



<p><b>Policy Number:</b> BD - 023</p>	<p><b>Policy Applies to:</b> Corporate and Individual members, EMCC Board of Directors, EMCC National Team</p>
<p><b>Initially Approved:</b> By: Board of Directors   Date: Oct 22 1999</p>	<p><b>Policy Changes:</b> April 3 2006 February 15 2007 January 22 2013</p>
<p><b>Amendment/s Approval Date:</b> Total revision: February 17 2023</p>	<p><b>Monitoring Schedule:</b></p>

## OBJECTIVE

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Based on the EMCC governing documents<sup>1</sup>, this policy serves to guide and direct both members and the board of directors on matters of formal membership in the denomination.

There are two categories of membership in the EMCC denomination (also known as the Corporation—Corporate and Individual. These are the voting members of the EMCC who gather for the meeting of the members (Ordinary Annual Meetings (OAM) and General Assembly (GA) and any specially called meeting) to decide the business of the corporation.

## DEFINITIONS

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**Individual Member:** Individual members are: Ordained and licensed ministers (active) and credentialed global workers (previously known as credentialed missionaries). In this policy these individuals are known as “Credential Holders.” It should be noted that the Regional Ministers are also in the category of :Credential Holders. Also included as individual members are the members of the Board of Directors, any National Team Staff who are in a director role (Ministry Directors as those defined in the bylaw); and the Presidents of Rocky Mountain College (RBC) and Emmanuel Bible College (EBC).

**Corporate (Church) Member:** Corporate members are the local congregations which have met the conditions and requirements for corporate membership which are set forth in the bylaws of EMCC as they may be amended from time to time. Each Corporate Member shall be entitled to appoint one delegate or proxy to vote on behalf of the Corporate Member.

**Local congregation:** Also known as “a church”. The characteristics of a local congregation include regularly scheduled worship, discipling, community, and mission.

**Lead:** The individual who is paid to give pastoral oversight for the local congregation.

**Self-governing:** A defined organizational structure that may or may not include paid ministry staff and not under the governance of any other organization.

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<sup>1</sup> Articles of Amalgamation; Bylaw #1; Appendix #3.

**Under Discipline:** Undertaken by the President, ratified by the Board of Directors. The intent is to engage in serious discussions to resolve the matter. During this temporary period the member cannot vote.

**Expulsion:** Undertaken by the EMCC Board of Directors to remove from membership when, after all attempts at reconciliation have failed, the member is not in compliance with the criteria for membership. This is also known as “de-listing” in the EMCC because the name is removed from the membership roll.

**Withdrawal:** Undertaken by the corporate member when a local congregation deems that withdrawing their membership from the EMCC is the best course of action.

**Resignation:** Undertaken by an individual member who deems that is the best course of action to relinquish their credentials.

**Dissolution:** Undertaken by the corporate member. Winding up the affairs of a church by ascertaining liabilities and apportioning assets.

## POLICY

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### 1. Corporate Members (referred to as churches in this document)

#### 1.1. Criteria<sup>2</sup>

- 1.1.1. Self-governing. Willingness to maintain appropriate policies as determined by the EMCC from time to time
- 1.1.2. EMCC Credentialed “lead”
- 1.1.3. Theological compliance—Articles of Faith (Appendix #1)
- 1.1.4. Governance compliance—Bylaw #1 and Articles of Governance (Appendix #2)
- 1.1.5. ROFR (Right of First Refusal) or a Consent Agreement in favour of the EMCC on property title
- 1.1.6. Appropriate financial contribution to the EMCC
- 1.1.7. Completed application process for new members and Board of Directors approval
- 1.1.8. Signed EMCC Member Church Agreement (See Appendix #1)

#### 1.2. Privileges<sup>3</sup>

- 1.2.1. Participation and voting at meetings of the members

#### 1.3. Responsibilities<sup>4</sup>

- 1.3.1. Regular participation in national gatherings including the appointment of a lay delegate to General Assembly
- 1.3.2. Promotion of EMCC activities

#### 1.4. Renewal

- 1.4.1. Completed annual report and signed EMCC Member Church Agreement (See Appendix #1)
  - 1.4.1.1. These documents must be submitted annually online by October 15

#### 1.5. Status Categories

##### 1.5.1. Active

- 1.5.1.1. Renewal documents have been submitted by October 15 of each year
- 1.5.1.2. Church continues to meet the membership criteria (1.1)

##### 1.5.2. Under review<sup>5</sup>

- 1.5.2.1. A review will be undertaken by the President for the following reasons, but is not limited to these reasons:
  - 1.5.2.1.1. Renewal documents have not been received by October 15, or
  - 1.5.2.1.2. Renewal documents do not meet the membership criteria (1.1),  
or
  - 1.5.2.1.3. A signed allegation of wrongdoing has been received by the President or the Board of Directors.
- 1.5.2.2. The Board of Directors must be informed of any new review at their next regular meeting

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<sup>2</sup> Articles of Governance 2.2

