hsu-Chan

A. Motions are available at commons.church/agm and in your AGM Package. Voting will be conducted online with paper ballots available by request.

2. Lead Pastors Report - Jeremy Duncan

3. Financial Report - Michael Wing

4. Leadership Team Elections - Jeremy Duncan

A. Thanks for outgoing board members

Thioni Shafer

Jeff Ehmann

Regina Chan

B. Nominees

Shahani Kariyawasam (first term)

Lael Campbell (first term)

Jeremy Fehr (first term)

C. Thanks and Prayer for Board Members - Mita Adesanya

5. Staff Presentations Introduction - Erik Lottermoser

A. Bobbi Salkeld

B. Scott Wall

6. Amendments to Constitution and bylaws.

See AGM Documents for details

8. Live Question Period (20 min)

9. Confirmation of Vote Tallies

1. Approval of Minutes from 2022 Meeting.

2. Approval of Audit Report from KMSS.

3. Approval of Budget.

4. Approval of Amendments to Constitution and bylaws.

5. Affirmation of Shahani Kariyawasam to a first term on the Board.

6. Affirmation of Lael Campbell to a first term on the Board.
7. Affirmation of Jeremy Fehr to a first term on the Board.

10. Motion to Adjourn



BOARD NOMINEES 2023

The nomination committee is tasked with receiving nominations, recruiting candidates, interviewing potential nominees, and presenting to the community persons who represent the diversity at Commons and provide the board with the necessary skills, expertise, and spiritual maturity to guide our Church.

The committee has put forward the following names to serve in the upcoming term: **Lael Campbell, Jeremy Fehr, and Shahani Kariyawasam**, each for a first term on the board. We want to thank these individuals for their willingness to serve and for the way they already lead in our community.

Each position is a three year term and board members can serve two consecutive terms before stepping off.

We also want to express our heartfelt gratitude to **Regina Chan, Jeff Ehmann, and Thioni Schafer** who has completed their terms on the board. We are grateful for the wisdom and commitment each have offered to the community, particular in helping to guide us through a challenge last couple years. Thank you.

The nominees are presented on the following pages by alphabetical order.

prepared by: *Krista Marushy, Kristal Hoff, Mita Adesanya, Jeremy Duncan*
Nomination Committee

Lael Campbell: Nominated for a first term



My husband Dave and I have been attending Commons since 2016. I was drawn to the community as I saw it live out its values of 'Intellectually Honest; Spiritually Passionate with Jesus at the Centre'. Being passionate about the table and its role in hospitality and reconciliation, I see commons as a natural fit with my theology and values.

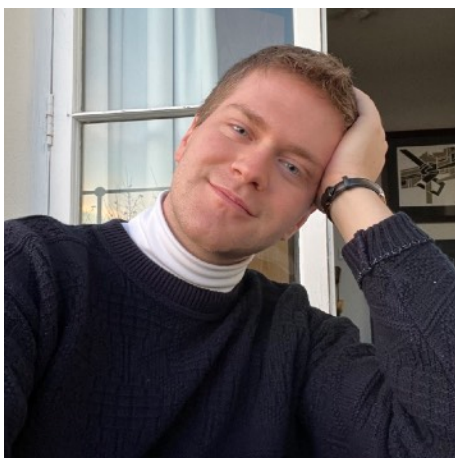
I completed a Masters in Christian Studies at Ambrose Seminary in 2017 and a course in Spiritual Direction from Soulstream in 2018.

Native Newfoundlanders, we've now lived in Calgary for over 35 years. I've worked as an executive assistant in a large energy company and eventually I moved on to be at home with my children and a community volunteer among a wide cross section of new Canadians. Much of that energy was focused on children and young adults in our neighborhood and at the U of C. In the past, I have served on several volunteer committees and boards. My tenure on the Commons board in 2018 was cut short by a move overseas for two and a half years. At that time, I was coordinator for Common's 'Dinner Party Network'.

A lot of my time these days is spent wherever there are newcomers, a table and an opportunity to be creative with local produce and interesting ingredients.

Parents to three adult children, Dave and I are navigating life by undertaking new projects, travel and other pursuits that involve water, mountains, people and food.

Jeremy Fehr: Nominated for a first term



Jeremy Fehr has been attending Commons for three and a half years. After moving from his home town of La Crete, Alberta to Calgary in 2015, Jeremy began working at Mennonite Central Committee. His position here allowed him to facilitate the sponsorship of refugees resettling in Alberta through churches, community groups and family members. It was in this position that Jeremy was able to work with Commons to sponsor and support their first refugee family. Jeremy currently works as an

Educational Assistant at New Heights School, supporting high school students on the Autism spectrum, a job he has thoroughly enjoyed for the last 3 years. In his spare time, Jeremy enjoys playing basketball on the commons rec team, drawing, playing the piano, and spending time with friends and family. Jeremy has always loved and appreciated Commons' thoughtful approach to teaching and the space they hold for anyone walking through their doors. Although Calgary has become home for Jeremy, he has always prioritized making it home to see his family in northern Alberta and continues to stay deeply connected to his Mennonite history.

Shahani Kariyawasam (she/her): Nominated for a first term



I am grateful to my parents for encouraging me to pursue my own path. After exposure to many spiritual journeys, I was led to Jesus through the Inter Varsity Christian Fellowship in Sri Lanka. Many wars and resulting closures of universities there impeded my education. Thirty-four years ago, my then-husband and I chose Calgary as our home because the University of Calgary opened its doors to foreign transfer students. I completed my undergraduate and doctoral degrees in engineering while supporting my family and parents. I chose to work in the Energy industry in the areas of Safety and R&D. This has given me the opportunity to serve in all inhabited continents of the world.

My two children thrived in Calgary and have taken wing to explore their chosen professions of law and medicine. They continue to teach me many aspects of life to which I was blind. My second child is part of the LGBTQ community and has opened my eyes to what many of us were sadly brought up to shun and misunderstand. I believe humans are the same in all aspects that matter.

My partner, Doug, and I serve Commons in the Communion team and in an exceptional home group. We frequently enjoy the Rocky Mountains by hiking and cross-country skiing. I humbly accept the nomination to serve this meaningful community.

Returning Board Members

Returning to the board in 2023 are **Janice Hsu-Chan** (Chair), **Michael Wing** (Finance), **Erik Lottermoser** (Secretary), and **Mita Adesanya**. Full bios for all board members are available at <https://www.common.church/board-members>

STAFF REPORTS 2023

Scott Wall COMMUNITY

It's always an incredible privilege to come to this day each year, and reflect on where we've been. As always, I want to express my gratitude to my incredible staff colleagues, to our board, and to every person who has shared their energy, time, and affection with Commons. I'm still amazed that I get to work in such an empowering and imaginative community.

Here are a couple of highlights from my work in 2022-2023.

First, I've continued to develop and coordinate mid-sized learning opportunities, and it's been so exciting to see these spaces be meaningful for many of you. I was honoured to host an Expanded Theologies course late last spring, exploring often-overlooked perspectives with four practitioners from outside Commons. In addition to that series we've returned to our Theology of Work and Prayer Apprentice offerings that are always well-received, and run a couple of successful short term groups to partner with key teaching series this past year. All of these opportunities have been designed to facilitate more connection across Commons, and it has been so fun to observe the thoughtfulness and welcome of all participants as an expression of our commitment to expansive, Jesus-centred faith. There are more courses and short term groups like these in development, so let's keep learning together.

And second, I have continued my work as a liaison to our international partnerships with International Justice Mission and Hands at Work in Africa. This past year we placed more emphasis on developing stronger, local awareness for the advocacy that Hands at Work does, running events in the spring and fall. This focus will culminate in us sending a small team to Zambia in April, visiting the care workers and children that we support but haven't seen since 2018. You'll learn more this team as an extension of our partnership in the next few weeks — thank you again for all the ways you share this work with us.

Bobbi Salkeld FORMATION

Here are a couple of new initiatives I worked on in 2022 and an update on Commons Youth.

In March 2022, we launched The Commons Newsletter to invite people to dig into big ideas at Commons. Part of this initiative was driven by the need to create connections less dependent on social media algorithms. We want to give people an option to receive updates and spiritual formation content, whether they are following us on Facebook and Instagram or not. We've picked up new subscribers every month, with the current number being 221. The staff team has written about the meaning of liturgical seasons, the identity of Commons, and ministry updates that inspire readers.

