

塔城華人基督教會憲章及教會條例
CONSTITUTION AND BY-LAWS
OF
TALLAHASSEE CHINESE CHRISTIAN CHURCH

一、 教會憲章

I. CONSTITUTION

1. 名稱

- 1.1 本教會定名為 “塔城華人基督教會”， 以下稱 “本教會”。
- 1.2 本教會為一非營利性、無宗派之組織團體，依照佛羅里達州法律規章而設立。

1. Name

- 1.1 The name of this organization shall be “Tallahassee Chinese Christian Church”, hereafter referred to as “the Church”.
- 1.2 The Church is a nonprofit, non-denominational institution, legally incorporated in the State of Florida.

2. 信仰宣言

本教會相信 神，祂是全能的父及創造天地的主；我們相信主耶穌基督是 神的獨生子；藉聖靈感孕，由童女馬利亞所生，他在本丟彼拉多手下受難，被釘于十字架、受死、埋葬、降在陰間；第三天從死裡復活；升天，坐在 神全能父的右邊；將來祂必從那裡降臨，審判活人死人。

本教會相信聖經是 神所默示的話語，是 神旨意的完全啟示。

本教會相信耶穌基督是完全的神，道成肉身而成為 神人合一的人。基督是教會的頭。

2. Statement of Faith

We believe in God the Father Almighty, Maker of heaven and earth; and in Jesus Christ His only Son, our Lord; who was conceived by the Holy Spirit, born of Virgin Mary, suffered under Pontius Pilate, was crucified, dead, and buried; He descended

in Hades; the third day He rose again from the dead; He ascended into heaven, and sit on the right hand of God, the Father Almighty; from thence He shall come to judge the quick and the dead. We believe in the Holy Spirit.

We believe that all Scripture is given by inspiration of God, and is the full revelation of God's will.

We believe that Jesus Christ became flesh so that He is fully God and fully man inseparably united in one person. We also believe that He is the head of the Church.

3. 教會宗旨

本教會的宗旨是讓重生受洗的基督徒建立一個以 神為中心，以聖經為教導並宣揚福音的教會團契。信徒們藉著禱告，崇拜，查經，分享，見證，相互鼓勵與扶持，得以長大成人，滿有基督成長的身量。

3. Purpose of the Church

The purpose of the Church is to bring the born-again and baptized Christians together to establish a church fellowship centered upon God for spreading the gospel and teachings guided by the Bible. So Christians may be built up and become mature, attaining to the whole measure of the fullness of Christ, through prayer, worship, Bible study, sharing, testimony, encouragement and support of one another.

4. 教會憲章修改

4.1 憲章修改方案，須向理事會提出，經理事會審核認可後，向全教會會員宣告。

4.2 本教會必須根據教會憲章制訂教會條例。

4. Amendment of the Constitution and By-laws

4.1 Any proposed amendment(s) to the Constitution and By-laws of the Church shall be submitted to the Board of Directors for approval. After their approval, the amendment(s) shall be announced to members of the Church.

4.2 The By-laws of the Church shall be established in accordance with the Constitution of the Church.

二、塔城華人基督教會條例

II. TCCC BY-LAWS

1. 會員

本教會之會員必須是重生受洗的基督徒，并接受本教會憲章與教會條例中所列之信仰宣言及教會宗旨。會員之接納必須經由理事會同意。理事會應保持、訂正并公佈教會會員名單。

1. Members

Members of the Church shall be born-again and baptized Christians who shall abide by the Statement of Faith and Purpose of the Church, listed in the Constitution and By-laws of the Church. Acceptance of new members shall be made by concurrence of the Board of Directors. The Board of Directors shall maintain, revise and publish the list of Church members.

2. 理事會

理事會由執事會及牧師組成，負責本教會之靈性與行政管理等事工，亦負責教會方向，領導及章程，致力教會憲章及條例之執行。理事會主席由執事會主席兼任，除屬靈事工由牧師負責代表本教會之外，其餘對外事務之交涉，均由理事會主席代表本教會。

2. Board of Directors:

The Board of Directors shall compose of the Board of Deacons and the Pastor. They shall be responsible for the spiritual guidance and administrative management of the Church. They shall also be in charge of setting the direction, leadership guidance and regulations of the Church and enforcing the implementation of the Constitution and By-laws of the Church. The Chairperson of the Board of Directors shall concurrently be held by the Chairperson of the Board of Deacons. Except for spiritual ministerial duties which will be shouldered by the Pastor as representative of the Church, all other external affairs representation shall be the responsibility of the Chairman of the Board of Directors.