<sup>3</sup> Ibid 2.3

<sup>4</sup> Ibid 2.4

<sup>5</sup> Ibid 2.6

- 1.5.2.3. The review must be completed in a timely fashion, preferably within 3 months
- 1.5.2.4. While under review the corporate member retains their voting privileges
- 1.5.2.5. At any time, legal advice can be accessed
- 1.5.3. Suspension of Membership
  - Membership will be suspended when the results of the review deem it to be necessary.
  - 1.5.3.1. The President will recommend such action to the Board of Directors for their approval.
    - 1.5.3.1.1. Upon approval, the Board of Directors will form a resolution team to partner with the President moving forward
  - 1.5.3.2. The privileges of the member (1.2) are temporarily withdrawn
  - 1.5.3.3. The communication regarding suspension is on a need-to-know basis
  - 1.5.3.4. While our desire is for reconciliation during this period the church can chose to either reconcile, voluntarily withdraw from the EMCC or, if these are not chosen options, the next step will be termination of membership by expulsion
  - 1.5.3.5. The suspension period should be completed in a timely fashion, ideally no longer than 6 months
- 1.5.4. Termination of Membership
  - 1.5.4.1. Withdrawal<sup>6</sup>
    - 1.5.4.1.1. As much as is possible, good faith attempts at reconciliation and understanding should be always maintained
    - 1.5.4.1.2. All outstanding obligations to the EMCC must be discharged
    - 1.5.4.1.3. A relationship of good grace that neither brings reproach upon the name of Christ nor hinders the fulfillment of the mission of the EMCC or of the local congregation must always be the goal
    - 1.5.4.1.4. The Board of Directors must be informed of a member's desire to withdraw
    - 1.5.4.1.5. The Board of Directors must approve the negotiated terms of withdrawal
    - 1.5.4.1.6. If necessary, the parties will agree to binding mediation and arbitration
  - 1.5.4.2. Expulsion<sup>7</sup>
    - 1.5.4.2.1. Upon the resolution team's recommendation (1.5.2), the EMCC Board of Directors will approve the expulsion of the corporate member
    - 1.5.4.2.2. Legal advice must be followed
    - 1.5.4.2.3. The privileges of the member cease to exist
    - 1.5.4.2.4. The Board of Directors must approve the terms of expulsion
    - 1.5.4.2.5. If necessary, the parties may agree to binding mediation and arbitration

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<sup>6</sup> Articles of Governance 2.9

<sup>7</sup> Ibid 2.6.7.2

1.5.4.3. Dissolution or Liquidation<sup>8</sup>

1.5.4.3.1. When a church is closing for good or when a local congregation is merging with another congregation (either adopting the other congregation's identity or both are dissolving and forming a new identity)

1.5.4.3.1.1. The Board of Directors must be informed at their next regular meeting

1.5.4.3.2. When a member can't or won't dissolve, action must be at a meeting of EMCC members

1.5.4.3.3. The rights of the member cease to exist

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<sup>8</sup> Articles of Governance 2.6.7.3

## 2. Individual Membership

### 2.1. Criteria

#### 2.1.1. Credential Holders<sup>9</sup>

- 2.1.1.1. Theological compliance (Appendix #1 Articles of Faith)
- 2.1.1.2. Governance compliance (Bylaw #1, Appendix #2 Articles of Governance)
- 2.1.1.3. Signed Credential Holder's Agreement (See Credentials Policy)
- 2.1.1.4. Signed Credential Holder's Code of Conduct Agreement (See Credentials Policy)

#### 2.1.2. Board of Directors

- 2.1.2.1. Theological compliance
- 2.1.2.2. Governance compliance
- 2.1.2.3. Signed Board of Director's Commitment

#### 2.1.3. RMC and EBC Presidents

- 2.1.3.1. Theological compliance
- 2.1.3.2. Governance compliance
- 2.1.3.3. Signed School Presidents' Agreement (if the President is not an EMCC Credential Holder)

### 2.2. Privileges

#### 2.2.1. Credential Holders and all others

- 2.2.1.1. Participation and voting at meetings of the members

### 2.3. Responsibilities

#### 2.3.1. Credentialed Holders and all others

- 2.3.1.1. Participation in meetings of the members
- 2.3.1.2. Recognition and cooperation with the duly appointed officers of the EMCC

### 2.4. Renewal

#### 2.4.1. Credential Holders

- 2.4.1.1. Completed annual report and signed Credential Holder's Agreement
  - 2.4.1.1.1. These documents must be submitted annually online by October 15

#### 2.4.2. Board of Directors

- 2.4.2.1. Signed Board of Directors' Commitment annually
  - 2.4.2.1.1. This document must be submitted annually by March 31

#### 2.4.3. RMC and EBC Presidents

- 2.4.3.1. Signed School President's Agreement annually
  - 2.4.3.1.1. This document must be submitted annually by October 15

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<sup>9</sup> Articles of Governance 3.3