A second initiative I had a lot of fun with in 2022 was a Purity Culture Reading Group. I ran the reading group twice due to interest. Each group ran for four weeks and had fifteen people (thirty total) who wanted to consider the harmful effects of purity culture in the church, how they are moving toward healing, and what it looks like to support one another in community. The conversations were lively, profound, and encouraging. In the following months, I've watched the connections made during those reading groups take shape outside facilitated spaces.

Finally, in 2022 youth at Commons grew. Junior high kids continued to meet on Sundays during the 10:30 service teaching time. Senior high students were encouraged to stay in the service on Sundays, with an added midweek gathering on Wednesdays. At the end of the year, we said goodbye to Larissa Amour, who moved on to pursue different work in the city. We are so grateful for how Larissa shaped ministry and pastored Commons Youth over the five years she was on the staff team.

What follows is an update on Commons Youth from **Alexandra Chubachi**.

Senior High youth continues to meet on Wednesday evenings and is led by me (Alexandra Chubachi), while Junior High meets during the 10:30 service on Sundays and is led by Braeden Wolf and Rachel Tita. On the last Wednesday of every month we have a combined group; it's been a great way to connect as a team and larger group. In February, we did a Shrove Tuesday/Ash Wednesday event and planned to bring in a weekly donation throughout Lent (Canned goods, loose change). It feels significant to connect with the rhythms of the broader church community and open up discussion for how the youth can connect with God in their every day.

Yelena Pakhomova GROUPS

After being on maternity leave for 12 months, it feels fitting to begin by quickly introducing myself. My name is Yelena, and the journey that eventually brought me to Commons started years ago in Kazakhstan, continued in Vancouver, BC, and then took the form of my joining the pastoral team here in 2018.

I serve Commons as a community pastor, and it gives me profound joy to help people find belonging and develop meaningful relationships in the community. Much of my work happens in the background, in the interweaving of our connections and interactions as a community outside of Sunday worship.

I am profoundly grateful to Laura Thiessen and Scott Wall, who jointly carried my responsibilities in 2022. One of the things that we discovered over the past year is that there is a need for short-term groups that meet around a specific theme for a limited time. These groups were well-attended, and the constraints of theme and time allowed for a more intentional and focused connection.

Two of my personal highlights from the past year included having my baby baptized on Palm Sunday and me jumping back in to preach a sermon in July.

Looking ahead, these are the things where I would like to invest my energy:

- Leaning into the potential of short-term groups
- Helping start new groups and community initiatives
- Working with our local partners
- Strengthening our small group leaders coaching
- Bringing my voice to Sunday services and groups curriculum

I am also very excited to bring Commons Dinners back, build a network of potential hosts, and explore other ways we can connect people over meals

It feels good to return to my work in this post-pandemic season when all of us are reassessing what kind of community we want to shape around us.

With deep gratitude for how we get to bring our full selves here.

Kevin Borst WORSHIP ARTS

A quick introduction of myself and my role here at Commons. My wife Alyssa and I have a three year old and a one year old, we love our little family. I have had the honor of working here at Commons since it began in 2014. My role here at Commons is Worship & Creative Pastor. This means I oversee our creative teams (music, production, and more) and the worship experience for our church community.

In so many ways 2021 felt like a rebuilding year. Now 2022 felt more stable and a year where we could step into the new community that God is building at Commons.

In 2022 I had the blessing of seeing our creative teams grow in relationships and abilities. There is a deeper connection I see in these teams, a care and love for one another. Their creative abilities have reached new heights as they reach towards a common goal of creating a space of worship for our community.

Our Production Team grew in their craft by refining their skills and reviewing our systems that create our audio video experience on a Sunday, all while growing closer to one another and helping each other develop. Our Music Team took a step forward in their musicianship. They narrowed in on the sound we want to achieve and took positive steps to work towards it. The team also successfully removed the need for music stands on our stage to bring our attention towards our presence while on stage. These are incredible teams and I am really blessed to work alongside them.

In 2022 we saw a shift back to higher attendance in the room compared to online, so a major project that was a focus of mine was moving our online experience to a stable position that required less volunteer and staff management on a Sunday. We invested in upgrades to our stage lighting to ensure our stage was lit well for not only in the room but for cameras. We had a major upgrade to our audio for the livestream, separate from our audio mix in the room we created a dedicated mix for the livestream. Our cameras are on robots now that can be remotely controlled from our video booth. Often running a camera broadcast needs several people to pull off, with the use of macOS we've been able to create a system that can be operated by one volunteer. Through all of these changes we have been able to bring our livestream setup to a space of excellence and stability moving forward.

Every Sunday here at Commons is an incredible moment of worship and looking at 2023 and beyond I am excited to see God growing our culture of worship.

Ashley Hill COMMONS KIDS

2022 was an exciting year for Commons Kids! The year started with a gradual return to in person services and the introduction of three valuable team members: Alexandra Chubachi, Patricia Chan and Lyna Markos. As the year progressed, we as a team made some impactful changes to the programming and the overall ethos to Commons Kids. We wanted our children's programming to be reflective of the Commons teaching in the larger community, and we felt that it was time to start creating our own curriculum. Whoa! This was a big undertaking for our team as we wanted to start our ninth season at Commons using our new curriculum. Creating new videos each week for the curriculum has been one of my favourite things about this year. While I am very happy with how we started in September, each week we are learning how to make our videos more engaging and accessible to kids and families.

Another one of our goals for 2022 was to establish more communication and transparency for parents and caregivers. We have committed to communicating to parents through a parent weekly email and posting our lesson plans and curriculum on our website ahead of Sunday services so parents can be involved with what their child is learning. What I loved most about 2022 and continue to love in 2023 is connecting with these amazing kids! Each one of them is uniquely and lovingly created by God. Thank you parents and caregivers for your trust and letting us get to know them. I am very excited to see what 2023 will bring!

Commons Church

**Financial Statements
December 31, 2022**

Independent Auditors' Report

To: The Board Members of **Commons Church**

Qualified Opinion

We have audited the financial statements of Commons Church (the "Church"), which comprise the statement of financial position as at December 31, 2022 and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Church as at December 31, 2022, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Qualified Opinion

In common with many not-for-profit organizations, the Church derives revenue from donations the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the Church. Therefore, we were not able to determine whether any adjustments might be necessary to donation revenue, excess of revenues over expenses, and cash flows from operations for the years ended December 31, 2022 and 2021, current assets as at December 31, 2022 and 2021, and net assets as at January 1 and December 31, for both the 2022 and 2021 years. Our audit opinion on the financial statements for the year ended December 31, 2021 was modified accordingly because of the possible effects of this limitation in scope.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Church in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged With Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Church's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Church or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Church's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial

Independent Auditors' Report (continued)

statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Church's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Church's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Church to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance, regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



February 14, 2023
Calgary, Alberta

Chartered Professional Accountants

Commons Church
Statement of Financial Position

As at December 31,

2022

2021

	General Fund	Local and Global Development Fund	Refugee Resettlement Fund	Capital Fund	Total	Total
Assets						
Current assets						
Cash	\$ 567,538	\$ 5,114	\$ 167	\$ 18,217	\$ 591,036	\$ 442,144
GIC investments (note 4)	-	-	-	22,685	22,685	-
GST receivable	5,618	-	-	-	5,618	8,276
Prepaid expenses	6,351	-	-	-	6,351	5,282
	579,507	5,114	167	40,902	625,690	455,702
GIC investments (note 4)	-	-	-	704,130	704,130	724,076
Capital assets (note 5)	-	-	-	452,902	452,902	467,355
	\$ 579,507	\$ 5,114	\$ 167	\$ 1,197,934	\$ 1,782,722	\$ 1,647,133
Liabilities and Net Assets						
Current liabilities						
Accounts payable and accrued liabilities	\$ 64,416	\$ -	\$ -	\$ -	\$ 64,416	\$ 19,281
Net assets						
Unrestricted	515,091	-	-	-	515,091	381,357
Invested in capital assets	-	-	-	452,902	452,902	467,355
Internally restricted	-	5,114	-	745,032	750,146	741,356
Externally restricted	-	-	167	-	167	37,784
	515,091	5,114	167	1,197,934	1,718,306	1,627,852
	\$ 579,507	\$ 5,114	\$ 167	\$ 1,197,934	\$ 1,782,722	\$ 1,647,133

