

MILITARY CHRISTIAN FELLOWSHIP OF SOUTH AFRICA

ARTICLE I

NAME

1. The name of the organisation shall be "Military Christian Fellowship of South Africa", further referred to herein as the "MCF".

ARTICLE II

MAIN OBJECTIVE

2. The purpose of the MCF is to serve and encourage Christian men and women in the military workplace to effectively witness through word and deed, by the Holy Spirit, to the glory of God through the Lord Jesus Christ, in accordance with Hebrews 10:24-25.

ARTICLE III

STATEMENT OF FAITH

3. The Apostles Creed is the Statement of Faith for the MCF. It is required that all members of the MCF subscribe to this statement without reservation:

"I believe in God, the Father Almighty, Creator of Heaven and Earth.

I believe in Jesus Christ, His only Son, our Lord.

He was conceived by the power of the Holy Spirit and born of the Virgin Mary.

He 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, and is seated at the right hand of the Father.
He will come again to judge the living and the dead.***

***I believe in the Holy Spirit, the Holy Universal Church,
the communion of Saints, the forgiveness of sins,
the resurrection of the body, and the life everlasting".***

ARTICLE IV

OBJECTIVES

4. To promote and build the spiritual maturity of the individual member in walking with God, family and associates.
5. To stimulate and encourage MCF members to meet together regularly for Bible study, prayer and fellowship.
6. To stimulate and encourage each MCF member to give witness, in faith, through word and deed, to give active support to own choice of denomination of the church.
7. To be an instrument through which others in the SANDF are led to commit their lives to Christ.
8. To actively support the ministry of the SANDF Chaplains.
9. To support the functioning of the Association of Military Christian Fellowships (AMCF) by praying for them, reaching out to them, meeting together, communicating and co-operating with them, and encouraging them in their work.

ARTICLE V

OPERATING PRINCIPLES

10. In pursuit of the objectives of the MCF the following guidelines for service to one another are advocated in the operation of the local MCF group:
 - a. Encourage and help individual members to establish and maintain personal Bible study, prayer and obedience to God in every area of their lives.

- b. Foster in each member a primary concern for the spiritual well being of his/her own family, and the recognition of its role in God's economy as the basic worshipping community.
- c. Encourage each member to perform his/her military duty in a professional manner consistent with obedience to God's commands.
- d. Encourage and assist members to establish and maintain local MCF groups conducting regularly scheduled Bible studies, prayers and personal sharing.
- e. Motivate members to support local Chaplains by prayer and personal encouragement, and to participate actively in the Chaplain's Unit Ministry Program.
- f. Conduct conferences in order to teach Scriptural truth, impart training in the practical application of spiritual principles, encourage, and enjoy fellowship with one another.
- g. Witness and share the gospel of Jesus Christ within every segment of the military society by any means, which honours Christ.
- h. Encourage individual members and local MCF groups to render service to the spiritual and temporal needs of the military society.
- i. Foster throughout the MCF the practice of sharing faith with individuals on a personal basis.
- j. Promote "pray and plan" sessions among the local leadership in order to seek God's guidance in directing the local MCF.
- k. Encourage participation by friends and relatives in support of the activities of the MCF through associate membership.
- l. Adhere strictly to the principles of non-denominational and non-proselytisation (non-conversion) by leaving the freedom of denominational choice to each individual, and not promoting or favouring any one denomination by means of visiting speakers or advertisement.
- m. The Local MCF Group follows the National MCF Body iro operation and composition.

ARTICLE VI

OPERATING PROCEDURES

11. The National Committee shall meet at least twice a year in scheduled meetings, to review, approve and direct, as necessary, the business of the MCF.
12. Special meetings to conduct urgent, essential, interim business may be called by the President, or in his absence, his representative. Half plus one Committee Members shall constitute a quorum at these meetings and complete minutes indicating Committee Members present and business conducted will be sent to all National Committee Members within twenty days after the conclusion of the special meeting.
13. In all cases not specified otherwise, questions before the Committee shall be determined by majority vote. Each Member of the Committee shall have one vote. The Chairman shall have an additional casting vote.
14. An affirmative vote of two thirds of the total membership of the Annual General Meeting (AGM) may alter or amend these Operating Procedures in a ballot as directed by the Committee.
15. Procedure (the "how") at meetings will be guided by P.J. van Zyl Hatting's book – Procedure at Meetings.
16. Upon dissolution of the Organisation, assets shall be assigned to the Association of Military Christian Fellowships (ACMF).
17. Notice of meetings shall be given ten working days in advance of the date of the meeting.
18. Financial statements of the MCF shall be presented by the treasurer at each AGM, and shall be audited by a firm appointed each year.

