

**Constitution of  
Crosspoint Family  
Church -  
June 2013**

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## Constitution of Crosspoint Family Church

### NAME

- 1.1 This society shall be known as the “**Crosspoint Family Church**” herein referred to as the “Society”.

### 2.1 INTERPRETATION

The following words and expressions shall have the following meanings:-

- a) “Society” shall mean “Crosspoint Family Church”.
- b) “Senior Pastor” shall mean the Spiritual Leader of the Society.
- c) “Associate Pastor” shall mean a Pastor appointed for specific ministry or ministries.
- d) “Pastoral Team” shall mean the senior Pastor and Associate Pastor/s.
- e) “Executive Committee” shall mean the governing body of this society appointed in terms of the constitution referred to as the Committee.
- f) “Members” shall mean worshippers who have been admitted into membership of the Society and whose names are maintained in the register of the Society.
- g) Words signifying the singular number shall include plural or vice-versa unless they appear otherwise from the context.

### Headquarters of the Society

- 3.1 It’s headquarters shall be at an address as yet to be found and decided upon by the Committee. The Society shall carry out its activities only in places and premises, which have the prior written approval from relevant authorities, where necessary.

### Objects of the Society

- 4.1 The Objects of the Society are:

- a) To preach the gospel of Jesus Christ, to bring people to Jesus and membership in His body.
- b) To provide a fellowship for the worship of Almighty God. In teaching of the Christian faith, and administer the Ordinances of Baptism and the Lord's Supper.
- c) To engage in a missions program which will include, but not be limited to:
  - i) Training pastors, spiritual leaders and lay leaders in biblical preaching and church ministry.
  - ii) To equip the above in skills of church mission
  - iii) To empower the above through training in Christian leadership.
  - iv) To provide resources to the above, i.e. practical ministry tools. e.g books etc.
  - v) To plant churches within Botswana, which will relate to the Society. This relationship is defined in the by-laws.

The Society shall not concern itself with any political issues.

4.2 In furtherance of the above objects, the Society will:

- a) Meet together regularly for worship, prayer and discipleship
- b) Arrange study groups and training seminars to meet the above objectives.
- c) Encourage the publication of writings by members of the Society to serve as resource material to meet the above objectives.
- d) Receive regular donations by its members and include bequests, endowments and benefits of any nature from any source whatsoever to be used for the advancement of the Society's objects; and
- e) May engage in any other activities as may be considered necessary or expedient in the furtherance of the interests of the Society and the objects for which it was formed.

### **Membership Qualification and Rights**

- 5.1 Membership shall be available to any person upon application to the Hon Secretary of the Society.

The Committee may refuse membership to any person where the committee considers that the applicant is frivolous or vexatious. Any person aggrieved by such a decision of the Committee shall, upon application to the Hon. Secretary in writing, be entitled to have the question of his membership put to the vote at the Annual General Meeting following the refusal of his application.

- a) Where a person is notified by the Hon. Secretary has been received and accepted, that person shall immediately:-
  - i) Become entitled to the benefits and privileges of the Society and be formerly welcomed into the Society;
  - ii) Be bound by this Constitution.
- a) Any member's membership of the Society may be terminated upon the recommendation of the Committee to the Annual General Meeting, due to a members continued lack of attendance of regular meetings and the Annual General Meeting and general lack of support or upon any violation of the Constitution or the Statement of Faith.
- b) Any member may voluntarily withdraw membership t any time in writing
- c) Persons who are below 18 years of age shall not be accepted as members without the written consent of their parent or guardian.

5.2 Only members who are above 18 years of age shall have the right to vote and only those over 21 years of age shall be allowed to hold the office in the Society.

### **Application for membership**

- 6.1 Membership is open to all Christian believers who subscribe to the Constitution and are 18 years and over.
- a) A person desiring to join the Society shall discuss this intention with any member of the Pastoral Team or an Elder.
  - b) The person desiring to join shall be encouraged to obtain a membership application form and a copy of the Society's Constitution. After completion, the person shall return the form to the Senior Pastor.

- c) The Senior Pastor (or an Associate Pastor/ Elder as appointed by the Senior Pastor) shall interview the applicant and report to the Eldership. If satisfied, the Eldership shall cause the applicant to follow a course of the beliefs, Practices and ethos of the Society.
- d) Applicants who successfully complete the course on the beliefs, practices and ethos of the Society may be recommended to the Committee of the Society for acceptance into membership. The Committee will advertise such prospective members to the members of the Society. If no objections are received within 7 days, the prospective member will be accepted into membership of the Society at a meeting of the Society.

### **Joining fees, subscriptions and other dues**

- 7.1 There shall be no subscriptions payable by members. The funds of the Society shall be derived from free-will offerings, and bequests, and donations from other friends of the Society.
- 7.2 Any funds required for special purposes may be raised from the members and other friends with the consent of the general meeting of the members.