2.1 執事會：執事會為本教會的法定代表，亦是法律所要求之領導團，決定教會政策，預算及聘牧，產權，法律，財務及教會一般事務之職責，並協助配合牧師推展教會屬靈事工。

2.1 Board of Deacons: The Board of Deacons shall be the legal representatives of our Church, as stipulated by the law of the State of Florida to be the leadership group. They shall be charged with decision-making regarding Church policies, budget, and pastoral appointment, in addition to taking appropriate actions to execute documents necessary to safeguard the legal benefits concerning any finance, real, personal and/or intangible property of the Church. They shall assist and collaborate with the Pastor in the expansion of his work on the Church spiritual growth.

2.1.1 第一屆執事會成員系經會員推舉後成立，原則上是由七名執事組成，執事必須為本教會之會員，並要符合提摩太前書第三章之要求。

2.1.2 執事會視實際之需要，負責推選成立各項同工組，例如；財務組，總務組，飯食組，音樂組，兒童組，青少年組等，以便推展教會各項事工。

2.1.3 執事任期為二年，每年改選一至三位(輪流方式)，改選之執事須由會員推薦經執事會同意後擔任。執事只能連任一次，必須休職一年方能再任執事。

2.1.4 執事因故不能執行其職務時，可向執事會申請辭職，經執事會同意後生效，執事會可進行遞補。

2.1.5 執事會主席由執事推舉而產生，任期為二年，經執事會同意，得連任一次。執事會主席負責主持執事會議，協調各執事間的配搭，推展執事會一切事工。

2.1.6 執事會得設副主席一名。副主席負責協助主席的各項事工，必要時可代理主席。

2.1.7 執事會每月至少開會一次。

2.1.1 In principle, the members of the first Board of Deacons, initially nominated by Church members, comprised of seven (7) deacons. They must be members in good standing in our Church and shall conform to the qualifications and requirements of Chapter 3 of 1 Timothy.

2.1.2 Based on practical necessities to execute the various works of our Church ministry, the Board of Deacons shall set up various church co-worker groups, such as finance, general services, food services, music, children and youth ministries, etc.

2.1.3 The term of a deacon shall be two (2) years. Each year, there shall be new selections of one (1) to three (3) deacons(in rotation)who shall be nominated by Church members and ratified by the Board of Deacons. A deacon may consecutively serve another two years but has to rest at least one year beyond the second term prior to being nominated again.

- 2.1.4 If a deacon cannot carry out his/her responsibilities due to unforeseeable circumstances, he/she may hand in his/her resignation, which shall be effective upon the approval of the Board of Deacons. The Board may then proceed to fill the vacancy accordingly.
- 2.1.5 The Chairperson of the Board of Deacons shall be elected among the board members, with a term of two (2) years. With the approval of the board members, he/she may serve a second consecutive term. The Chairperson shall be responsible for calling, setting and presiding over all board meetings, coordinating the cooperation among board members to implement all tasks of the Board.
- 2.1.6 A Vice-Chairperson shall also be designated to assist the Chairperson in every aspect and to act as back-up in the absence of the Chairperson.
- 2.1.7 The Board of Deacons shall convene a meeting at least once every month.

2.2 牧師：牧師為 神的僕人，是教會的屬靈領袖，依照教會憲章，是負責推動屬靈的全職事工者，包括主持崇拜，講壇分享，從事輔導，慰問及探訪，牧養群羊，教導聖言，裝備聖徒，傳揚福音，主持聖禮，並與執事同工，執行教會事工，堅守教會純正信仰，建立基督的身體。

2.2 Pastor: The Pastor is a servant of God and the spiritual leader of the Church. In accordance with the Constitution of the Church, he shall be a full-time minister who shall be responsible for the spiritual growth of the Church. His duties shall include leading worship service, delivering the sermon, counseling, comforting and caring visitation, shepherding and feeding the flock, teaching the Word of God, equipping the Christians, preaching the gospel, officiating at rituals, and co-working with the deacons to carry out the ministries of the Church, upholding and defending the Christian doctrine and building up the body of Christ.