ARTICLE VII

MEMBERSHIP

19. Membership in the MCF shall be of three classes: Regular, Associate and Honorary.

20. All applicants for Regular and Associate Memberships shall subscribe to the statement of faith as in Article III without reservation.

21. The regular Membership of the MCF shall consist of present and former uniform as well as civilian members of the Armed Forces who subscribe to the statement of faith in Article III.

22. The Associate Membership shall include those eligible for Regular Membership, but interested in the objectives of the MCF and who have similarly subscribed to the statement of faith in Article III.

23. The Honorary Membership shall consist of those persons whose faith and belief are known to be in accord with the statement of faith in Article III, and who by special recognition have been elected to such membership by the Committee.

24. Regular, Associate and Honorary membership of the MCF shall be continuing unless terminated by the following provisions:

- a. Written resignation by the member.
- b. Action by the Committee in the best interest of the MCF according to acceptable procedure.
- c. Failure of the member to confirm interest in continuing membership status when officially requested in writing to do so within ninety days.

25. If a person wants to become a member of the organisation, she or he will have to make application to the organisation's management committee. The management committee has the right to refuse Membership.

26. Members of the organisation must attend its annual general meetings.

27. At the annual general meeting members will elect the management for the next term of office. Those elected then become the organisation's office bearers.

28. All members of the organisation who are over eighteen (18) years of age will be allowed to vote at the annual general meeting.

ARTICLE VIII

NATIONAL COMMITTEE

29 The MCF shall be governed by a National Committee consisting of not less than six regular members of the MCF elected at the AGM.

30 Interim vacancies may be filled by majority vote of the Committee at any regular or special meeting thereof.

31 The President shall be elected at the AGM and the Committee shall elect its other Office Bearers from the membership of the Committee.

32 The Office Bearers of the MCF shall consist of a President, Vice President, Secretary and Treasurer. The last two Office Bearers named may be combined in one individual if deemed appropriate by the Committee.

33 A representative of the Chaplain General will have a seat on the National Committee.

34 The AGM is authorised to make such by-laws as are necessary for the orderly conduct of the MCF.

35 Committee members may be removed by majority vote of the Committee if contact is lost or members have indicated a loss of interest in the work.

36 The principles of office contained in Timothy 3 and Titus 1 should be the prime consideration in selecting Committee Members.

37 Half plus one of the Committee Members shall constitute a quorum.

38 The President, or his representative, shall preside as the Chairman of all meetings.

ARTICLE IX

INCOME AND PROPERTY

39 The organisation will write down and keep a record of everything it owns.

40 The organisation may not give any of its money or property to its members or office bearers. The only time it can do this is when it pays for work that a member or office bearer has done for the organisation. The payment must be a reasonable amount for the work that has been done.

41 A member of the organisation can only get money back from the organisation for expenses that she or he has paid for on behalf of the organisation.

42 Members or office bearers of the organisation do not have rights over things that belong to the organisation.

43 If the organisation has funds that can be invested, the funds may only be invested with registered financial institutions. These institutions are explained in Section 1 of the Financial Institutions (Investment of Funds) Act, 1984. Or the organisation can get securities that are listed on a licensed stock exchange as set out in the Stock Exchange Control Act, 1985. Organisations can go to different banks to seek advice on the best way to look after their funds.

44 The organisation shall:

- a. **Exist in its own right, separately from its members.**
- b. **The organisation will continue to exist even when' its membership changes and there are different office bearers.**
- c. Be able to sign contracts and enter into other relationships. It can sue and be sued in its own **name**.
- d. Be able to own property and other possessions.