Approved on behalf of the Board:

 Director

 Director

Commons Church

Statement of Operations

Year ended December 31,

2022

2021

	General Fund	Global Development Fund	Refugee Resettlement Fund	Capital Fund	Total	Total
Revenues						
Contributions	\$ 1,055,065	\$ 175,092	\$ -	\$ -	\$ 1,230,157	\$ 1,221,852
Rental	12,775	-	-	-	12,775	9,213
Interest income	6,255	-	-	-	6,255	3,599
	<u>\$ 1,074,095</u>	<u>\$ 175,092</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,249,187</u>	<u>\$ 1,234,664</u>
Expenses						
Salaries and wages	\$ 592,358	\$ -	\$ -	\$ -	\$ 592,358	\$ 571,711
Local and global development costs	-	172,389	-	-	172,389	173,308
Supplies	150,047	-	-	-	150,047	132,785
Amortization	-	-	-	51,071	51,071	50,031
Professional fees and licenses	41,638	-	-	-	41,638	35,745
Refugee resettlement costs	-	-	37,617	-	37,617	13,588
Banking and finance charges	22,200	-	-	-	22,200	24,036
Staffing costs and expenses	20,915	-	-	-	20,915	7,049
Social event, volunteer and rentals	18,875	-	-	-	18,875	6,076
Repairs and maintenance	14,518	-	-	-	14,518	74,499
Insurance	13,542	-	-	-	13,542	11,085
Utilities	13,431	-	-	-	13,431	12,161
Advertising, promotion and honorariums	5,732	-	-	-	5,732	1,958
Operating lease	1,481	-	-	-	1,481	944
	<u>\$ 894,737</u>	<u>\$ 172,389</u>	<u>\$ 37,617</u>	<u>\$ 51,071</u>	<u>\$ 1,155,814</u>	<u>\$ 1,114,976</u>
Other						
Loss on disposal of assets	-	-	-	(2,919)	(2,919)	(4,030)
Excess (deficiency) of revenues over expenses	<u>\$ 179,358</u>	<u>\$ 2,703</u>	<u>\$ (37,617)</u>	<u>\$ (53,990)</u>	<u>\$ 90,454</u>	<u>\$ 115,658</u>

See accompanying notes to the financial statements

Commons Church

Statement of Changes in Net Assets

Year ended December 31,

2022

	General Fund	Local and Global Development Fund	Refugee Resettlement Fund	Capital Fund	Total
Balance, beginning of year	\$ 381,357	\$ 2,411	\$ 37,784	\$ 1,206,300	\$ 1,627,852
Excess (deficiency) of revenues over expenses	179,358	2,703	(37,617)	(53,990)	90,454
Board approved interfund transfers	(45,624)	-	-	45,624	-
Balance, end of year	\$ 515,091	\$ 5,114	\$ 167	\$ 1,197,934	\$ 1,718,306

2021

	General Fund	Local and Global Development Fund	Refugee Resettlement Fund	Capital Fund	Total
Balance, beginning of year	\$ 364,033	\$ 7,761	\$ 16,872	\$ 1,123,528	\$ 1,512,194
Excess (deficiency) of revenues over expenses	200,657	(17,350)	(13,588)	(54,061)	115,658
Board approved interfund transfers	(183,333)	12,000	34,500	136,833	-
Balance, end of year	\$ 381,357	\$ 2,411	\$ 37,784	\$ 1,206,300	\$ 1,627,852

See accompanying notes to the financial statements

Commons Church

Statement of Cash Flows

Year ended December 31,	2022	2021
Operating activities		
Excess of revenues over expenses	\$ 90,454	\$ 115,658
Items not affecting cash		
Amortization	51,071	50,031
Loss on disposal of assets	2,919	4,030
Reinvestment of interest income	(2,739)	(1,657)
	<u>141,705</u>	<u>168,062</u>
Changes in non-cash working capital items		
GST receivable	2,658	(2,221)
Prepaid expenses	(1,069)	(958)
Accounts payable and accrued liabilities	45,135	2,841
	<u>188,429</u>	<u>167,724</u>
Investing activities		
Purchase of capital assets	(53,667)	(136,232)
Proceeds on disposition of capital assets	14,130	3,000
Net purchase of GICs	-	(700,000)
	<u>(39,537)</u>	<u>(833,232)</u>
Increase (decrease) in cash	148,892	(665,508)
Cash, beginning of year	<u>442,144</u>	<u>1,107,652</u>
Cash, end of year	<u>\$ 591,036</u>	<u>\$ 442,144</u>

See accompanying notes to the financial statements

Commons Church

Notes to the Financial Statements

December 31, 2022

1. Nature of operations

Commons Church (the “Church”) is an intellectually honest, spiritually passionate community that takes Jesus seriously. The ongoing operations of the Church are dependent on the continued donation support of its congregation. The Church is a registered charity within the meaning of the Income Tax Act (Canada) and is exempt from paying income taxes.

2. Basis of presentation

These financial statements have been prepared in accordance with Canadian generally accepted accounting principles, specifically Canadian accounting standards for not-for-profit organizations (“ASNFPO”).

3. Significant accounting policies

(a) Cash and cash equivalents

The Church considers all investments with maturities of three months or less at the date of acquisition to be cash equivalents.

(b) Fund accounting

The Church accounts for its activities using the following funds:

General Fund

The General Fund reports unrestricted revenues and reflects all ministry and administrative activities other than those of the Capital, Local and Global Development and Refugee Resettlement Funds.

Capital Fund

The Capital Fund reflects the activities related to capital assets.

Local and Global Development Fund

The Local and Global Development Fund reflects restricted resources that are to be used for benevolent, local, national and international mission purposes.

Refugee Resettlement Fund

The Refugee Resettlement Fund reflects restricted resources that are to be used for the resettlement of government approved refugees.

Commons Church

Notes to the Financial Statements

December 31, 2022

3. Significant accounting policies, continued

(c) Measurement of financial instruments

The Church initially measures its financial assets and financial liabilities at fair value and subsequently at amortized cost.

Financial assets measured at amortized cost include cash and GIC investments. Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

Financial assets measured at amortized cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in the statement of operations for the applicable fund. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in the statement of operations for the applicable fund.

(d) Capital assets

Capital assets are recorded at cost. The Church provides for amortization using the declining balance method at various rates designed to amortize the cost of the capital assets over their estimated lives. A half year's amortization is recorded in the year of acquisition other than computer software. No amortization is recorded in the year of disposal. The annual amortization rates are as follows:

Building	5%
Furniture and fixtures	20%
Vehicles	30%
Computers	55%

The Church records a write-down when capital assets no longer contribute to the Church's ability to provide a service or when the value of the future economic benefits or service potential associated with it is less than its net carrying amount. The excess of the asset's net carrying amount over its fair value or replacement cost is recognized as an expense in the statement of operations for the applicable fund. Previous write-downs are not reversed.

(e) Revenue recognition

The Church follows the restricted fund method of accounting for contributions.

Restricted contributions are recognized as revenue of the appropriate restricted fund when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Restricted contributions related to general operations for which no restricted fund exists are recognized as revenue of the General Fund in the year in which the related expenses are incurred.

Unrestricted contributions are recognized as revenue of the General Fund in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Commons Church

Notes to the Financial Statements

December 31, 2022

3. Significant accounting policies, continued

(f) Contributed materials and services

The Church records the value of contributed materials and services only when a fair value can be reasonably estimated and when the materials and services are used in the normal course of the Church's operations and would otherwise have been purchased.

The Church is dependent on the services of many volunteers on an operational basis. Due to the difficulty of determining their fair value, volunteer services are not recognized in the financial statements.

4. Guaranteed Investment Certificates ("GICs")

During the year the Church held eight (2021 – eight) GICs with interest rates at 0.50% to 1.40% (2021 – 0.50% to 1.40%) with maturity dates between March 2023 and August 2026.

