



# REGULATIONS

(as amended June 2011)

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A Commission of the Australian Evangelical Alliance Inc  
ABN 54 056 007 820 A0012495P

## STATEMENT OF PURPOSES

Missions Interlink is a ministry of the Australian Evangelical Alliance Inc. (AEA) and embodies the AEA's generally expressed missionary concern, as well as modelling the AEA constitutional objects.

The purposes for which Missions Interlink is established are:

The advancement in Australia of effective cross-cultural and global mission for Christ's glory by:

Providing national forums where leaders and staff of Associate and Members may meet for prayer, fellowship, mutual understanding and encouragement; and to study, discuss, evaluate and formulate missionary challenges, principles, policies and practice, including the establishment and maintenance of ethical standards of conduct.

Fostering relationships and co-operation with the World Evangelical Alliance Missions Commission and its member bodies worldwide, with a particular concern for partnership with emerging missionary movements in the non-Western world.

Developing and maintaining networks (at both national and state levels) for the exchange of information and ideas for the mutual benefit of Associates or Members.

Promoting co-operation and co-ordinating joint action of all kinds and at all levels amongst Associates and Members so as to facilitate effective ministry and proper stewardship of available resources, and where appropriate, encouraging the amalgamation of agencies.

Speaking with a united evangelical voice to the Christian and general public on matters relating to missions.

Initiating missions research and promoting the study of missiology in consultation and co-operation with other research, resource and training institutions.

Publishing missions resources, including education and information materials.

Exchanging information and materials with similar bodies in Australia and overseas.

Conducting conferences, consultations, seminars and congresses on subjects important to the cause of missions, facilitating the presence of those from within Australia or overseas who can contribute significantly to such activities.

Approaching authorities in Australia and elsewhere on behalf of missionaries and Associates, Members or Affiliate Members, and where appropriate representing them, in matters relating to their welfare or responsibilities.

Promoting communication and discussion with churches and other Christian agencies on matters of mutual interest.

Co-operating with like-minded bodies in advancing any or all of these or similar objects.

## STATEMENT OF FAITH

We worship the only God who is Father, Son and Holy Spirit, whose creative, outgoing love overflowed from the divine community to create the universe and who calls us to share in eternal life and love and to participate in the fulfilment of divine purposes.

In grace and humility Jesus, the only Son of the Father, shared our humanity and became our example of service and sacrifice. Out of love for the world he suffered the consequences of our sin and died in order to overcome the power of the evil one; to release humanity from alienation from God and from being captive to self-centred sinfulness; and to restore a disordered creation. The power of the Father defeated death and brought new life to Jesus who now reigns as Lord of all and who, through the active presence of the Spirit, calls for repentance, brings the possibility of forgiveness, and gives new life to all those who live in union with him.

Christians live in love by the power of the Spirit, who is the Spirit of Jesus, as a single community of God's people. We are filled with the Spirit who transforms lives and characters according to the example of the Lord Jesus, and the church is built up by the gifts of ministry and service which the Spirit brings. The life of the church is guided by God through the Scriptures which are uniquely inspired and the final authority for Christian faith and practice.

As a community of those who worship God and live in fellowship we are called to bring to everyone the good news of the salvation which can only be found in life with the Lord Jesus Christ. We are committed to work for justice in every society and to protect and enhance God's creation. While working for the kingdom in the present we also look forward to the return of the Lord Jesus bringing justice to all and the glorious, perfect kingdom of God.

This statement of faith should not be regarded as implying that the truths expressed in it constitute the only important truths of the faith. It is understood by Missions Interlink as being consistent with the historic statements of faith such as the Apostles' and Nicene Creeds, and also with the Australian Evangelical Alliance Doctrinal Statement and the Statement of Faith of the World Evangelical Alliance.

*(Approved by AEA National Council March 2001)*

# MISSIONS INTERLINK

## REGULATIONS

### 1. Definitions and Abbreviations

“**Associate**” means an approved organisation described by Regulation 2 that is entered in the Missions Interlink Register of Associates.

“**Member**” means an Associate that has met the requirements for accreditation described by Regulation 3 and is entered in the Missions Interlink Register of Members.