## 2.5. Status Categories

### 2.5.1. Active

#### 2.5.1.1. Credential Holders and RMC and EBC Presidents

2.5.1.1.1. Renewal documents have been submitted by October 15 of each year

#### 2.5.1.2. Board of Directors

2.5.1.2.1. Renewal documents have been submitted by March 31 of each year

### 2.5.2. Under review

2.5.2.1. A review will be undertaken by the President (or Moderator in the case of the Board of Directors) for the following reasons, but is not limited to these reasons:

#### 2.5.2.1.1. Credential Holders

2.5.2.1.1.1. Renewal documents have not been submitted by October 15; or

2.5.2.1.1.2. Renewal documents do not meet the membership criteria (2.1); or

2.5.2.1.1.3. A signed allegation of wrongdoing has been received by the President or the Board of Directors (in the case of the President)

#### 2.5.2.1.2. Board of Directors

2.5.2.1.2.1. Renewal documents have not been submitted by ; or

2.5.2.1.2.2. Renewal documents do not meet the membership criteria (2.1); or

2.5.2.1.2.3. A signed allegation of wrongdoing has been received by the President or the Board of Directors

#### 2.5.2.1.3. RMC and EBC Presidents

2.5.2.1.3.1. Renewal documents have not been submitted by October 15; or

2.5.2.1.3.2. Renewal documents do not meet the membership criteria (2.1)

2.5.2.2. The Board of Directors must be informed of any new review at their next regular meeting

2.5.2.3. The review must be completed in a timely fashion, preferably within 3 months

2.5.2.4. While under review the individual member retains their voting privileges

2.5.2.5. At any time, legal advice can be accessed

### 2.5.3. Under Discipline

Membership will be suspended when the results of the review deem it to be necessary.

#### 2.5.3.1. Credential Holders and Presidents of RMC and EBC

2.5.3.1.1. The President will recommend such action to the Board of Directors for their approval

2.5.3.1.1.1. Upon approval, the Board of Directors will form a Resolution Team to partner with the President moving forward

2.5.3.1.2. The privileges of the member (2.2) are temporarily withdrawn

2.5.3.1.3. Communication is on a need-to-know basis

#### 2.5.3.2. Board of Directors

2.5.3.2.1. The Moderator will recommend such action to the Board of Directors for their approval

2.5.3.2.1.1. Upon approval, the Board of Directors will form a Resolution Team moving forward

2.5.3.2.2. The privileges of the member (2.2) are temporarily withdrawn

2.5.3.2.3. Communication is on a need-to-know basis

2.5.3.3. While our desire is for reconciliation during this period the member can chose to either reconcile, voluntarily withdraw from the EMCC by resignation or, if these are not chosen options, the next step will be termination of membership by expulsion

2.5.3.4. The suspension period should be completed in a timely fashion, ideally no longer than 6 months

### 2.5.4. Termination

#### 2.5.4.1. Resignation

2.5.4.1.1. As much as possible, good faith attempts at reconciliation and understanding should be always maintained

2.5.4.1.2. A written letter of resignation must be submitted to the Board of Directors

#### 2.5.4.2. Expulsion of a Credential Holder or the President of RMC and EBC

2.5.4.2.1. Upon the Resolution Team's recommendation (2.5.3) the EMCC Board of Directors will approve the expulsion of the individual member

2.5.4.2.2. Legal advice must be followed

2.5.4.2.3. The rights of the member cease to exist

2.5.4.2.4. The church or ministry where they are serving will be informed

#### 2.5.4.3. Expulsion of a Board of Director

2.5.4.3.1. Legal advice must be followed

2.5.4.3.2. The Members may by special resolution at a Special Meeting remove any Director or Directors<sup>10</sup>

2.5.4.3.3. The rights of the member cease to exist

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<sup>10</sup> Bylaw #1 5.8

## Appendix #1

Member Church Agreement when applying to become a member of the EMCC:

We, the duly authorized representatives of (name of the church), apply to become a recognized member of the Evangelical Missionary Church of Canada. We affirm our agreement with EMCC Articles of Faith. We commit to supporting the work of EMCC through financial contributions on a regular basis, whether that be annually or at various intervals throughout the year. We agree to submit to the denominational leaders elected and appointed as they serve us according to our agreed-upon governing documents, We will seek to encourage and provide the means for our pastors to participate and collaborate in EMCC initiatives/events. We will seek to appoint delegates to participate in denominational business meetings. We will oversee the credential holders in our midst, supporting them and holding them accountable for their credential requirements.

EMCC Member Church Agreement to be renewed annually:

As a corporate member of Evangelical Missionary Church of Canada, we re-affirm our agreement with EMCC Articles of Faith. We commit to supporting the work of EMCC through financial contributions on a regular basis, whether that be annually or at various intervals throughout the year. We agree to submit to the denominational leaders elected and appointed as they serve us according to our agreed-upon governing documents, We will seek to encourage and provide the means for our pastors to participate and collaborate in EMCC initiatives/events. We will seek to appoint delegates to participate in denominational business meetings. We will oversee the credential holders in our midst, supporting them and holding them accountable for their credential requirements.