5. Capital assets

	2022		
	Cost	Accumulated Amortization	Net Book Value
Land	\$ 2,000	\$ -	\$ 2,000
Building	560,925	244,719	316,206
Furniture and fixtures	312,539	186,128	126,411
Computer	37,715	30,190	7,525
Vehicles	3,725	2,965	760
	\$ 916,904	\$ 464,002	\$ 452,902
	2021		
	Cost	Accumulated Amortization	Net Book Value
Land	\$ 2,000	\$ -	\$ 2,000
Building	548,208	228,410	319,798
Furniture and fixtures	310,868	179,297	131,571
Computer	38,485	25,585	12,900
Vehicles	3,725	2,639	1,086
	\$ 903,286	\$ 435,929	\$ 467,355

6. Financial instruments

Market Risk

The Church is exposed to the risk that the fair value of its GIC investments that bear interest at a fixed rate will fluctuate because of changes in the market rate of interest.

The Church is not exposed to any significant credit or liquidity risk.

Proposed Budget: COMMONS CHURCH 2023

		2022 Budget	2023 Budget	Category
▼ Income				
	4-1110 Contributions - Receipted	1,025,000.00	1,150,000.00	Income
	4-1120 Contributions - Non-receipted	2,500.00	2,600.00	Income
	4-1140 Contributions - Registered Charities	25,000.00	30,000.00	Income
	4-2100 Rental revenue	5,000.00	20,000.00	Income
	4-4100 Fundraising contributions	0	14000.00	Income
	TOTAL INCOME	1,057,500.00	1,216,600.00	Income
▼ Personel				
	5-1100 Salary, wages & benefits	570,500.00	632,400.00	Personel
	TOTAL PERSONEL	570,500.00	632,400.00	Personel
▼ Admin				
	5-1300, 1500, 1550, 1600, 2540 Staff development	9,500.00	14,850.00	Admin
	5-2100, 2120 Bank charges - card processing	22,750.00	23,250.00	Admin
	5-2130, 2170, 2180 Office Expense	11,200.00	10,400.00	Admin
	5-2135 GST Expense	7,000.00	5,000.00	Admin
	5-2150 Software fees and licenses	20,500.00	24,000.00	Admin
	5-2160 Insurance	10,500.00	14,500.00	Admin
	5-2190, 2195 Professional and legal fees	15,500.00	14,500.00	Admin
	TOTAL ADMIN	96,950.00	106,500.00	Admin
▼ Facility				
	5-2300 Repair and maintenance	25,000.00	10,000.00	Facility
	5-2310 Capital purchases	50,000.00	49,000.00	Facility
	5-2320, 2350, 2390 Grounds, Facility, Custodial	28,000.00	34,500.00	Facility
	5-2330, 2335 Facility, Storage, Vehicle Rental	5,500.00	7,000.00	Facility
	5-2340 Utilities	12,500.00	14,000.00	Facility
	TOTAL FACILITY	121,000.00	114,500.00	Facility
▼ Ministry				
	5-2400 Social events	8,000.00	10,000.00	Ministry
	5-2405 Barista and coffee supplies	12,500.00	14,000.00	Ministry
	5-2410 Sunday events	30,000.00	36,000.00	Ministry
	5-2430 Meals and entertainment	2,800.00	6,000.00	Ministry
	5-2435 Advertising and promotion	5,000.00	7,500.00	Ministry
	5-2440 Educational supplies and resources	26,000.00	24,000.00	Ministry
	5-2445, 2450, 2460 Children, Youth, Volunteer	15,250.00	14,000.00	Ministry
	5-2465 Production Equipment	18,000.00	18,000.00	Ministry
	5-2470 Production Costs	12,000.00	12,500.00	Ministry
	5-2480,2490 Honorariums, Contracts	4,500.00	9,700.00	Ministry
	TOTAL MINISTRY	134,050.00	151,700.00	Ministry
▼ Development				
	5-4000, 4050 Registered charities, Partners	100,000.00	95,000.00	Development
	5-4100 Benevolence	12,500.00	24,000.00	Development
	5-4200 Refugee resettlement costs	20,000.00	0.00	Development
	5-4300 Short Term Teams	0.00	20,000.00	Development
	5-4400 Local Global events	2,500.00	2,500.00	Development
	TOTAL MISSION	135,000.00	141,500.00	Development
▼ Total				
	BALANCE	\$ 0.00	\$ 70,000.00	Total
	TOTAL EXPENSE	\$ 1,057,500.00	\$ 1,146,600.00	Total



LIST OF CREDENTIAL HOLDERS 2023

Jeremy Duncan
Yelena Pakhomova
Bobbi Salkeld
Scott Wall

PROPOSED CHANGES

There are a number of clerical updates being proposed this year.

A. Article I of the constitution states:

“The name of the church shall be THE EVANGELICAL COVENANT CHURCH OF CALGARY, hereafter referred to as “the Church”. The name of the denominational affiliation is Evangelical Covenant Church in Canada, hereafter referred to as “ECCC”.”

Therefore all subsequent references have been adjusted to reflect this standard.

B. Article II of the constitution states:

"The Church is a member of the ECCC and is pledged to work in harmony with the Covenant and its decisions and to support its program, policies and institutions (ministries)."

The “program, policies and institutions (ministries)” of both Commons Church and the ECCC can shift over time and may not always align. Therefore this has been changed to “affirmations” which are a fixed point of relational agreement between our church and denomination and are already explicitly referenced in By Laws Article II Section 1, Article III Section 2 and delineated in By Laws Article III Section 8.

The affirmations of the ECCC are as follows:

We affirm the centrality of the word of God.

We affirm the necessity of the new birth.

We affirm a commitment to the whole mission of the church.

We affirm the church as a fellowship of believers.

We affirm a conscious dependence on the Holy Spirit.

We affirm the reality of freedom in Christ.

C. Article VII of the constitution states:

“The designated officers of this church shall be a chair, vice-chair, a secretary and a financial officer/treasurer. All officers shall be members of the Leadership Team.”

While Leadership Team is our preferred title, it is not recognized by the Charities Directorate and therefore we are required to issue documents from the “Leadership Team (the Board of Directors)” on official correspondence.

Therefore all references to the “Leadership Team” have been replaced with “Board of Directors” for clarity.

D. Article II Section 2 of the By Laws states:

“Staff are not eligible for voting positions on the Leadership Team but may be invited by the team to meetings as necessary.”

This has been changed to:

“The Board of Directors shall have the option to appoint additional members of the staff to the board as non-voting members.”

This has been done so that the board can appoint a staff representative as a full board member alongside the Lead Pastor to help ensure honest and transparent communication between employee and governance roles within the church. Both the Lead Pastor and any appointed staff persons are non-voting in board decisions.

- E. A new Section 11 has been added to Article II of the By Laws. Indemnification of directors is a best-practice for non-profits and protects those who serve in the community in this way. Indemnification does not extend to any wrong doing on the part of directors.

Section 11: Indemnification

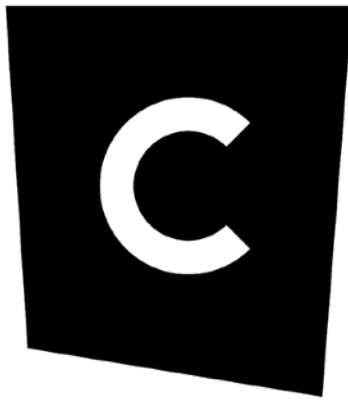
The Church will maintain liability insurance for all directors. The Church agrees to cover the cost of compensatory or punitive damages beyond what is covered by the insurer resulting from civil actions based on the director's actions or inactions in his or her capacity as a director. This protection extends to actions arising from committee work as designated in the bylaws. This does not apply to legal action that results from directors' or officers' own willful neglect, default or illegal acts.

- F. Article IV Section 7 of the By Laws states:

“Charges against a Pastor shall be submitted in writing to the Leadership Team – charging a Pastor with indiscretion, immorality, intentional instruction of false doctrine, unethical behaviour, or disloyalty to the Evangelical Covenant Church (Matthew 18: 15-18). If in the discernment of the Leadership Team of the Church there is substance to the charges, the case shall be referred to the Regional Conference Superintendent.”

The phrase “or disloyalty to the Evangelical Covenant Church” has been removed because our pastors are not required to maintain credentials with the Evangelical Covenant Church and because our relationship as a church is to the Evangelical Covenant Church of Canada or the ECCC which is a separate organization.

