

CONSTITUTION of the SASKATCHEWAN BAPTIST ASSOCIATION

ARTICLE I Name and Affiliation

The name of the Corporation shall be the Saskatchewan Baptist Association of the North American Baptist Conference, hereinafter for convenience referred to as the "Association".

The Saskatchewan Baptist Association under The Saskatchewan Baptist Association Act, assented to on May 15, 1985, is constituted as a body corporate consisting of all duly organized and recognized North American Baptist Conference churches in Saskatchewan, and each of those churches is constituted a body corporate.

ARTICLE II Purpose

The purpose of the Corporation shall be:

1. to assist, support and hold member churches accountable in making disciples of Jesus Christ.
2. to facilitate the ministries done collectively by the member churches.
3. to participate in determining objectives and ministries of the North American Baptist Conference through Association representation on the General Council.
4. to observe the Spirit of Christ in all discussions at sessions of the Association. Roberts Rules of Order shall govern on questions of procedure not specifically covered by the Constitution.

ARTICLE III Membership

1. Membership in the Association shall consist of organized and recognized North American Baptist Churches in Saskatchewan, which establish and practice the beliefs that are in harmony with The North American Baptist Conference Statement of Beliefs adopted at The 1982 Triennial Conference, the NAB Christian Affirmation of Marriage adopted at the 2008 Triennial Conference, and which have been approved for membership by The Association.

2. All persons holding office within the Association must be members in good standing of an Association Church.

3. The Association shall annually, at a meeting of the Association, receive and adopt a report from the Credentials Committee identifying the member Churches of the Association.

4. Churches wishing to unite with the Association are requested to apply in writing to the Moderator. The church shall have representation present at the time of acceptance into the Association. A three quarters (3/4) majority vote of delegates registered at a duly called Association meeting shall be decisive. Membership in the Association shall constitute membership in the North American Baptist Conference.

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5. The Association shall have the right to withdraw the hand of fellowship from a church charged with departing from Scriptural teachings and commonly accepted Baptist practices. Such action shall be taken only after a thorough investigation and after all attempts at reconciliation have been made. A three quarters (3/4) majority vote of delegates registered at a duly called Association meeting shall be decisive.

6. Any member church may withdraw from the Association by church action and notification in writing to the Secretary. The request shall then be presented at a Meeting of the Association for consideration and/or ratification. The Executive Team or the member Churches at a meeting of the Association may request further explanation from the church.

7. Representation at business meetings shall include the following:

a) every member church shall be entitled to one delegate for every ten (10) members or fraction thereof for the first one hundred (100) members, and thereafter one delegate for every fifty (50) members or fraction thereof.

b) every person on the pastoral staff of an Association church is a delegate.

c) Conference personnel are to be recognized as delegates.

d) all elected officers of the Association are to be recognized as delegates

8. A quorum of members is present at a meeting of the members when at least twenty (20) duly recognized delegates representing at least 51% of the member churches are present at the meeting in person.

ARTICLE IV Meetings

1. The delegates of the churches of the Association shall meet twice annually at dates predetermined and announced to the churches to conduct the business of the Association.

2. One meeting shall be held in the winter and one in the fall, and shall be hosted by one of the churches.

3. Other meetings may be called from time to time as need arises by the Executive committee.

4. In all the meetings, Roberts Rules of Order shall govern on questions of procedure not specifically covered by the Constitution.

ARTICLE V Regional Minister

1. The Regional Minister shall come to office by Conference appointment, upon counsel and recommendation of the Association.

2. He shall supervise the Association, working with pastors and churches and the Conference to coordinate the efforts of our joint ministry.

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3. He shall be considered ex-officio on all committees and boards of the Association, with right of debate and vote.
4. He shall be automatically recognized as a delegate with voting privileges at the Association sessions.
5. He shall be a voting member of the Association Executive and Leadership Team.

ARTICLE VI Elected Officers and Committees and Tenure of Office

1. The elected positions shall be:
 - a) Moderator
 - b) Vice-Moderator
 - c) Secretary
 - d) Treasurer
 - e) Youth Chairman
 - f) Camp Board Chairman
 - g) Up to 2 Members at Large
 - h) Women's Ministry President
 - i) Credentials Committee Members (3)
 - j) Camp Board Secretary
 - k) Camp Board Treasurer

The above officers, with the exception of the Credentials Committee Members, shall be elected for two (2) year terms. The terms of the Moderator, the Treasurer, the Camp Board Chairman, the Camp Board Secretary, and a Member At Large shall be staggered with the terms of the Vice Moderator, the Secretary, the Youth Chairman, the Camp Board Treasurer, and the other Member at Large.