“**Affiliate Member**” means an Associate that has met the requirements for accreditation described by Regulation 4 and is entered in the Missions Interlink Register of Affiliate Members.

“**Financial year**” means the year ending on 30 June.

“**general meeting**” means a meeting described as the Annual General Meeting or a Special General Meeting in accordance with Regulations 11 and 12 respectively.

“**In writing**” shall include communication delivered by hand, postal service, email and facsimile.

“**NLT**” means the National Leadership Team.

“**ND**” means the National Director.

“**AEA**” means Australian Evangelical Alliance Inc.

“**Authorised representative**” For the purposes of these regulations, the authorised representative of an Associate, Member or Affiliate Member shall be the CEO or the CEO’s nominated representative.

“**Electronic communication**” means where all persons attending a meeting either personally present or by electronic means are able to hear the participation of all persons registered as being present.

### 2. Associates

2.1 Associate status is open to organisations operating in Australia that have a demonstrated involvement in cross-cultural and/or global mission upon affirmation and acceptance of:

- (a) the AEA Statement of Faith
- (b) the Missions Interlink Regulations
- (c) the Missions Interlink Core Values
- (d) the Missions Interlink Standards

2.2 An application of an organisation for Associate status must:

- (a) be made in writing in the form approved by the NLT; and

(b) be nominated by the two authorised representatives of either Associates or Members of Missions Interlink; and

(c) be lodged with the ND.

2.3 As soon as practicable after the receipt of an application, the ND must refer the application to the NLT who must determine whether to approve or reject the application.

2.4 If the NLT approves an application for Associate status, the ND must, as soon as practicable:

(a) notify the applicant in writing of the approval for Associate status; and

(b) request payment within 28 days after receipt of the notification of the sum of any fees payable.

2.5 The ND must, within 28 days after receipt of the amounts referred to in Regulation 2.4, enter the applicant's name in the register of Associates.

2.6 An applicant for Associate status becomes an Associate and is entitled to exercise the rights of an Associate when the Associate's name is entered in the register of Associates.

2.7 If the NLT rejects an application, the ND must, as soon as practicable, notify the applicant in writing that the application has been rejected and the reason for rejection.

2.8 Associates have a right to vote at a general meeting of Missions Interlink.

### **3. Members**

3.1 An associate of Missions Interlink may apply to become a Member by providing evidence to the NLT that in addition to meeting the requirements to being granted Associate status they are able to:

(a) Meet the current requirements of the ATO non-profit organisation regulations and has qualified for listing as a prescribed Member under INCOME TAX ASSESSMENT REGULATIONS 1997 - REG 50.50.02; and

(b) Meet the requirements for accreditation as established by the NLT.

3.2 As soon as practicable after the receipt of an application, the ND must refer the application to the NLT who must determine whether to approve or reject the application.

3.3 If the NLT approves an application for Member status, the ND must, as soon as practicable:

(a) notify the applicant in writing of the approval for Member status; and

(b) request payment within 28 days after receipt of the notification of the sum of any fees payable.

3.4 The ND must, within 28 days after receipt of the amounts referred to in Regulation 3.3, enter the applicant's name in the Register of Members.

- 3.5 An applicant for Member status becomes a Member and is entitled to exercise the rights of a Member when the Member's name is entered in the Register of Members.
- 3.6 If the NLT rejects an application, the ND must, as soon as practicable, notify the applicant in writing that the application has been rejected and the reason for rejection.
- 3.7 Members have a right to vote at a general meeting of Missions Interlink.

#### **4. Affiliate Members**

- 4.1 In order to access specific Member benefits, Affiliate of Missions Interlink which qualify for Membership but have limited actual activity and are managed or controlled by an existing Member, may apply to Missions Interlink to become Affiliate Members on the payment of reduced fees set by the NLT.
- 4.2 An applicant for Affiliate status becomes an Affiliate and is entitled to exercise the rights of an Affiliate when the Affiliate's name is entered in the Register of Affiliates.
- 4.3 Affiliate Members have no voting rights at general meetings of Missions Interlink.