CONSTITUTION AND BY-LAWS of COMMONS CHURCH



Previously approved by the membership March 11, 2020.

Amendments approved by the membership March 17, 2022.

CONSTITUTION for THE EVANGELICAL COVENANT CHURCH OF CALGARY

Preamble

[An historical statement from the Preamble of the Constitution and Bylaws of the Evangelical Covenant Church as adopted by the Evangelical Covenant Church in 2002]

The Evangelical Covenant Church is a communion of congregations gathered by God, united in Christ, and empowered by the Holy Spirit to obey the great commandment and the great commission. It affirms its companionship in faith with other church bodies and all those who fear God and keep God's commandments

The Evangelical Covenant Church adheres to the affirmations of the Protestant Reformation regarding the Bible. It confesses that the Holy Scripture, the Old and New Testament is the Word of God and the only perfect rule for faith, doctrine and conduct. It affirms the historic confessions of the Christian Church, particularly the Apostles' Creed and Nicene Creed while emphasizing the sovereignty of the Word of God over all creedal interpretations.

In Continuity with the renewal movements of historic Pietism, the Evangelical Covenant Church especially cherishes the dual emphasis on new birth and new life in Christ, believing that personal faith in Jesus Christ as Savior and Lord is the foundation for our mission of evangelism and Christian nurture. Our common experience of God's grace and love in Jesus Christ continues to sustain the Evangelical Covenant Church as an interdependent body of believers that recognizes but transcends our theological differences.

The Evangelical Covenant Church celebrates two divinely ordained sacraments; baptism and the Lord's Supper. Recognizing the reality of freedom in Christ and in conscious dependence on the work of the Holy Spirit, we practice both the baptism of infants and believer baptism. The Evangelical Covenant Church embraces this freedom in Christ as a gift that preserves personal conviction, yet

guards against an individualism that disregards the centrality of the Word of God and the mutual responsibilities and disciplines of the spiritual community.

The Evangelical Covenant Church has its' roots in historical Christianity, the Protestant Reformation, the biblical instruction of the Lutheran Church of Sweden and the great spiritual awakenings of the eighteenth and nineteenth centuries. These influences together with more recent North American renewal movements continue to shape its development and distinctive spirit. The Evangelical Covenant Church is committed to reaching across boundaries in the cultivation of communities of life and service.

THE EVANGELICAL COVENANT CHURCH OF CALGARY is an Evangelical Covenant Church located in Calgary, Alberta, Canada. This document, which is in harmony with the above preamble, is the Constitution and Bylaws of THE EVANGELICAL COVENANT CHURCH OF CALGARY.

ARTICLE I

Name

The name of the church shall be THE EVANGELICAL COVENANT CHURCH OF CALGARY, hereafter referred to as “the Church”. The name of the denominational affiliation is Evangelical Covenant Church in Canada, hereafter referred to as “ECCC”.

ARTICLE II

Affiliation

The Church is a member of the ECCC and is pledged to work in harmony with the Covenant and its ~~decisions and to support its program, policies and institutions~~ (ministries)affirmations.

ARTICLE III

Confession of Faith

The Church believes in the Holy Scriptures, the Old and New Testaments, as the Word of God and the only perfect rule for faith, doctrine and conduct.

ARTICLE IV

Purpose

We have a conviction that the Creator God is at work to heal and remake the whole world through the person of Jesus Christ and the work of the Spirit. Our mission then, is to join with God in the renewal of all things— agents of reconciliation in our homes, our neighbourhoods, our careers, and city through the work of God in us.

ARTICLE V

Membership

Membership in The Church is granted as provided in the Bylaws to those who profess trust in our Lord Jesus Christ and desire to live a Christian life, promise to faithfully support the mission, ministries and policies of the Church, and to share in its fellowship and obligations.

ARTICLE VI

Governance

The authority of the government of the Church is vested in its membership acting through duly called congregational meetings. The management, administration and oversight of business and spiritual affairs are delegated by the congregation to appropriate leadership as delineated in the Bylaws. All elected leadership specified in the Bylaws shall be members of the church.

ARTICLE VII

Officers

The designated officers of this church shall be a chair, vice-chair, a secretary and a financial officer/treasurer. All officers shall be members of the **Leadership Team Board of Directors**.

ARTICLE VIII

Congregational Meetings

An Annual Congregational Meeting shall be as near the first of the fiscal year as feasible. At the annual meeting, written progress reports shall be submitted by the Lead Pastor and by various ministry teams as deemed necessary by the **Leadership Team Board of Directors**. The treasurer shall submit reports on an independent review

of financial records for the Church and each of its organizations. Election for Offices shall be held. The church budget shall be submitted for action.

Additional congregational meetings shall be held as necessary. Items as required by the Constitution and Bylaws shall be submitted for congregational action.

ARTICLE IX

1. The congregation shall hold title to its' own assets. No person shall profit from any real, personal, or mixed properties held by the Church. The organization will be carried on without purpose of gain for its members, and any profits or other gains to the organization shall be used in promoting its purposes.
2. In the event of a schism within the Church, in which there are competing claims to the assets by various factions of the Membership, the title of all church property, real or personal, shall remain with the group that abides by the Constitution and Bylaws as determined by the Leadership Board of The ECCC.
3. No action for the sale or transfer of assets may be taken when the closure of the church is under consideration without the prior approval of the Leadership Board of The ECCC.
4. In the event of dissolution, or the congregation votes cease, the property and all assets of this church shall become the property of The ECCC. In the event that at a time of dissolution The ~~Evangelical Covenant Church of Canada~~ECCC is no longer a qualified donee, the organization will distribute or dispose of its remaining property to other organizations that are qualified donees as determined by the Leadership Board.

ARTICLE X

Amendments

Amendments in harmony with this Constitution and not in conflict with the **Evangelical Covenant Church** ECCC principles and policies may be adopted by a two-thirds vote of those members present and voting in an annual meeting of the congregation, providing the proposed amendment(s) was presented in written form to all members at least 1 month prior to the annual meeting date.

Articles IX and X may be amended only with the approval of the Leadership Board of The ECCC.

BYLAWS for THE CHURCH

ARTICLE I

Membership

Section 1: Preamble

We are all part of community the moment we walk in the door and choose to be part of the collective conversation. However, at an organizational level Membership is needed in order to help make collective decisions and provide proper accountability and support for our leadership.

In that light, every Member is given a voice in the unfolding vision and direction of our community and is expected to model a vibrant and ongoing relationship with Christ and our local church.

Section 2: Responsibilities

The following ideas help us better understand the role of a member.

Together we:

- a. teach new participants about our community (Mission, Vision, Values) and those new to faith about basic Christian Theology (see affirmations section).

b. lead by countering negative talk with positive conversation, by courageously addressing concerns in a healthy way with leadership, and by actively involving ourselves in the work it takes to run a church.

c. contribute financially so that the community remains financially sustainable. We don't teach a particular measure in terms of our financial giving but we aspire to be generous people.

d. take an active role in helping to measure the health and productivity of our leaders (through open, honest conversation) and the effectiveness of our worship experiences and communication strategies (through in-seat surveys).

e. commit to pray for wisdom in our leadership, discernment concerning the specific will of God for our Church, and the courage to fulfill our mission in the city.

f. take personal responsibility to study the scriptures in order to stay growing in our own faith and to better understand what it means to be a follower of Jesus.

g. expect the church to be committed to individuals. We are in this for the long haul and that means that when we see areas for growth in each other we can name them and challenge each other, in love, without the shadow of judgement or condescension.

h. trust our leadership to be accessible. Church is more than sermons and information, it is community. Leadership can't be the beginning and ending of this process but we expect the pastoral staff to make a conscious effort to be available outside church for the rhythms of care and conversation.

Section 3: Admission into Membership

1. Application for Membership

Upon completion of a membership class, persons desiring to apply for membership shall submit their application to the **Leadership Team Board**

of Directors. As part of the membership class applicants shall give testimony to personal faith in Jesus Christ. Upon completion of such, the Leadership Team Board of Directors will review and approve new members.

2. Reception

Applicants who are received into membership of the church shall be welcomed at the next congregational meeting of The Church.