2. It is recommended that the moderator and vice moderator alternate between layperson and clergy.
3. The Credentials Committee, consisting of three (3) members, shall be elected for three year staggered terms. It shall appoint its own officers.
4. No person shall serve in the same elected office for more than six (6) consecutive years, with the exception of the Association Treasurer and GSBC Treasurer, who will not be subject to term limits.
5. If an office becomes vacant, the Executive Team shall be authorized to

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appoint an interim officer to fill the vacancy until the next Annual Meeting of the Association.

6. The Women's Ministry President shall be elected by the Women's Ministry of the Association at their annual meeting and ratified by the Association at its Annual Meeting.

ARTICLE VII Duties of Elected Officers

1. The Moderator:

a) shall have the general oversight of the work of the Association and shall conduct all business meetings according to parliamentary procedures.

b) shall serve as an ex-officio member of all committees within the Association, with right of debate and vote. He shall serve as the Chairman of the Executive Team and the Association Leadership Team. In the event that he is unable to attend, he shall appoint an alternate from the Association Leadership Team.

c) shall be the Representative to the General Council of the North American Baptist Conference. In the event he is unable to attend, he shall appoint an alternate from the Association Leadership Team.

d) shall be a member of the Executive Team for one (1) year after his term expires, to serve in an advisory capacity, without vote.

2. The Vice-Moderator:

a) shall take the place of the Moderator in his absence or at his request.

b) shall be a member of the Association Executive Team.

c) shall appoint and oversee the Balloting and Scrutineers Committee.

3. The Secretary:

a) shall keep a record of all proceedings of the Association.

b) shall serve on the Executive Team and record the minutes of both the Executive Team and the Association Leadership Team meetings.

c) shall send a copy of the Association, Executive Team, and Association Leadership Team minutes to each team member and each Association member church. The Secretary shall be the official corresponding officer for the Association as directed by the Executive Team.

d) shall supply the North American Baptist Conference office with such Association information as they may require.

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4. The Treasurer:

- a) shall receive and disperse all funds as directed by the Association and its Executive Team, keeping accurate records thereof.
- b) shall present a printed financial report at the Association business meetings and interim reports at Executive Committee meetings.
- c) shall forward, as authorized by the Association, all funds as designated.
- d) Any expenditures exceeding 10% of budget item or category must have approval of the Executive Team.
- e) shall have all books ready for auditing prior to the Annual Meeting of the Association and ensure that the audit is completed.
- f) shall serve as a member of the Executive Team.

5. The Youth Chairman:

- a) shall promote and coordinate the interests of the individual Baptist Youth Groups in the member churches through correspondence, visitation and youth activities.
- b) shall serve as a member of the Association Leadership Team.

6. The Good Spirit Bible Camp Board Chairman:

- a) shall chair the camp board and shall be responsible to report to the Association.
- b) shall organize the camp board and be responsible to report to the Association.
- c) shall ensure the mission and vision of GSBC are fulfilled.
- d) shall serve as a member of the Association Leadership Team.
- e) shall serve one year following their term of office as “Past Chairman” in a non-voting, advisory role.

7. The Members At Large

- a) may be assigned portfolios by the Executive Team.
- b) shall be a member of the Association Leadership Team.

8. The Camp Board Secretary

- a) shall fulfill their duties as outlined in the policy and procedures manual of GSBC.

9. The Camp Board Treasurer

- a) shall fulfill their duties as outlined in the policy and procedures manual of GSBC.

ARTICLE VIII Duties of Elected Committees

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1. The following guidelines shall be followed by all board and committees -whether elected or appointed - of the Association.

a) As an example of the Biblical directive to keep the Lord`s Day holy, The Association, and all of its boards and committees - whether elected or appointed - shall endeavour to refrain from meeting on Sundays.

b) The Association boards and committees - whether elected or appointed - shall, at all times, be at arms-length.

c) All members of Association boards and committees - whether elected or appointed - shall be members in good standing of an Association church.

d) A husband/wife shall not succeed the other on any specific Association board or committee.

e) No Association member church shall, at any time, have more than one-third (1/3) of the members of any specific Association board or committee.

2. The Association Executive Team:

a) shall consist of:

1. the Moderator
2. the Vice-Moderator
3. the Secretary
4. the Treasurer
5. the Regional Minister

b) shall be responsible for handling the day to day functions of the Association.

c) shall meet at least four times per year, or as often as deemed necessary.

d) a quorum for such meetings shall be 51% of the Executive Team members.

e) shall make a full report of all activities and decisions at the next scheduled Leadership Team meeting.

3. The Association Leadership Team:

a) shall consist of:

1. the Executive Team
2. the Camp Board Chairman, Camp Director, Youth Chairman, Women's Ministry President, and the Members at Large.

b) shall be responsible for coordinating the development of Association goals, objectives, policies and strategies to advance Association ministries.