#### **5. Rights, Privileges and Obligations**

- 5.1 A right, privilege, or obligation of an organisation by reason of being an Associate or Member or Affiliate Member.
- (a) is not capable of being transferred or transmitted to another organisation; and
  - (b) terminates upon the cessation of being an Associate, Member or Affiliate Member, whether by resignation or otherwise.
- 5.2 The annual subscription year and the relevant amount shall be determined by the NLT annually and is payable in advance at the beginning of the subscription year.
- 5.3 If the status of an Associate, Member or Affiliate Member lapses because of failure to pay the annual fees in accordance with Regulation 7.2, status as an Associate, Member or Affiliate Member may be reinstated on payment of the annual fees within that annual subscription year.

#### **6. Registers of Associates, Members and Affiliate Members**

- 6.1 The ND is responsible for keeping and maintaining separate Registers of Associates, Members and Affiliate Members containing at least:
- (a) the name and address of each Associate, Member or Affiliate Member; and
  - (b) the date on which each Associate's or Member's or Affiliate Member's name was entered in the register; and
  - (c) the dates of any change of status of an Associate or Member or Affiliate Member.
- 6.2 The Registers are available for inspection free of charge by any Associate, Member or Affiliate Member upon request.
- 6.3 An Associate, Member or Affiliate Member may make a copy of entries in the Registers.

## **7. Ceasing Associate status or Membership or Affiliate Membership**

7.1 An Associate or Member or Affiliate Member may resign by advising the ND in writing.

7.2 If the Associate or Member or Affiliate Member resigns or ceases to meet the requirements for Associate status (Regulation 2) or Membership (Regulation 3) or Affiliate Membership (Regulation 4) respectively or if the Associate or Member or Affiliate Member has failed to pay the annual fees within 60 days of the beginning of the subscription year:

- (a) the organisation ceases to be an Associate or a Member or an Affiliate Member respectively; and
- (b) the ND must record in the Registers of Associates or Members or Affiliate Members the date on which recognition of the organisation ceased.

## **8. Discipline, suspension and expulsion of an Associate, Member or Affiliate Member**

8.1 Subject to these Regulations, if the NLT is of the opinion that an Associate, Member or Affiliate Member has refused or neglected to comply with these Regulations, or has been guilty of conduct unbecoming of an Associate, Member or Affiliate Member or prejudicial to the interests of Missions Interlink, the NLT may by resolution:

- (a) suspend that organisation as an Associate, Member or Affiliate Member for a specified period; or
- (b) expel that organisation as Associate, Member or Affiliate Member.

8.2 A resolution of the NLT under Regulation 8.1 does not take effect unless:

- (a) at a meeting held in accordance with Regulation 8.3, the NLT confirms the resolution; and
- (b) if the Associate, Member or Affiliate Member exercises a right of appeal to Missions Interlink under this rule, the meeting convened in accord with Regulation 8.6 confirms the resolution.

8.3 A meeting of the NLT to confirm or revoke a resolution passed under Regulation 8.2 must be held not earlier than fourteen (14) days, and not later than twenty eight (28) days, after notice has been given to the Associate, Member or Affiliate Member in accordance with Regulation 8.4.

8.4 For the purposes of giving notice in accordance with Regulation 8.3, the ND must, as soon as practicable, cause to be given to the Associate, Member or Affiliate Member a written notice:

- (a) setting out the resolution of the NLT and the grounds on which it is based; and
- (b) stating that the Associate, Member or Affiliate Member, or a representative, may address the NLT at a meeting to be held not earlier than fourteen (14) days and not later than twenty eight (28) days after the notice has been given to that Associate, Member or Affiliate Member; and
- (c) stating the date, place and time of that meeting; and

- (d) informing the Associate, Member or Affiliate Member that they may do one or both of the following:
  - i. be represented at that meeting by its authorised representative;
  - ii. give to the NLT before the date of that meeting a written statement seeking the revocation of the resolution.
- (e) informing the Associate, Member or Affiliate Member that, if at that meeting, the NLT confirms the resolution, it may, not later than 48 hours after that meeting, give the ND a notice to the effect that it wishes to appeal to the Associates, Affiliate Members and Members of Missions Interlink in a general meeting against the resolution.