Section 4: Children and Youth

Children and Youth have a significant place in the life of The Church. The church shall seek to nurture each individual, regardless of age, toward spiritual maturity in Jesus Christ. Members must be at least 16 years of age.

Section 5: Membership Renewal

1. Renewal

Active status must be renewed yearly. Members must renew their active status at any point in the 12 months prior to the Annual General Meeting in order to be able to vote at said meeting. Active status renewal can be done either in written application or by email. Renewal forms will be available during public gatherings and the designated email address will be publicized two months prior to any regularly scheduled congregational meeting. There is no cost to become a member or to renew active status.

2. Active Members

To be Active, a member must be a regular attendee of The Church and participate in the ministry of the church in keeping with their gifting and health as determined by the Leadership Team Board of Directors at the point of renewal. All Active members have voting privileges. The Leadership Team Board of Directors may present a list of the Active and Inactive members where appropriate.

3. Inactive Members

Members who do not renew active status automatically move to inactive status. Inactive members will remain part of church contact lists and be informed of all congregational meetings unless they request to be removed from the membership role. Inactive members will not have voting privileges. Inactive members can renew their active status at any point within five years of moving to inactive status. The ~~Leadership Team~~**Board of Directors** may present a list of the Active and Inactive members where appropriate.

Section 6: Discipline and Care

Any member known to err in doctrine or conduct shall be given spiritual care and direction as outlined in Matthew 18: 15-18 and Galatians 6:1. The goal is always to achieve a loving restoration of the one who has stumbled. Any member having knowledge of such error shall, in the spirit of Christian love and where they are comfortable, seek to restore the erring member. If the individual fails to heed the counsel of restoration, the ~~Leadership Team~~**Board of Directors** shall listen to the full issue and make a decision regarding the status of membership. Any decision made by the ~~Leadership Team~~**Board of Directors** requires a two-thirds vote of all current ~~Leadership Team~~**Board of Directors** members.

Section 7: Transfer of Member

Any member desiring to transfer or withdraw from membership shall make such a request in writing to the ~~Leadership Team~~**Board of Directors**. The Pastor shall issue Letter(s) of transfer.

Section 8: Recording

The names of those joining and terminating membership shall be duly recorded and reported at the next Congregational Meeting following the action.

Section 9: Non-member Friends

Non-member church friends shall be considered a part of the total constituency of The Church family. The church and its' Pastor shall serve them in their spiritual needs, and they shall be encouraged to consider this their church home and to move in commitment towards membership. Non-member church friends shall have a voice, but no voting privileges at Congregational Meetings.

ARTICLE II

~~Leadership Team~~Board of Directors

Section 1: Purpose

The ~~Leadership Team~~Board of Directors shall be responsible for building, maintaining and overseeing the spiritual welfare of the congregation and overseeing all ministries and business affairs of the church.

The ~~Leadership Team~~Board of Directors shall govern with an emphasis on (a) biblically-based integrity and truthfulness in all methods and practices, (b) visionary leadership rather than administrative management, (c) clear distinction of ~~Leadership Team~~Board of Directors and Lead Pastors roles, (d) collective rather than individual decisions, (e) future rather than past or present focus, and (f) pro-activity rather than reactivity.

Accordingly, the ~~Leadership Team~~Board of Directors is accountable to Jesus Christ, who is the Head of the Church, and to The Church community. The ~~Leadership Team~~Board of Directors recognizes the affirmations of the ECC.

Section 2: Composition

The ~~Leadership Team~~Board of Directors shall be comprised of not less than five and not more than nine members, plus the Lead Pastor (non-voting).

~~Staff are not eligible for voting positions on the Leadership Team but may be~~

~~invited by the team to meetings as necessary.~~ The Board of Directors shall have the option to appoint additional members of the staff to the board as ~~non-voting members~~. Immediate family members (spouses, parents, children) of staff or other lead team members shall not be eligible for election to the ~~Leadership Team~~Board of Directors. The Chair shall hold the golden vote in the event of a tie but efforts will be made to work together with consensus rather than majority decisions.

Section 3: Qualifications

Any active member of this church meeting the Biblical standard of character and giftedness for church leaders, and deemed to live out the responsibilities of a member (Article 1 Section 2) may be nominated and elected to the ~~Leadership Team~~Board of Directors. The Nomination Committee will be responsible to review any candidate who chooses to allow his/her name to stand to determine whether the candidate meets this criteria. See Article V

Section 4: Election

~~Leadership Team~~Board of Directors members shall be elected by two-thirds vote of those members voting at a meeting of the congregation called for that purpose. A Nominating Committee is established for this purpose to receive nominations. Nominations will be accepted up until the Sunday prior to the scheduled congregational meeting. Nominations from the floor of the meeting shall not be allowed.

Section 5: Term of Office

~~Leadership Team~~Board of Directors members shall be elected for a term of up to three years and shall not be elected for more than two consecutive terms with possible extensions in special circumstances at the invitation of the Nomination Committee. After one year off, a member may be eligible for subsequent service.

Section 6: Vacancies

A ~~Leadership Team~~Board of Directors member may resign. A ~~Leadership Team~~Board of Directors member may be removed from office by a majority vote of congregational members voting at a meeting called for that purpose. A ~~Leadership Team~~Board of Directors member may be removed by a 2/3 vote of the ~~Leadership Team~~Board of Directors, (see **Section 10: Care and Discipline**) Vacancies created by removal or resignation shall be filled by appointment of the ~~Leadership Team~~Board of Directors effective until the end of the original term.

Section 7: Quorum

A majority of ~~Leadership Team~~Board of Directors members shall constitute a quorum.

Section 8: Responsibilities of the ~~Leadership Team~~Board of Directors

1. The ~~Leadership Team~~Board of Directors shall present yearly ministry goals and objectives to the congregation.
2. The ~~Leadership Team~~Board of Directors shall act as the Directors of the church and its assets. They shall designate those ~~Leadership Team~~Board of Directors members and any other members of this church who shall be authorized to sign legal documents on behalf of the church.
3. The ~~Leadership Team~~Board of Directors shall elect from among them a Chair, Vice-Chair Secretary, and Financial Officer/Treasurer. As a non-voting member of the ~~Leadership Team~~Board of Directors the Lead Pastor will not be eligible for these positions.
 - i. **Chair:** The Chair shall preside at all Congregation Meetings of the church and of the ~~Leadership Team~~Board of Directors. The Chair shall confer with the Lead Pastor in preparing the agenda for such meetings and shall utilize the counsel that the pastor can give by virtue of the pastor's training, experience and calling.

- ii. **Vice Chair:** The Vice-Chair shall preside at all Congregation Meetings of the church and of the Leadership-TeamBoard of Directors in the absence of the Chair.
 - iii. **Secretary:** The Secretary shall keep and preserve the minutes of all Congregational Meetings of the church and of the Leadership-TeamBoard of Directors, and shall conduct and preserve all official correspondence as shall be delegated, and shall be responsible for the official seal and documents of the Church.
 - iv. **Financial Officer:** The Financial Officer shall ensure proper policies, processes, reporting, and reviewing of documents related to the finances of the Church.
4. The Leadership-TeamBoard of Directors shall be responsible for reviewing the preparation and submission of a proposed budget for each fiscal year to the Membership for approval.
- i. Upon approval of the budget by the Membership, the Leadership-TeamBoard of Directors shall be responsible for seeing that the budget is carried out as approved. The Leadership-TeamBoard of Directors shall have the authority to appropriately adjust budget items and amounts where ministry objectives necessitate, but in no event shall the board authorize debt without prior approval of the Membership.
 - ii. The Leadership-TeamBoard of Directors shall annually appoint auditors to review the financial records of this church.
5. The Leadership-TeamBoard of Directors shall be responsible for representing the congregation in certain staff relationships including:
- i. Annual appraisal of the ministry of the Lead Pastor and to provide godly counsel or discipline as required.

- ii. Annual review and approval of staff compensation and approval of compensation for new staff positions, all subject to overall budget approval.
- iii. Establishment of personnel policies
- iv. Approval of any changes to Lead Pastor job description and review of changes in staff job descriptions and of job descriptions for new staff positions, including maintenance of job descriptions for all staff positions

6. The ~~Leadership team~~Board of Directors is responsible to carry out duties outlined in Article I: Membership. In addition to Membership Section 3, Discipline and Care, where discipline must be administered in the spirit of Christ with due regard for the welfare of the individual disciplined as well as the welfare of the Church. The ~~Leadership Team~~Board of Directors shall not consider any grievance against a member unless such grievance is submitted in writing and supported by the evidence of two or more witnesses.