2.2.1 聘牧：

2.2.1.1 牧師從缺時，執事會將負責理事會之一切職責並籌組聘牧委員會，負責覓求蒙召獻身事奉的可能人選。聘牧委員會的成員應有五名，其中至少有一名是執事。

2.2.1.2 聘牧委員會依本教會憲章及條規，視教會之實際需求，草擬聘牧程序書，包括牧師資格，徵選方式，審核手續等，該程序書經執事會同意後，向全體會眾宣佈，並正式實施。

- 2.2.1.3 聘牧委員會依聘牧程序書，進行聘牧工作，並推薦候選人給執事會。候選牧師經執事會最後認可，始得正式聘請，並向全體會眾宣佈。
- 2.2.1.4 牧師與教會之間所訂的合約由執事會擬訂，初聘至少一年，期滿後可續聘，聘期至少兩年。

2.2.1 Appointment of the Pastor:

- 2.2.1.1 When the position of the Pastor is vacant, the Board of Deacons will be responsible for all the duties of the Board of Directors and shall organize a Pastoral Search Committee to search for the candidates who are called by God to serve in this Church. The Pastoral Search Committee shall consist of five members, one of which must be a current deacon.
 - 2.2.1.2 The Committee shall, in conformance with the stipulations of the Church Constitution and By-Laws and in consistent with the current needs of the Church, draft a Pastor Search Procedure including the pastor's qualifications, selection method, evaluation process, etc. This Procedure shall be reviewed and approved by the Board of Deacons prior to being announced to the congregation for implementation.
 - 2.2.1.3 The Committee shall commence, in accordance with the Procedures, to seek for qualified candidate and make recommendations to the Board of Deacons. The Board shall then ratify and confirm the final selection for announcement to the congregation.
 - 2.2.1.4 The Contract between the Church and the Pastor shall be drawn up by the Board of Deacons and shall be effective for an initial term of at least one (1) year. Upon the completion of the first term, the Board shall have full discretion to extend or renew the Contract for a minimum of two (2) years.
- 2.2.2 牧師去職與解約：教會與牧師雙方均有權解約。
- 2.2.2.1 牧師若有解約意願，應以書面信函提交執事會，經三個月後方可離職。
 - 2.2.2.2 教會單方面的解約則必須由執事會一致通過後，便可解約，並在三個月後生效。
 - 2.2.2.3 教會與牧師任何一方倘不擬續聘，應在合約屆滿六個月前通知對方。

2.2.2.4 牧師出缺時，執事會在繼任牧師接任前當負責教會各項事工的推展。

2.2.2 Termination or Resignation of the Pastor: The Church and the Pastor shall have the right to terminate the Contract.

2.2.2.1 If the Pastor would like to terminate his Contract, he shall submit his written resignation to the Board of Deacons three (3) months prior to his intended departure.

2.2.2.2 If the Church would like to terminate the Contract with the Pastor, there must be an unanimous agreement by the Board of Deacons and the termination shall be effective three (3) months thereafter.

2.2.2.3 If either party is not favorable with the renewal or extension of the Contract, a written notice shall be served to the other party six (6) months prior to the termination of the Contract.

2.2.2.4 Upon the vacancy of the Pastor, the Board of Deacons shall assume all responsibilities and duties of the pastor.

3. 會員大會

本教會每年至少舉行一次全體會員大會。

3. Congregational Meeting

General Congregational Meeting shall be held at least once a year.

4. 財務政策

本教會接收信徒的信心自由奉獻。教會財務收支報告每季公佈一次。

4. Financial Policy

The Church shall accept voluntary contributions from Christian believers. The financial statement of the Church shall be published quarterly.

5. 教會解散

5.1 本教會之解散應在召開會員大會時由五分之四多數會員贊成決定之。

5.2 當本教會必須解散時，本教會之產業將捐贈給基督教會或基督教慈善機構，該機構應先由理事會過半數推薦，並在 5.1 節所述之會員大會中由過半數會員核準，且該機構之本身為 1996 年國家稅法第 501(c) (3) 節或

其先後相當條款所述之免稅機構，或捐贈給聯邦，州或地方政府專供公益目的使用。本教會之財產或金錢不得分給本教會之任何會員。

5. Dissolution of the Church

- 5.1 The dissolution of the Church shall be the affirmative decision of four-fifths majority of the members at the congregational meeting.
- 5.2 In the event that the Church shall be dissolved, the estate of the Church will be donated to Christian or Christian charitable organization(s), recommended first by a simple Board of Directors majority and approved by a simple member majority at the same meeting in 5.1, and which themselves are exempt as organizations described in section 501(c)(3) of the Internal Revenue Code of 1996 or corresponding sections of any prior or future Internal Revenue Code, or to the Federal, State, or local government for exclusive public purpose. No property or monies will be dispersed to any member of the Church.

備註：塔城華人基督教會憲章及教會條例，原文係 1998 年草擬而於 1999 年在聯邦政府與州政府核準立案。本文件係于 2010 年 9 月經執事會將原文修改後，核準實施。

Note: The first version of the Constitution and By-laws of the Tallahassee Chinese Christian Church was drafted in 1998 and approved/registered with the Federal and State Government in 1999. The current document was the revised version approved by the Board of Deacons in September 2010 for implementation.