8.5 At a meeting of the NLT to confirm or revoke a resolution passed under Regulation 8.1, the NLT must:

- (a) give the authorised representative of the Associate, Member or Affiliate Member, an opportunity to be heard; and
- (b) give due consideration to any written statement submitted by the Associate, Member or Affiliate Member; and
- (c) determine by resolution whether to confirm or to revoke the resolution.

8.6 If at the meeting of the NLT, the NLT confirms the resolution, the Associate, Member or Affiliate Member may, not later than forty eight (48) hours after that meeting, give the ND a notice to the effect that the Associate, Member or Affiliate Member wishes to appeal to the Associates and Members of Missions Interlink in a general meeting against the resolution.

8.7 If the ND receives a notice under Regulation 8.6, he or she must notify the NLT and the NLT must convene a general meeting of Missions Interlink to be held within twenty eight (28) days after the date on which the ND received the notice.

8.8 At a general meeting of Missions Interlink convened under Regulation 8.7:

- (a) no business other than the question of the appeal may be conducted; and
- (b) the NLT may place before the meeting details of the grounds for the resolution and the reasons for the passing of the resolution; and
- (c) the authorised representative of the Associate, Member or Affiliate Member must be given an opportunity to be heard; and
- (d) the Associates and Members present must vote by secret ballot on the question whether the resolution should be confirmed or revoked.

8.9 A resolution is confirmed if, at the general meeting, not less than two-thirds of the Associates' and Members' nominated representatives vote in person, or by proxy, in favour of the resolution. In any other case, the resolution is revoked.

## **9. Complaints process**

9.1 Any complaint made against an Associate, Member or Affiliate Member must be in writing to the ND or Chairman and must if applicable specify the Missions Interlink Standard that is alleged to have breached. Complaints will be investigated by the NLT.

9.2 In the event of a complaint being brought against an Associate, Member, or Affiliate Member they shall co-operate with an investigation by the NLT. Failure to co-operate

with the inquiry and reconciliation process will constitute a breach of the Mission Interlink Standards.

9.3 Prior to the consideration of the suspension or termination of an Associate, Member or Affiliate Member an opportunity will be given to the Associate, Member or Affiliate Member to discuss the proposed review of eligibility of their status as an Associate, Member or Affiliate Member with the NLT or its appointed representatives.

9.4 Any unresolved dispute about status as an Associate, Member or Affiliate Member shall be determined by due process set out in Regulation 10.

## **10. Disputes and mediation**

10.1 The grievance procedure set out in this Regulation applies to disputes under these Regulations between:

- (a) an Associate, Member or Affiliate Member and another Associate, Member or Affiliate Member; or
- (b) an Associate, Member or Affiliate Member and Missions Interlink.

10.2 The parties to the dispute must meet and discuss the matter in dispute, and, if possible, resolve the dispute within fourteen (14) days after the dispute comes to the attention of all of the parties.

10.3 If the parties are unable to resolve the dispute at the meeting, or if a party fails to attend that meeting, then the parties must, within ten (10) days, hold a meeting in the presence of a mediator.

10.4 The mediator must be:

- (a) a person chosen by agreement between the parties; or
- (b) in the absence of agreement:
  - i. in the case of a dispute between an Associate, Member or Affiliate Member and another Associate, Member or Affiliate Member, a person appointed by the NLT; or
  - ii. in the case of a dispute between an Associate, Member or Affiliate Member and Missions Interlink, a person appointed by the board of the AEA.

10.5 A representative of a Missions Interlink, or an Associate, Member or Affiliate Member can be a mediator.

10.6 The mediator cannot be a representative of an Associate, Member or Affiliate Member who is a party to the dispute.

10.7 The parties to the dispute must, in good faith, attempt to settle the dispute by mediation.

10.8 The mediator, in conducting the mediation, must:

- (a) give the parties to the mediation process every opportunity to be heard; and
- (b) allow due consideration by all parties of any written statement submitted by any party; and

- (c) ensure that natural justice is accorded to the parties to the dispute throughout the mediation process.

10.9 The mediator must not determine the dispute.

10.10 If the mediation process does not result in the dispute being resolved, the matter shall be referred to the board of AEA.