### **Supreme Authority and General Meetings**

- 8.1 The supreme authority of the Society is vested in a General Meeting of the members.
- 8.2 An Annual General Meeting of the members shall be held as soon after the end of the of the Society's financial year as may be convenient, but not later than 5 September each year.
- 8.3 At other times an Extraordinary/ Special General Meeting of members shall be called by Chairperson upon request in writing by
  - a) any three members of the committee or

- b) not less than 25% of the total voting membership and may be called at any time by order of the Committee.

The notice in writing shall be given to the Secretary setting forth the business that is to be considered. The Extraordinary General Meeting shall be convened within 2 weeks from receiving this request to convene the Extraordinary General Meeting and duly advertised to the membership in the prescribed manner. The purpose of the meeting must be advertised to the membership.

- 8.4 If the Committee does not within 1 month after the date of the receipt of the written request proceed to convene an Extraordinary General Meeting, the members who requested for the Extraordinary General Meeting shall convene the Extraordinary General Meeting by giving 14 days notice to voting members setting forth the business to be transacted and simultaneously posting the agenda on the Society's notice board.

- 8.5 At least 3 weeks' notice shall be given of an Annual General Meeting and at least 2 weeks' notice of an Extraordinary General Meeting. The Secretary shall send notice of the meeting to all voting members stating the date, time and place of meeting. The particulars of agenda shall be available to the membership 7 days in advance of the meeting.

- 8.6 Voting by proxy shall not be allowed at all General Meetings.

- 8.7 The following points shall be considered at the Annual General Meeting:

- a) The previous financial year audited accounts
- b) Annual report of the Committee
- c) Where applicable the election of office-bearers for the following term.

Any member who wishes to place an item on the agenda of a General Meeting may do so provided he / she gives notice to the Secretary 2 weeks before the meeting is due to be held.

- 8.8 At least 50% of the total voting membership resident in Botswana, present at General Meeting shall form a quorum.

- a) The Chairman of the Committee, or in his absence, any member elected by the meeting, shall act as chairman of General Meeting.
- b) The Chairman of the General Meeting shall prescribe the procedure to be adopted at a meeting provided that:
  - (i) All matters shall be decided by a show of hands, except that decisions shall be by ballot on a motion to that effect by a member duly seconded;
  - (ii) Subject to the provisions of Sections 2 and 12, all matters shall be decided by a simple majority of those voting.
  - (iii) In the case of an equal division, the chairman shall have a casting vote.
- c) Minutes shall be taken of each meeting and be confirmed at the following meeting.

8.9 In the event of there being no quorum at the commencement of a General meeting, the meeting shall be adjourned for 30 minutes and should the number then present be insufficient to form a quorum, the meeting shall be adjourned. At the adjournment of the meeting, those present will decide on the date of the next meeting.

In the event their proposed next meeting fails to attract the necessary quorum, those present shall be considered a quorum, but shall have no power to amend any part of the existing Constitution.

#### 8.10 Sub-Committee

The Committee shall have the right to appoint sub-committee for such purposes and for such times as they deem advisable and give them specific responsibilities.

### 9. MANAGEMENT of the SOCIETY

9.1 The administration of the Society shall be entrusted to a committee consisting of the following to be elected at an

- \* Chairperson
- \* Vice Chairperson
- \* Secretary
- \* Vice Secretary
- \* Treasure
- \* Three additional members
- \* The Senior Pastor

- 9.2 Such officers will be elected at the will be elected at the Annual General Meeting. Vacancies on the Committee will be advertised to the members of the Society. Nominations for any vacancy on the Committee will be called for and will reach the Secretary of the Society not later than seven (7) days prior to the Annual General Meeting.  
Election will follow on a simple majority vote of members. All the office bearers may be re-elected to the same or related post for a consecutive 2 terms of office.  
The term of office of the Committee members, except the Senior Pastor, shall be two (2) years.
- 9.3 Election will be by a secret ballot, subject to the agreement of the majority of the voting members present.  
In the event of a tie, a remote shall be taken and if it still results in a tie, a lot shall be drawn to determine who shall be successful candidate, unless the contesting candidate/s withdraw in favor of one of themselves.
- 9.4 A Committee shall be held at least once every two (2) months after giving seven (7) days' notice to Committee Members.  
The Chairperson may call a Committee Meeting at any time giving three (3) days' notice. At least 50% of the Committee members must be present for its proceedings to be valid.
- 9.5 Any member of the Committee absenting himself from three (3) meetings consecutively without satisfactory explanations shall be deemed to have withdrawn from the Committee and a successor may be co-opted by the Committee to serve until the next Annual General Meeting.  
Any changes in the Committee shall be notified to the Registrar of Societies within two (2) weeks of the change.

