

TPIBC Policies—AGM, MGM, EGM and CMC Nominations

Title	AGM, MGM, EGM and CMC Nominations
Guideline no.	1
Version	1.0
Date	8-Mar-2015
Author	2015 CMC

Revision History

Version	Date	Comments
1.0	8-Mar-2015	Original release

1. Scope

This policy covers the topics of the Annual General Meeting (AGM), Monthly General Meeting (MGM), Extraordinary General Meeting (EGM), and Church Management Committee (CMC) Nominations.

2. Definition

The AGM takes place once a year on the 4th Sunday of September immediately after the worship service; it must be called by at least 21 days' notice in writing.

The MGM takes place once a month on the 4th Sunday of each month immediately after the worship service; it must be called by at least 14 days' notice in writing.

There is no set time for an EGM as it is usually only called to deal with an urgent matter or for the passing of a special resolution; it must be called by at least 21 days' notice in writing.

The non-permanent CMC positions that are elected in each AGM are the five Ministers of Christian Education, Fellowship, Finance, Prayer, Worship, and the Member-at-Large.

3. Procedures

- a. The purpose of the AGM is to present important information to all church members and to vote for the non-permanent CMC positions. A quorum of 20 members present in person is required for the meeting to go ahead.
- b. The purpose of the MGM is to present important information to all church members. A quorum of 20 members present in person is required for the

- meeting to go ahead.
- c. The purpose of an EGM is to deal with any urgent matter that may arise or for the passing of a special resolution. A quorum of 20 members present in person is required for the meeting to go ahead.
 - d. CMC Nominations
 - All church members may be nominated for any one of the non-permanent CMC positions. Nominations should be made according to announced deadlines in writing, and only church members are allowed to nominate and be nominated.
 - Church members must obtain permission from the intended nominee before the nomination is made. The Church Administrator will verify with all nominated candidates that they had agreed to be nominated.
 - If there is none or only one nomination for a specific non-permanent CMC position, then that position is considered uncontested and the result will be announced in the AGM without voting.
 - If there is more than one nominee for a specific non-permanent CMC position, then church members will be asked to vote during the AGM. The vote is tallied immediately by the Chair and Vice-Chair and the results announced in the AGM.
 - The term of service of each non-permanent CMC member is 12 months (January to December of the year following the election).
 - There is no maximum number of terms which any one person may serve.

*Deacons take turns to serve 1-year terms as Chair or Vice-Chair respectively. The Chair presides over the AGM, MGM and CMC meetings. If the Chair is absent, then the Vice-Chair will act as Chair of the meeting.