## **11. Annual General Meetings**

11.1 The NLT may determine the date, time and place of the Annual General Meeting.

11.2 The notice convening the Annual General Meeting must specify that the meeting is an Annual General Meeting.

11.3 The ordinary business of the Annual General Meeting shall be to:

- (a) confirm the minutes of the previous Annual General Meeting and of any general meeting held since that meeting; and
- (b) receive from the NLT financial reports upon the transactions of Missions Interlink during the last preceding financial year; including the Annual Statement of Accounts, and the Auditor's Report if applicable; and
- (c) elect the members of the NLT by declaration of a postal ballot or, where a postal ballot has not been conducted, by the votes cast by the authorised representatives of Associates and Members present at the meeting, and the registered proxy votes; and
- (d) endorse the State/Territory Branch nominees for the NLT; and
- (e) ratify the budget for the year immediately following the reported financial year.

11.4 The Annual General Meeting may conduct any special business of which notice has been given in accordance with these Regulations.

## **12. Special General Meetings**

12.1 In addition to the Annual General Meeting, any other general meetings may be held in the same year.

12.2 All general meetings other than the Annual General Meeting are Special General Meetings.

12.3 The NLT may, whenever it thinks fit, convene a Special General Meeting of Missions Interlink.

12.4 If, but for this item, more than fifteen (15) months would elapse between Annual General Meetings, the NLT must convene a Special General Meeting before the expiration of that period.

12.5 The NLT must, on the request in writing of Associates and/or Members representing not less than ten (10) per cent of the total number of Associates and Members, convene a Special General Meeting of Associate and Members.

12.6 The request by Associates and/or Members for a Special General Meeting must:

- (a) state the objects of the meeting; and
- (b) be signed by the authorised representatives of the Associate and/ or Members requesting the meeting; and
- (c) be sent to the address of the ND.

12.7 If the NLT does not cause a Special General Meeting to be held within one month after the date on which the request is sent to the address of the ND, the Associate and/or Members making the request, or any three (3) of them, may convene a Special General Meeting to be held not later than three (3) months after that date.

12.8 If a Special General Meeting is convened by Associates and/or Members in accordance with this item, it must be convened in the same manner so far as possible as a meeting convened by the NLT and all reasonable expenses incurred in convening the Special General Meeting must be refunded by Missions Interlink to the persons incurring the expenses.

### **13. Special business**

All business that is conducted at a Special General Meeting and all business that is conducted at the Annual General Meeting, except for business conducted under the regulations as ordinary business of the Annual General Meeting, is deemed to be special business.

### **14. Notice of general meetings**

14.1 The ND, at least fourteen (14) days, or if a special resolution has been proposed at least twenty one (21) days, before the date fixed for holding a general meeting of Missions Interlink, must cause to be sent to each Associate or Member of Missions Interlink, a notice stating the place, date and time of the meeting and the nature of the business to be conducted at the meeting.

14.2 Notice may be sent:

- (a) by prepaid post to the address appearing in the registers of Associate and Members; or
- (b) if the Associate or Member has agreed, by facsimile transmission or electronic transmission.

14.3 No business other than that set out in the notice convening the meeting may be conducted at the meeting.

14.4 An Associate or Member intending to bring any business before a meeting may notify in writing, or by electronic transmission, the ND of that business, who must include that business in the notice calling the next general meeting.

### **15. Quorum at general meetings**

15.1 No item of business may be conducted at a general meeting unless a quorum of authorised representatives of Associate and Members entitled under these Regulations to vote is present at the time when the meeting is considering that item.

15.2 Twenty (20) Associates and/or Members or five (5) per cent of the current total number of Associates and Members, whichever is the greater, represented by an

authorised representative personally present, or by means of electronic communication, shall constitute a quorum for the conduct of the business of a general meeting.

15.3 If, within half an hour after the appointed time for the commencement of a general meeting, a quorum is not present:

- (a) in the case of a meeting convened upon the request of Associates and/or Members, the meeting must be dissolved; and
- (b) in any other case, the meeting shall be adjourned to time and place determined by the NLT not more than sixty (60) days after the original date;

and at such an adjourned meeting the Associates and/or Members represented by authorised representatives personally present or present by means of electronic communication (being not less than five (5)) shall be a quorum.