7. The ~~Leadership Team~~Board of Directors shall hear and respond appropriately to the concerns of members.

8. The ~~Leadership Team~~Board of Directors shall determine Ministry Teams needed to carry out this church's mission and appoint appropriate leadership.

Section 9: Unity

Action by the ~~Leadership Team~~Board of Directors shall be taken in such manner as to preserve the unity of the Spirit in the bond of peace.

Section 10: Care and Discipline

The ~~Leadership Team~~Board of Directors is expected to act in Christian character and with the best interests of the Church in mind. If for any reason

a team member is found to act in contravention of these standards all care will be given to restoring that person in grace. If necessary a 2/3 vote of the ~~Leadership Team~~Board of Directors will remove that person from their position on the ~~Leadership Team~~Board of Directors. If discipline requires the dissolution of membership privileges see ARTICLE 1 Section 4.

Section 11: Indemnification

The Church will maintain liability insurance for all directors. The Church agrees to cover the cost of compensatory or punitive damages beyond what is covered by the insurer resulting from civil actions based on the director's actions or inactions in his or her capacity as a director. This protection extends to actions arising from committee work as designated in the bylaws. This does not apply to legal action that results from directors' or officers' own willful neglect, default or illegal acts.

ARTICLE III

Ministerial Credentials

Section 1: Categories

There shall be the following categories of credentials: **Licensed**.

Candidates for **ordination** may work with the ~~Evangelical Covenant Church of Canada~~ECCC.

Section 2: Qualifications to Receive Credentials

All applicants for credentials shall be employed in a full or part time capacity by ~~Commons~~The Church, have a personal experience of salvation and shall subscribe to the Affirmations and Creeds of ~~Commons~~The Church.

Credential holders shall be expected to maintain biblical standards of holiness, and always, as ministers of the gospel of Jesus Christ, shall seek to conform to the positive virtues of love, mercy, and forgiveness as taught by the Lord.

1. **Time Requirement:** The time required to apply for credentials, shall be a minimum of two full and continuous years of ministry in a comparable ministry setting.
2. **Proven Ministry:** A proven ministry shall be understood to mean that the candidate has clear evidence of the following:
 - i. The call of God.
 - ii. The operation of the ministry gifts according to Ephesians 4:11:12. Provision shall also be made for specialized ministries such as music, Christian education, and visitation.
 - iii. Discipline and maturity in personal life and effectiveness in preaching or other means of communicating the gospel.
 - iv. The manifestation of genuine spiritual concern for all people.
3. **MINISTRY APPOINTMENT:** The granting of this credential shall be conditional upon the applicant currently holding an appointment in ministry at CommonsThe Church or a related ministry.
4. **PRE-LICENSE TRAINING:** Candidates for credentials shall complete at a minimum a bachelors degree in theological or biblical studies.
5. **EXCEPTIONS FOR LICENSING:** Whereas there may be a legitimate need to consider an exception from qualification for this credential, such exception may be granted only by the Senior Pastor and Leadership-TeamBoard of Directors upon application from the candidate.

Section 3: DISCIPLINE

1. **THE NATURE AND PURPOSES OF DISCIPLINE:** Discipline is an application of scriptural principles that guide conduct and lifestyle. The aims of discipline are that God may be honoured, that the purity and welfare of the ministry may be maintained, and that those under discipline may be brought to repentance and restoration. Discipline is to be administered for the restoration of the minister, while fully providing for the protection and advancement of the spiritual welfare of our local assemblies. It is to be redemptive in nature as well as corrective, and is to be exercised as under a dispensation of both justice and mercy. The following actions shall be proceeded with only after all other avenues of Christian counsel and admonition have been attempted.

2. **CAUSES OF DISCIPLINARY ACTION**

- I. Any moral failure involving sexual misconduct (including but not limited to sexual assault).
- II. Any moral or ethical failure unbecoming to a credential holder (including but not limited to deception, fraud, theft, assault).
- III. The propagation of doctrines and practices contrary to those affirmed by CommonsThe Church.
- IV. A contentious or non cooperative spirit, an assumption of dictatorial authority, or an arbitrary rejection of counsel and direction from the Lead Pastor or Leadership TeamBoard of Directors.
- V. The mismanagement of church finances.
- VI. Any action that results in employment with CommonsThe Church being terminated or in Membership at CommonsThe Church being revoked. See Article 1 Section 6

Section 4 DETERMINATION OF DISCIPLINE

1. It shall be the responsibility of the ~~Leadership Team~~Board of Directors to determine whether the circumstances of the case merit probation, suspension, or dismissal. The ~~Leadership Team~~Board of Directors shall weigh decisions on:
 - I. the basis of the offence itself;
 - II. the manner and thoroughness of repentance;
 - III. the attitude of the offending credential holder toward the discipline; the manifested willingness to cooperate;
 - IV. the requirements of the Constitution and By-Laws.
2. If the verdict is guilty, the credential shall be suspended immediately unless it is determined to be a minor violation. Ministry employment may also be terminated.
3. If, in the opinion of the ~~Leadership Team~~Board of Directors, restoration is feasible, a restoration program shall be provided.

Section 5: THE OFFICIAL MINISTERIAL LIST

1. A list of all credential holders shall be issued at every Annual General Meeting of ~~Commons~~The Church

Section 6: CEREMONIES AND ORDINANCES

1. Ministers holding credentials with ~~Commons~~The Church are permitted to conduct the various ceremonies and ordinances in accordance with the customs and practices of ~~Commons~~The Church and the laws of Alberta.
2. Licensed ministers are permitted to solemnize marriages if they are registered with the government.

Section 7: MARRIAGE CEREMONY

1. We recognize a need for each ceremony to be customized for the couple but all ceremonies will follow a basic outline
 - I. Prayer
 - II. Homily
 - III. Vows
 - IV. Exchange of Rings or Symbol of Marriage
 - V. Pronouncement of Marriage
 - VI. Singing of License and Registry by Couple, Officiant, and Witnesses
 - VII. Prayer and Blessing

Section 8: SACRAMENTS, TENETS, RELIGIOUS BELIEFS

1. CommonsThe Church recognizes the sacraments of Marriage, Eucharist, and the Baptism of both infants and adults
2. CommonsThe Church recognizes the tenets of the Evangelical Covenant ChurchECCC
 - I. We affirm the centrality of the word of God.
 - II. We affirm the necessity of the new birth.
 - III. We affirm a commitment to the whole mission of the church.
 - IV. We affirm the church as a fellowship of believers.
 - V. We affirm a conscious dependence on the Holy Spirit.
 - VI. We affirm the reality of freedom in Christ.
3. CommonsThe Church recognizes the historic Apostles' creed as the guiding religious beliefs off the Christian faith

We believe in God, the Father almighty, creator of heaven and earth.

We believe in Jesus Christ, God's only Son, our Lord, who was conceived by the Holy Spirit, born of the Virgin Mary, suffered under Pontius Pilate, was crucified, died, and was buried; he descended to the dead.

On the third day he rose again; he ascended into heaven, he is seated at the right hand of the Father, and he will come to judge the living and the dead.

We believe in the Holy Spirit, the holy christian Church, the communion of saints, the forgiveness of sins, the resurrection of the body, and the life everlasting.

Amen.

ARTICLE IV

Pastoral Staff

Section 1: Qualifications

The pastoral staff shall meet the New Testament requirements of their office as dictated in 1 Timothy 3: 2-7. They shall be in agreement with the purpose and values of this congregation. The Lead Pastor may hold ministerial credentials (or be in the process to hold credentials) with either The ~~Evangelical Covenant Church~~ECCC or through ~~Commons~~The Church.

Pastors and their spouses shall be members by virtue of the call to serve the church.

Section 2: Duties

The pastoral staff shall devote themselves to the service of this church as servant leaders. The staff shall devote themselves to faithfully upholding God's Word and to giving themselves to their pastoral work. They shall model personal integrity and love toward the congregation. They shall work in cooperation with the ~~Leadership Team~~Board of Directors.