9.6 The duty of Committee is to organize and supervise the daily activities of the Society. The Committee may not act contrary to the expressed wishes of the General Meeting without prior reference to it and shall always remain subordinate to the General Meetings.

9.7 Financial management of the Society.

a) All monies received by the Society, by way of weekly offerings, shall be counted and signed for by 3 Committee members, and handed to the Treasure for banking.

Any donations shall be handed to the Treasure and numbered receipts shall be issued therefore and such monies shall be immediately deposited to the bank account in the name of the Society.

b) As far as is convenient all payments by the Society shall be by;

(i) Cheque drawn upon the Society's bank account and such cheques shall be signed by two Committee members designated by the Committee.

(ii) Electronic transfers of finance on behalf of the Society may be made only with the written authorization of the 2 designated Committee members mentioned in (b i) above.

(iii) All petty cash payments must have signed authorization in (b i)

c) The Hon. Treasure shall prepare annually, and circulate to all members at the Annual General Meeting, an audited balance sheet and revenue and expenditure account.

9.8 Vesting of Property

All property of the society, both moveable and immovable shall be vested and registered in the names of the Society

### **Duties of Office- Bearers**

- 10.1 The chairperson shall chair all General and Committee meetings. He/ she shall also represent the Society in its dealings with outside persons.
- 10.2 The Vice- Chairperson shall assist Chairperson and deputize for him/her in his/ her absence.
- 10.3 The Secretary shall keep all records, except financial, of the Society and shall be responsible for their correctness. He/ she will keep minutes of all General and Committee meetings. He/ she shall maintain an up-to-date Register at all times.
- 10.4 The treasure shall keep all funds, collect and disburse all moneys on behalf of the Society and shall keep an account of all monetary transactions and shall be responsible for their correctness.
- 10.5 Additional co-opted Committee members shall assist in the general administration of the Society and perform duties assigned by the Committee from time to time.

### **Society Hierarchy**

- 11.1 Senior Pastor
  - a) The Senior Pastor shall be the Spiritual leader of the Society, as well as the Pastoral Team leader.
  - b) He shall be a trained and ordained minister and who is in full agreement with the Constitution of the Society.
  - c) The Senior Pastor shall be one who meets the qualifications as set forth in Timothy 3:1-7, Titus 1:5-9 and 1 Peter 5:1-3 and who is also deemed fit to meet the requirements and needs of Church.
  - d) The Senior Pastor shall be responsible for preaching and teaching and conducting or arranging for the conducting of worship services, Baptism, the Lord's Supper, wedding and funerals.

- e) The Senior Pastor shall be a member of the Executive Committee and an ex-officio member of all standing committees of the Society.

#### 11.2 Associate Pastors

- a) The Society shall appoint any number of Associate Pastors as the Society may approve.
- b) An Associate Pastor shall be in full agreement with the Constitution of the Society and shall be called for specific ministry or ministries.
- c) An Associate Pastor shall be one who meets the qualifications as set forth in 1 Timothy 3:1-7, Titus 1:5-9 and 1 Peter 5:1-3 and who is also deemed fit to meet the requirements and needs of the Church.
- d) An Associate Pastor shall be part of the Pastoral Team and shall work with, and under the direction of the Senior Pastor.

#### 11.3 Elders

- a) From its members the Society shall elect as Elders such members aged twenty-one years and above who are recognized to possess both moral character and spiritual qualification as set forth in 1 Timothy 3:1-7, Titus :5-9 and 1 Peter 5:1-3.
- b) Together with the Senior Pastor and the Associate Pastor/s, the Elders shall have the spiritual oversight of the Society and support the Pastors in their spiritual work.
- c) The Senior Pastor shall be the Lead Elder.
- d) The Elders shall support the Pastors in their ministry
- e) The election and appointment of the Elders will be defined in the by-laws.

#### 11.4 Deacons

- a) From its members the Society shall elect as Deacon such members aged twenty-one years and above who are recognized to possess both the moral character and the spiritual qualifications as set forth in Acts 6:3 and 1 Timothy 3:8-12
- b) The deacons shall be responsible for the practical aspects of the running of the Society and carry out duties assigned by the Committee.

- c) The election and appointment of the deacons will be defined in the by-laws.

### **Immovable Properties**

- 12.1 Any purchase or lease of immovable property on behalf of the Society shall be effected upon the authority of a resolution of the Society passed at a General Meeting. Any sale, donation, exchange or mortgage or other alienation or encumbrance of the whole or any part of the immovable passed at a General Meeting of the Society.
- 12.2 The Society shall have the power to buy, sell, let or hire exchange, transfer, receive by donation or otherwise, movable or immovable property and to invest its funds in government stock, mortgage bonds or fixed deposit or otherwise banks, building societies or like organizations and shall have the power to borrow money on the security of immovable property and to pass mortgage bonds on the same.
- 12.3 The proceeds derived from the sale or other disposal of any property of the Society shall be applied and devoted in such manner as the Society may decide to secure the furtherance of the objectives of the Society and propagation of its principles.