## **16. Presiding at general meetings**

16.1 The Chairperson, or in the Chairperson's absence, the Deputy-Chairperson, shall preside as Chairperson at each general meeting of the Association.

16.2 If the Chairperson and the Deputy-Chairperson are absent from a general meeting, or are unable to preside, the authorised representatives of Associates and Members present must select one of their number to preside as Chairperson.

## **17. Adjournment of meetings**

17.1 The person presiding may, with the consent of a majority of Associates and Members represented at the meeting, adjourn the meeting from time to time and place to place.

17.2 No business may be conducted at an adjourned meeting other than the unfinished business from the meeting that was adjourned.

17.3 If a meeting is adjourned for fourteen (14) days or more, notice of the adjourned meeting must be given in accordance with Regulation 14.1.

## **18. Voting at general meetings**

18.1 Upon any question arising at a general meeting of the Missions Interlink, an Associate or Member has one vote only.

18.2 Each Associate or Member shall advise the ND the name of the person authorised to vote on behalf of the Member and if no advice has been received the CEO of the Member shall be deemed to be the authorised person.

18.3 All votes must be given personally or by registered proxy except for the election of members of the NLT when conducted by postal or email ballot.

18.4 In the case of an equality of voting on a question, the Chairperson of the meeting is entitled to exercise a second or casting vote.

18.5 An Associate or Member is not entitled to vote at a general meeting unless all monies due and payable by the Associate or Member to Missions Interlink have been paid.

## **19. Poll at general meetings**

19.1 If at a meeting a poll on any question is demanded by not less than three (3) Associates and/or Members, it must be taken at that meeting in such manner as the Chairperson may direct and the resolution of the poll shall be deemed to be a resolution of the meeting on that question.

19.2 A poll that is demanded on the election of a Chairperson, or on a question of an adjournment, must be taken immediately and a poll that is demanded on any other question must be taken at such time before the close of the meeting as the Chairperson may direct.

## **20. Manner of determining whether a resolution is carried**

20.1 If a question arising at a general meeting of Missions Interlink is determined on a show of hands, a declaration shall be made by the Chairperson that a resolution has been:

- (a) carried; or
- (b) carried unanimously; or
- (c) carried by a particular majority; or
- (d) lost.

20.2 An entry in the minute book of Missions Interlink recording the result of a question shall be evidence of the fact, without proof of the number or proportion of the votes recorded in favour of, or against, that resolution.

## **21. Proxies**

21.1 Each Associate or Member is entitled to appoint the authorised representative of another Associate or Member as a proxy by notice given to the ND no later than twenty four (24) hours before the time of the meeting in respect of which the proxy is appointed.

21.2 The notice appointing the proxy must be submitted in writing to the ND.

## **22. National Leadership Team**

22.1 The affairs of Missions Interlink shall be managed by the NLT.

22.2 The NLT:

- (a) shall control and manage the business and affairs of the Missions Interlink.
- (b) may, subject to these Regulations, exercise all such powers and functions as may be exercised by Missions Interlink other than those powers and functions that are required by these Regulations to be exercised by general meetings of Missions Interlink.
- (c) subject to these Regulations, has power to perform all such acts and things as appear to the NLT to be essential for the proper management of the business and affairs of Missions Interlink.
- (d) shall recognise or cause to be established State/Territory Branches of the national body which shall operate under Guidelines approved by the NLT.

- (e) may recognise national networks and ministries each of which shall operate under guidelines approved by the NLT and shall report to the NLT through the ND.
- (f) shall appoint a person to perform the role of ND, who may be a member of the NLT.
- (g) may determine and amend policies and operating guidelines.

22.3 The NLT shall consist of:

- (a) a minimum of six (6) elected members or a number equal to the number of state/territory representatives, in accordance with Regulation 22.3 (c), which ever is the greater who shall be elected at the Annual General Meeting of Missions Interlink in each year in accordance with Regulation 12.3(c); and at least two-thirds of members elected shall be the authorised representatives of Members; and
- (b) the CEO or appointed Board representative of AEA; and
- (c) one (1) representative for each approved State/Territory Branch; and
- (d) the ND of Missions Interlink as a non-voting member; and
- (e) at the discretion of the NLT not more than two (2) co-opted persons, with specific skills, to be nominated by the NLT and approved annually by at least fifty (50) percent of the participating vote in accordance with Regulation 11.3(c). Such co-opted persons shall be full voting members of the NLT.