ARTICLE X

MANAGEMENT

45 A management committee will manage the organisation. The management committee will be made up of not less than six members. They are the office bearers of the organisation.

46 Office bearers will serve for one year. However, they can stand for re-election for another term in office after that. Depending on what kind of services they give to the organisation, they can stand for re-election into office repeatedly. This is dependant on their services still being required and they are prepared to provide such services

47 If a member of the management committee does not attend three management committee meetings in a row, then the management committee will appoint a new office bearer to take that person's place.

48 The management committee will meet at least once a month. More than a

certain number of members need to be at the meeting to make decisions that are allowed to be carried forward. This number is called the "quorum" and the decisions that are made by a quorum are called quorate decisions. If the management committee is made up of six members, then at least four management committee members have to be there for decisions they make to be allowed to be carried forward. If there are more than six members on the management committee, then the majority of its members must be there to take quorate decisions.

49 Minutes will be taken at every meeting to record the management committee's decisions. The minutes of each meeting will be given to management committee members two weeks before the next meeting.

50 The management committee may take on the power and authority that it believes it needs to be able to achieve the objectives that are stated in Article II, paragraph 2 of this constitution. For example, if it needs the power and authority to raise funds. It **needs** to be able to invite and receive contributions. But in raising funds, it may not start doing any big ongoing trading activities that would change the organisation from being nonprofit in its work.

51 Its activities **must** abide by the law. The management committee does, however, have the power to buy, hire or exchange for any property that it **needs** to achieve its objectives.

52 The organisation has the right to form sub-committees. The decisions that sub-committees take must be given to the management committee. The management committee must decide whether to agree to them or not at its next meeting. This meeting should take place soon after the sub-committees' meeting. By agreeing to decisions the management committee ratifies them. All members of the organisation have to abide by decisions that are taken by the management committee.

ARTICLE XI

FINANCES

53 An accounting officer shall be appointed at the annual general meeting. His or her duty is to check on the finances of the organisation.

54 The treasurer's job is to control the finances of the organisation, along with two other people from the organisation. They have to arrange for all funds to be put into a bank account in the name of the organisation.

55 Whenever funds are taken out of the bank account, the chairperson and at least two other members of the organisation must sign the withdrawal.

56 The financial year of the organisation starts on:

Date _____ Month _____ Year _____ ,and ends on:

Date . _____ .Month _____ .Year. _____

57 The organisation's accounting records and reports must be ready and handed to the Director of Nonprofit Organisations within six months **after the end of the financial year.**

ARTICLE XII

CHANGES TO THE CONSTITUTION

58 Amendments to the Constitution may be proposed by the Committee or at least ten regular members.

59 The constitution can be changed by a resolution. The resolution has to be agreed upon and passed by not less than two thirds of the members who are at the meeting. Members must vote at an annual general meeting, or at a specially called general meeting to do this. Amendments shall be adopted when approved by two-thirds of those voting in a ballot conducted as directed by the Committee among the regular membership of the MCF.

60 The Constitution shall be declared ratified upon approval by two-thirds of those voting in a ballot conducted as directed by the Committee among the regular membership of the MCF.

61 A written notice must go out not less than twenty-eight (28) days before the meeting at which changes to the constitution are going to be proposed. The notice must say that proposed changes to the constitution will be discussed at the meeting.

ARTICLE XIII

CLOSING THE ORGANISATION DOWN

62 When the organisation closes down it has to pay off all its debts. After doing this, if there is property or money left over it should not be paid or given to members

of the organisation. It should be given in some way to another organisation that has the same or nearly the same objectives (see Article VI para 16). The organisations' general meeting can decide what organisation this should be. If it cannot reach a decision then the Department of Welfare's Directorate for Nonprofit Organisations will decide.

63 No amendments may be made which would have the effect of making the organisation cease to exist.

ARTICLE XIV

ADOPTION OF THE CONSTITUTION

64 We, the undersigned, herewith confirm that the above constitutes the constitution of the Military Christian Fellowship of South Africa.

65 This constitution was approved and accepted by members of

at a special (general) meeting held on:

Date. _____ . Month _____ Year

Chairperson

Secretary