Section 3: Call of a new Lead Pastor

The Lead Pastor shall be called at an Annual or special Congregational Meeting, the purpose of which shall be announced two weeks in advance. A Pastoral Search Committee shall select a pastoral candidate.

The Search Committee shall be selected by the ~~Leadership Team~~Board of Directors and shall have three to seven members. The Search Committee shall have at least two members who are not a part of the ~~Leadership Team~~Board of Directors. The Search Committee shall work cooperatively with The ECCC through the office of the Superintendent.

A Pastor must receive a vote of at least two-thirds of the members present at the Congregational Meeting to receive a call. The call shall be for an indefinite period of time.

Section 4: Duties of the Lead Pastor

The Lead Pastor shall preach and teach the Word of God, administer the sacraments, provide missional leadership, and faithfully carry out pastoral work. The Lead Pastor shall direct the church staff, providing counsel, encouragement and Christian discipline so as to assist in the accomplishment of objectives for each staff member.

All staff shall be responsible to the Lead Pastor. The Lead Pastor shall be a non-voting member of the ~~Leadership Team~~Board of Directors and a non-voting member of all ministry teams and committees and in such capacity shall strive to establish and accomplish objectives and strategies in conjunction with the mission and purpose of this church.

Section 5: Cooperation

All Pastor(s) shall, both in word and precept, strive to work in harmony with the Evangelical Covenant Church and The ECCC.

Section 6: Other Pastors

Other pastors shall carry out specific areas of ministry under the direction of the Lead Pastor.

Section 7: Resignation of the Lead Pastor

Under ordinary circumstances the Lead Pastor may resign by submitting a letter of resignation to the ~~Leadership Team~~Board of Directors, with a minimum of six weeks' notice required by this church or the Pastor for termination of pastoral duties. Should there be extenuating circumstances the six-week notice will be waived.

Section 7: Charges against a Pastor

Charges against a Pastor shall be submitted in writing to the ~~Leadership Team~~Board of Directors – charging a Pastor with indiscretion, immorality, intentional instruction of false doctrine, unethical behaviour, ~~or disloyalty to the Evangelical Covenant Church~~ (Matthew 18: 15-18). If in the discernment of the ~~Leadership Team~~Board of Directors of the Church 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 Covenant regarding discipline, prior to further action by the Church.

ARTICLE V

Nominating Committee

Section 1: Composition

The Nominating Committee shall consist of one ~~Leadership Team~~Board of Directors member designated by the ~~Leadership Team~~Board of Directors, the Lead Pastor, and at least two members of this church not from the ~~Leadership Team~~Board of Directors. The ~~Leadership Team~~Board of Directors

shall designate one of the committee members to serve as Chair of the Nominating Committee.

Section 2: Quorum

A majority of members shall constitute a quorum of the Nominating Committee.

Section 3: Responsibilities

The Nomination Committee will be responsible to 1. receive nominations from the congregation, 2. make nominations on behalf of the congregation, 3. review nominees to determine whether the candidate meets the criteria named in Article II Section 3 and in the ~~Leadership Team~~Board of Directors Qualifications set out in the Related Materials section, and to 4. approach those nominated to see if they will allow their name to stand for election. The Nominating Committee shall be responsible for providing appropriate nominations to fill the offices of the ~~Leadership Team~~Board of Directors, and any other positions assigned to it either by the ~~Leadership Team~~Board of Directors or congregation – for example: conference delegates.

Section 4: Unity

Actions by the Nominating Committee shall be taken in such manner as to preserve the unity of the Spirit in the bond of peace.

ARTICLE VI

Meetings

Section 1: Annual Congregational Meeting

The Annual Congregational Meeting shall be held as near to the beginning of the year as feasible. The Pastor, Ministry staff, the ~~Leadership Team~~Board of

Directors, and the Financial Officer or Treasurer shall submit written reports.
The budget shall be presented at this meeting.

Section 2: Special Meetings

Special meetings may be called by the **Leadership Team Board of Directors** or by written request signed by two-thirds of the Membership.

Section 3: Notification of Meetings

All meetings shall be announced and presented in writing to the Membership of the church at least two weeks prior to the meeting date.

Section 4: Conduct of Meeting

The Chair of the **Leadership Team Board of Directors** or such other person as may be designated by the **Leadership Team Board of Directors** shall serve as Chair of any meeting of the Membership.

Section 5: Voting

Each Active member and only active members shall be entitled to cast one vote in any election on any subject at any Annual or Special Meeting of the Membership. Voting may be conducted at the in-person Meeting and electronic voting may be provided prior to the meeting date. Voting access, if provided, will be available by request to each active member. Members who request an electronic vote will not be eligible to vote in person. Scrutineers will count electronic votes along with on-site votes for each subject being voted on at the time of the in-person vote.

Section 6: Quorum

One-third of the active Membership shall constitute a quorum of any Congregational Meeting.

Section 7: Rules of Order

All Congregational Meetings shall be guided by the Biblical principle to “speak the truth in love” and to have things done “decently and in order”. Robert’s Rules of Order shall be the organizational guide for The Church.

Section 8: Final Voice

The congregation reserves for itself final authority in any matter of its choice.

ARTICLE VII

Amendments

Section 1: Procedure

Amendments in harmony with the Constitution may be adopted by a two-thirds majority vote of those members present in an Annual Meeting of the congregation. A proposed amendment to the Bylaws must be presented in writing to the members not less than 30 days prior to the Annual Congregational Meeting.

RELATED MATERIALS

Leadership TeamBoard of Directors Qualifications

In our community we use the term “**Leadership TeamBoard of Directors**” to designate not only the functional leadership role but also the collective eldership role.

The terms “elders” and “overseers” are interchangeable and designate the primary spiritual leaders of the church (Titus 1:5, 7; Acts 20: 17, 28). The term “elder” emphasizes maturity and “overseer” emphasizes the leadership responsibility. Ideally the local church has a plurality of elders (Acts 14:23; 20:17; Philippians 1:1; 1 Timothy 4:14; 5:17; Titus 1:5; James 5:14). Elders are equal in authority, but not equal in influence. For example, the Pastor serves a unique role within the community setting vision but does not necessarily speak solely for God or with unquestioned authority. The elders’ authority is to be expressed in leadership but not lording it over the community (1 Peter 5:3; Hebrews 13:17).

Elders have responsibility for prayer ministry (James 5:14), teaching and shaping the church’s doctrine (Acts 6:4, Acts 20:27-31; 1 Timothy 3:2, 5:17; Titus 1:9), and the pastoring of the community (1 Peter 5:2). For us, this means that the primary teaching voice for community gatherings be represented in the eldership but also that each lead team member be comfortable to explain core Christian concepts clearly and effectively in conversation. This type of relational-pastoral dynamic is something we reach towards as a community sensing the need for the community to participate in the pastoral role. For more information on our place within the Christian tradition, see the affirmations of the ECCC.

The scriptures talk about elders being blameless in character (1 Timothy 3:1-7; Titus 1:5-9). Obviously this does not mean perfect. However it does indicate an ongoing pattern of conformance to the life of Christ which includes healthy lifestyle choices, commitment to spiritual growth and generosity in personal interactions and finances. We do not teach tithing (a 10% donation to the church) as an absolute requirement in our community but we do understand that generosity and positive contribution to the ongoing life of the community are a scriptural imperative. Elders are expected therefore to model this commitment, contributing to the community with their time and finances generously, as life circumstances allow.

An elder must be the “husband of one wife” (1 Timothy 3:2; 3:12). We understand that this qualification does not exclude women, an unmarried person, someone remarried after the death of a spouse, nor necessarily one who has divorced and remarried. The phrase describes for us, a reputation as a “faithful” spouse.

In Scripture elders were selected by the original church planter (Acts 14:23) or by other elders (Titus 1:5), with recognition from the congregation for its leaders (Acts 6:3; 15:22-23). In our tradition, the existing lead team takes the initiative to approach potential team members based on an assessment of the qualifications outlined here and an eye towards identifying and acknowledging those who are operating with the relational authority in the community.

It is assumed that all elders operate in the best interest of the community at all times.

Scripture does not describe how elders should organize themselves, so this is determined by church size, cultural context and specific needs of the body. This document reflects our best attempts to appropriately organize ourselves.