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c) shall prepare and present an Annual budget of the Association for approval at the Annual meeting of the Association.

d) shall meet at least four times per year or as often as deemed necessary to conduct the business of the Association. A quorum for such meetings shall be 51% of the Leadership Team members.

e) may, by a two-thirds (2/3) majority vote, call an emergency business meeting of the Association provided notice of such a meeting shall be given not less than ninety-six (96) hours before the time when the meeting is to be held. Such notice may be written, electronically communicated, or by telephone.

f) shall have full power to act on behalf of the Association between its meetings, except that it shall not have the authority to change the Constitution of the Association or to act contrary to the same.

g) It shall have power to appoint such committees from its membership and from the membership of the Association as it shall deem necessary.

ARTICLE IX Boards and Committees

All boards and committees are responsible to report to and communicate with the Association Leadership Team, unless otherwise specified.

1. The Credentials Committee:

a) shall consist of three elected members, the moderator, and the regional minister.

b) shall carry out those responsibilities as stated in the North American Baptist "Credentialing Guidelines on Ordination and Licensure", June 2011 edition.

c) shall report to the Moderator.

2. Growth and Multiplication Committee:

a) shall ensure the development of the vision and the implementation of multiplying, missional communities by equipping leaders and churches to become missional, in order to multiply and transform their neighbourhoods and communities

b) shall be appointed by the Association Leadership Team

3. The Nominating Committee:

a) shall consist of three (3) members elected at the Annual Meeting of the Association, to function during the coming year.

b) shall seek to select one name for each vacant office to present to the Association.

4. The Balloting and Scrutineers Committee:

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- a) shall consist of three (3) members appointed by the Vice-Moderator for the current session.
- b) shall distribute, collect and count the ballots, presenting the results to the Moderator.
- c) shall ensure that the guidelines of the Association regarding delegate representation are observed.

5. The Good Spirit Bible Camp Board:

- a) shall consist of the following voting members:

- 1. Camp Board Chairperson
- 2. The Camp Director
- 3. Camp Board Secretary
- 4. Camp Board Treasurer
- 5. up to 6 members at large who have been appointed by the Executive Team in consultation with the Chairman.

- b) shall set direction and enact policies to govern Good Spirit Bible Camp and its volunteer and paid staff.
- c) shall prepare an annual estimated operating budget to be presented to the Association at the Annual Meeting
- d) shall have the camp treasurer's records duly audited
- e) The Camp Director shall hire or appoint all summer volunteer and paid staff, following the policy manual of GSBC.
- f) The Camp Director shall make the Association membership aware of any needs and concerns that are evident in the Camp's operation, and recommend steps to control, alleviate, or eliminate the problem or concern.
- g) The Camp Board shall have the authority to appoint and delegate any special committee(s) to fulfill specific needs at the Camp.
- h) The Camp Director shall be ex-officio on all GSBC boards and committees
- i) In the event that GSBC is without a Camp Director, the Camp Board Chairman is authorized to perform the duties of the Camp Director, or to appoint members of the GSBC Board to perform specific functions.

ARTICLE X Election Procedures

The Nominations Committee shall seek to select at least one name for each office coming vacant. Further nominations may be made from the floor at the Association Annual

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Meeting, with prior consent of the candidate. Election shall be made by ballot and a majority of ballots cast is required for an election to office.

ARTICLE XI Voting Procedures

Standard procedure for voting shall be:

1. A Standing Vote
2. A Counted Standing Vote shall be used if the vote seems too close to call, or if the decision of the chair is appealed by a member.
3. A Ballot Vote shall be used if called for by the membership.
4. Electronic or proxy votes may be used in special cases, such as a decision required by the membership between meetings. The Executive Team shall determine if such methods are necessary and shall inform the membership of the intention to use such methods at least 2 weeks prior to calling for the decision.
5. The Credentials Committee shall serve as the Scrutineers of such electronic or proxy voting, and shall, by written, electronically communicated means, or by telephone, communicate the results of such a vote within one week of the close of voting.

ARTICLE XII Association Workers

The Saskatchewan Baptist Association may have need to remuneratively compensate workers required for ministry in addition to the Regional Minister. With the approval of the delegates at a duly called Association meeting, the Executive Team may recruit, hire, and terminate such a worker.

ARTICLE XIII Amendments

This Constitution may be amended by a three quarters (3/4) majority vote of the delegates at the Annual Sessions of the Association provided that the proposed amendment has been presented in writing to all member churches at least two months prior to the Annual Meeting of the Association.

ARTICLE XIV Non-Substantive Changes

The SBA Executive Committee is empowered to make non-substantive changes to the Constitution in order to correct spelling and cross references when it is obvious the cross reference is incorrect. The Executive Committee may also correct the numbering of individual sections to maintain proper numerical sequence and to maintain a consistent style and format of section numbering but not to change the relative order of individual sections. Such non-substantive changes shall require the approval and ratification at the Annual Meeting in accordance with the process.

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ARTICLE XV Effective Date

This Constitution shall supersede the existing Constitution and By-laws of the Association and shall become effective immediately upon adoption by the Association.