## **23. Office holders**

23.1 The Executive of the NLT shall be:

- (a) a Chairperson; and
- (b) a Deputy Chairperson; and
- (c) Treasurer; and
- (d) one or two other NLT member(s) as decided by the NLT.

23.2 The officers shall be appointed by NLT from within its membership (including co-opted members) of the NLT at the first meeting following the Annual General Meeting.

23.3 Each member of the Executive of the NLT shall hold office for a two (2) year period provided that they remain an elected member of the NLT, but is eligible for re-appointment providing that person cannot hold that office for more than six (6) consecutive years.

23.4 In the event of a casual vacancy in any office referred to in Regulation 23.1, the NLT will appoint one of its members to the vacant office who may continue in that office for the remaining appointment period.

23.5 Terms of office should be organised so that approximately half of the officers are due for appointment in any one year.

23.6 The NLT may delegate to the Executive from time to time such powers as it deems appropriate.

## **24. Election of National Leadership Team members**

24.1 Nominations of candidates for election as members of the NLT must be:

- (a) made in writing in an approved form, signed by the authorised representatives of two (2) Associates and/or Members of Missions Interlink and accompanied by the written consent of the candidate; and
- (b) delivered to the registered office of Missions Interlink not less than twenty one (21) days before the date fixed for the holding of the Annual General Meeting.

24.2 A candidate must be the authorised representative of an Associate or Member of Missions Interlink.

24.3 Nominations for State/Territory Branch representative endorsement shall be determined by the branch members and submitted in writing to the ND at least seven (7) days before the date fixed for the holding of the Annual General Meeting.

24.4 The ballot for the election of Associate and Member NLT members and endorsement of state/territory representatives will be conducted at or immediately prior to the Annual General Meeting in such manner as the NLT may direct.

## **25. Terms of Office of the National Leadership Team**

25.1 Subject to these Regulations, each member of the NLT who is an authorised representative of an Associate or Member shall hold office until the second Annual General Meeting next after the date of election but is eligible for re-election, providing that person cannot be a member of the NLT for more than six (6) consecutive years from the date of their first election. Terms of office shall be organised so that one half of the NLT members are due for election in any one year.

25.2 In the event of a casual vacancy occurring, the NLT may in accordance with Regulation 22.3 (a), appoint an authorised representative of an Associate or Member of Missions Interlink to fill the vacancy and that person shall hold office, subject to these Regulations, until the conclusion of the Annual General Meeting next following the date of the appointment.

## **26. Vacancies**

The office of a member of the NLT becomes vacant if:

26.1 In the case of an authorised representative of an Associate or Member:

- (a) The Associate or Member:
  - i. ceases to be an Associate or Member of Missions Interlink; or
  - ii. becomes insolvent under administration within the meaning of the Corporations Law; or
- (b) The authorised representative:
  - i. resigns from office by notice in writing given to the ND; or
  - ii. ceases to be the authorised representative of the Associate or Member; or
  - iii. is absent from three consecutive NLT meetings without apology or leave of absence.

26.2 In the case of a State/Territory Branch representative:

- (a) he/she resigns from office; or
- (b) ceases to be the nominated representative of the State/Territory Branch; or
- (c) is absent from three consecutive NLT meetings without apology or leave of absence.

## **27. Meetings of the National Leadership Team**

27.1 The NLT must meet no less than two (2) times in each year at such place and such times as the NLT may determine.

27.2 Special meetings of the NLT may be convened by the Chairperson or by any four (4) members of the NLT.

## **28. Notice of National Leadership Team meetings**

28.1 Written or electronic communication notice of each NLT meeting must be given to each member of the NLT at least five (5) business days before the date of the meeting.

**29.** Notice to members of the NLT of any special meeting of the NLT must specify the general nature of the business to be conducted and no other business may be conducted at such a meeting. Quorum for National Leadership Team meetings.