### **Prohibitions**

- 13.1 The funds of the Society shall not be used to pay personal fines of members who have been convicted in court of law.
- 13.2 The Society shall not hold any lottery.
- 13.3 The Society shall not raise funds from the public for whatever purposes without the prior approval in writing form the relevant authorities.

### **Amendments to the Constitution**

- 14.1 No alteration or addition/ deletion to this Constitution shall be made except at a meeting and with the consent of 75% of the voting members

present at the General Meeting, and they shall not come into force without the written approval of the Registrar of Societies.

### **Discretional Powers**

- 15.1 In the event of any dispute arising amongst members, they shall act Biblically as outlined in Matthew 18:15-17. In the event that this does not work an attempt shall be made to resolve the matter at an Extraordinary General Meeting in accordance with this Constitution. The decision of the Extraordinary General Meeting shall be deemed final.

### **Disputes**

- 16.1 In the event of any dispute arising amongst members, they shall act Biblically as outlined in Matthew 18:15-17. In the event that this does not work an attempt shall be made to resolve the matter at an Extraordinary General Meeting in accordance with this Constitution. The decision of the Extraordinary General Meeting shall be deemed final.

### **No Confidence**

- 17.1 There shall be a vote of no confidence in the event majority of the members are aggrieved or are at variance with the Executive Committee or a member. In that regard, the Executive Committee or the member shall vacate the office in favour of his/her deputy some other person nominated by this general membership.

Where the out voted member is a Committee member, the following steps shall be taken:

- a) The above member will be expected to hand in all the properties of the Society to the Executive Committee.
- b) The Society will therefore at its meeting elect a new member to fill his/her vacancy.

### **Dissolution**

- 18.1 The General meeting shall decide on the dissolution of society's assets.

A majority of 75% of the total membership is required to give consent for dissolution of the society. Upon dissolution the certificate of registration should be returned to the office of the Registrar of Societies for cancellation.

- 18.2 In the event of the Society being dissolved as provided above, all debts and liabilities legally incurred on behalf of the Society shall be fully discharged, and the remaining funds shall be donated to an approved charity or charities registered in Botswana.
- 18.3 A certificate of Dissolution shall be given within seven (7) days of the dissolution to the registrar of Societies.

### **General Body**

The general body is empowered to approach the Executive Committee if necessary and ask for a General Meeting where they are entitled to put their deliberations about their dissatisfaction about the head of the Society/ Office bearer/ an ordinary member or any other matter affecting the Society. The majority's decision shall be binding. They may discipline or expel anyone from the Society if they so wish, provided that does not in any way contravene the provision of any law in Botswana.

## Statement of Faith

1. We believe in the Scriptures of the Old and New Testaments in their original writing as fully inspired of God and accept them as the supreme and final authority for faith and life.
2. We believe in one God, eternally existing in three persons – Father, Son and Holy Spirit.
3. We believe that Jesus Christ was begotten by the Holy Ghost, born of the Virgin Mary, and is true God and true man.
4. We believe that God created man in His own image; that man sinned and thereby incurred the penalty of death, physically and spiritual; that all human beings inherit a sinful nature which issues ( in the case of those who reach moral responsibility) in actual transgression involving personal guilt.
5. We believe that the Lord Jesus Christ died for our sins, a substitutionary sacrifice according to the Scriptures, and that all who believe in Him are justified on the ground of His shed blood.
6. We believe in the bodily resurrection of the Lord Jesus, His ascension into heaven, and His present life as our High Priest and Advocate.
7. We believe in the personal return of the Lord Jesus Christ.
8. We believe that all who receive the Lord Jesus Christ by faith are born again of the Holy Spirit and thereby become children of God.
9. We believe in the resurrection both of the just and the unjust, the eternal blessedness of the redeemed and the eternal banishment of those who have rejected the offer of salvation.
10. We believe that the one true Church is the whole company of those who have been redeemed by Jesus Christ and regenerated by the Holy Spirit; that the local Church on earth should take its character from this conception of the Church spiritual, and therefore that the new birth and personal confession of Christ are essentials of Church membership.
11. We believe that the Lord Jesus Christ appointed two ordinances – Baptism and the Lord's Supper – to be observed as acts of obedience and as perpetual witnesses to the cardinal facts of the Christian faith; that Baptism is the immersion of the believer in water as a confession of identification with Christ in burial and resurrection, and that the Lord's Supper is the partaking of bread and wine as symbols of the Saviour's broken body and shed blood, in remembrance of His sacrificial death until He comes.
12. We believe that God has ordained marriage as a heterosexual relationship between a natural man and a natural woman.

