



# REGULATIONS

Approved 5 March 2014

For more information, please contact:

Missions Interlink

PO Box 5214 Pinewood VIC 3149

Email: [national@missionsinterlink.org.au](mailto:national@missionsinterlink.org.au)

Phone: [03 9037 6417](tel:0390376417)

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

## **STATEMENT OF PURPOSES**

Missions Interlink is the 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 Associates 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 wholeheartedly accept the revelation of God given in the scriptures of the Old and New Testaments and confess the faith therein set forth.

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

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

“**Affiliate**” or “**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.

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

“**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.

“**Board**” means the board of AEA.

“**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.

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

“**general meeting**” means a meeting described as the Annual Meeting or a Special Meeting.

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

“**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.

“**ND**” means the National Director.

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

### 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 two authorised representatives of either Associates or Members; and
- (c) be lodged with the ND.
- (d) be lodged with an application fee. The fee is to be set by the NLT annually.

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 14 days after receipt of the notification of the sum of any fees payable.

2.5 The ND must, within 14 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.

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

### **3. Members**

3.1 An Associate 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 have 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.
- (c) Pay an application fee, set by the NLT annually.

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 14 days after receipt of the notification of the sum of any fees payable.

3.4 The ND must, within 14 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, organisations 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 these Regulations, 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, Member or Affiliate Member may resign by advising the ND in writing.

7.2 If the Associate, 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, 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, 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 The procedures in relation to this Regulation will be dealt with generally in accordance with the provisions of the AEA Rules relating to discipline, suspension, and expulsion of its members. Except that a reference in those rules to Board will be read as a reference to the NLT and a reference to Member will be read as a reference to an Associate, Member or Affiliate Member.

## **9. Complaints process**

9.1 Any complaint made against a person, Associate, Member or Affiliate Member must be in writing to the ND or Chair and must if applicable specify the Missions Interlink Standard that is alleged to have been 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, the Associate, Member or Affiliate Member 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 Missions 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**

The procedures in relation to disputes and mediation will be dealt with generally in accordance with the provisions of the AEA rules relating to grievance except that a reference in those rules to Member will be read as a reference to Associate, Member or Affiliate Member”.

## **11. Annual Meetings**

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

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

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

- (a) confirm the minutes of the previous Annual Meeting and of any general meeting held since that meeting; and
- (b) receive from the NLT reports, information and updates; 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

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

## **12. Special Meetings**

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

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

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

12.4 If, but for this Regulation, more than fifteen (15) months would elapse between Annual Meetings, the NLT must convene a Special 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 Meeting of Associates and Members.

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

- (a) state the objects of the meeting; and
- (b) be signed by the authorised representatives of the Associates 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 Meeting to be held within one month after the date on which the request is sent to the address of the ND, the Associates and/or Members making the request, or any three (3) of them, may convene a Special Meeting to be held not later than three (3) months after that date.

12.8 If a Special Meeting is convened by Associates and/or Members in accordance with this Regulation, 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 Meeting must be refunded by Missions Interlink to the persons incurring the expenses.

### **13. Notice of general meetings and NLT meetings**

13.1 The ND will, at least fourteen (14) days before a general meeting and at least five (5) days before an NLT meeting, send to each Associate and Member (for general meetings) and to each member of the NLT (for NLT meetings) a notice stating the date, place and time of the meeting, and the nature of the business to be conducted at the meeting.

13.2 Notice may be sent:

- (a) by prepaid post to the address appearing in the registers of Associates and Members or the members of the NLT (as relevant); or
- (b) by facsimile transmission or electronic transmission.

13.3 No business other than that set out in the notice convening the meeting may be conducted at the meeting except as agreed by the meeting for discussion only.

### **14. Quorum at meetings**

14.1 No item of business may be conducted at a general meeting unless a quorum is present.

14.2 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 proxy, or by means of electronic communication, shall constitute a quorum for the conduct of the business of a general meeting.

14.3 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.

14.4 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.

14.5 If within an hour of the time appointed for NLT 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.

## **15. Presiding at meetings**

15.1 The Chair, or in the Chair's absence, the Deputy-Chair, shall preside as Chair at each meeting of Missions Interlink.

15.2 If the Chair and the Deputy-Chair are absent from a meeting, or are unable to preside, the members of the NLT present must choose one of their number to preside.

## **16. Voting at meetings**

16.1 Upon any question arising at a meeting, an Associate or Member (for general meetings) and each member of the NLT (for NLT meetings) has one vote only.

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

16.3 The election of members of the NLT shall be conducted by postal or electronic ballot.

16.4 Except for the election of members of the NLT, all votes must be given personally or by registered proxy unless a member entitled to vote at a meeting requests a poll, in which case it will be taken in such manner as the person presiding at that meeting may determine.

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

16.6 No one is entitled to vote at a meeting unless all Associate and/or Member fees payable by the Associate or Member to Missions Interlink have been paid.

## **17. Proxies**

17.1 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.

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

## **18. National Leadership Team**

18.1 The affairs of Missions Interlink shall be managed by the Board as assisted by recommendations from the NLT.

18.2 The NLT:

- (a) shall be a reference group for AEA.
- (b) will process applications to become Associates, Members and/or Affiliate Members and will approve or reject all such applications.
- (c) will expel Associates, Members and/or Affiliate Members if necessary.
- (d) shall recognise or cause to be established State/Territory Branches of the national body which shall operate under Guidelines approved by the NLT.

18.3 The NLT shall consist of:

- (a) Minimum of 6 elected representatives of MI Associates and Members or a number equal to the number of appointed state representatives (whichever is greater). At least 2/3 of elected representatives are to be elected from MI Members. Elected representatives hold office for 2 years, with half elected each year.
- (b) 1 representative of each state/territory branch nominated by the branch.
- (c) the ND of Missions Interlink as a non-voting member; and
- (d) at the discretion of the NLT not more than three (3) 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 at the Annual Meeting. Such co-opted persons shall be full voting members of the NLT.

## **19. Office holders**

The office holders of the NLT will be the office holders of the Board.

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

20.1 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 Meeting.

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

20.3 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 Meeting.

20.4 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 Meeting in such manner as the NLT may direct.

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

21.1 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 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 eight (8) 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.

21.2 In the event of a casual vacancy occurring, the NLT may in accordance with Regulation 18.3 (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 Meeting next following the date of the appointment.

## **22. Vacancies**

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

22.1 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; 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.

22.2 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.

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

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

23.2 Special meetings of the NLT may be convened by the Chair or by any four (4) members of the NLT

## **24. Minutes of meetings**

The ND 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.

## **25. Amendments**

Missions Interlink may amend these Regulations at a Special Meeting after at least twenty eight days' 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.

## **26. Inconsistency**

In the event of any inconsistency between these Regulations and the Rules of AEA, the Rules of AEA apply.