29.1 Fifty (50) per cent of members (not including any members on leave of absence) of the NLT in attendance personally or present by means of electronic communication shall constitute a quorum for the conduct of the business of a meeting of the NLT.

29.2 No resolutions may be determined unless a quorum is present.

29.3 If within an hour of the time appointed for the meeting a quorum is not present:

- (a) in the case of a special meeting, the meeting lapses;
- (b) in any other case, the meeting shall stand adjourned to a place, time and day as arranged by the ND to achieve a quorum.

29.4 The NLT may act notwithstanding any vacancy on the NLT.

## **30. Presiding at NLT meetings**

At meetings of the NLT:

- (a) the Chairperson or, in the Chairperson's absence, the Deputy Chairperson presides; or
- (b) if the Chairperson and the Deputy Chairperson are absent, or are unable to preside, the members present must choose one of their number to preside.

## **31. Voting at NLT meetings**

31.1 Questions arising at a meeting of the NLT, or at a meeting of any sub-committee appointed by the NLT, shall be determined on a show of hands or, if a member requests, by a poll taken in such manner as the person presiding at that meeting may determine.

31.2 Each member present at a meeting of the NLT, or at a meeting of any sub-committee appointed by the NLT (including the person presiding at the meeting), is entitled to one vote and, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.

### **32. Minutes of meetings**

The ND of Missions Interlink shall be responsible for the minutes of the resolutions and proceedings of each general meeting, and each NLT meeting, together with a record of the names of persons present.

### **33. Non-profit**

The assets and income of Missions Interlink shall be applied solely in furtherance of its above-mentioned objects and no portion shall be distributed directly or indirectly to an Associate, Member or Affiliate Member of Missions Interlink except as bona fide compensation for services rendered or expenses incurred on behalf of Missions Interlink.

### **34. Management of Finances**

34.1 Missions Interlink shall derive funds from annual subscriptions, donations and such other sources as the NLT determines.

34.2 The NLT may operate accounts with recognised banks and financial institutions.

34.3 All cheques, drafts, bills or exchange, promissory notes, salary payments, other electronic transfer of funds and other negotiable instruments must be signed or electronically authorised by two members of the NLT or other authorised persons as determined by the NLT.

34.4 The Treasurer shall provide a detailed and audited report of all income and expenditure for each financial year ending 30 June, and shall be responsible for the preparation of a budget for the following year.

34.5 Events and seminars shall normally be budgeted to recover their full operating costs.

34.6 Recognised ministries or networks (including state branches) may operate separate bank accounts under terms and conditions approved by the NLT.

34.7 Recognised State/Territory Branches, and ministries and networks of Missions Interlink shall provide a detailed and audited (if applicable) report of all income and expenditure for their branch (including state networks and ministries) to the ND by 31 August each year.

34.8 State/Territory Branches of Missions Interlink may apply (with supporting financial reports and budgets) for annual financial grants from Missions Interlink. These grants if approved by the NLT, will be paid to the state offices by 31 October each year.

### **35. Notice to Associates, Members and Affiliate Members**

Any notice that is required to be given to an Associate or Member or Affiliate Member on behalf of Missions Interlink, under these Regulations may be given:

- (a) by prepaid post addressed to the Associate or Member or Affiliate Member at the address shown in the Registers of Associates or Members or Affiliate Members; or
- (b) if the Associate or Member or Affiliate Member has agreed, by facsimile transmission or electronic transmission.

### **36. Amendments**

Missions Interlink may amend these Regulations at a Special General Meeting after at least two months' written notice of such amendments has been given, provided that such amendments have been approved by:

- (a) a two-thirds majority of the authorised representatives of Associates and Members present (including proxies); and
- (b) a two-thirds majority of the authorised representatives of Members present (including proxies).

All amendments must be ratified by the board of AEA.

### **37. Winding up**

If upon the winding up or disbanding of Missions Interlink there remains, after satisfaction of all its debts and liabilities, any property whatsoever, the same may be retained by AEA for the furtherance of fulfilling its global mission concern.

**Certified to be the Regulations of the Missions Commission of the Australian Evangelical Alliance Inc, adopted on January 26<sup>th</sup> 1995 and as amended in '98, '01, '03, '04, '05, '07, '08 and '11.**