



ea Engaging Australia in global mission

REGULATIONS

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

STATEMENT OF PURPOSES

1. 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.
2. The purpose for which Missions Interlink is established is the advancement in Australia of effective cross-cultural and global mission for Christ's glory by:
 - a) 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.
 - b) 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.
 - c) 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.
 - d) 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.
 - e) speaking with a united evangelical voice to the Christian and general public on matters relating to missions.
 - f) initiating missions research and promoting the study of missiology in consultation and co-operation with other research, resource and training institutions.
 - g) publishing missions' resources, including education and information materials. Exchanging information and materials with similar bodies in Australia and overseas.
 - h) 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.
 - i) 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.
 - j) promoting communication and discussion with churches and other Christian agencies on matters of mutual interest.
 - k) co-operating with like-minded bodies in advancing any or all of these or similar objects.

MISSIONS INTERLINK REGULATIONS

1. Definitions and Abbreviations

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

“**Affiliate**” or “**Affiliate Member**” means an applicant that has met the requirements under Regulation 4 and is entered in the Missions Interlink Register of Affiliate Members.

“**Applicant**” is a for-profit organisation or not-for-profit organisation making an application to be an ‘Associate’ under Regulation 2, or a not-for-profit organisation making an application to be an ‘Affiliate’ or ‘Affiliate Member’ under Regulation 4 or ‘Member’ under Regulation 3.

“**Associate**” means an applicant that has met the requirements under Regulation 2 and is listed 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.

“**Chair**” means the Chairperson of the National Leadership Team.

“**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 applicant that has met the requirements under Regulation 3 and is entered in the Missions Interlink Register of Members.

“**ND**” means the National Director who leads the Missions Interlink team and reports to the NLT.

“**NLT**” means the National Leadership Team that serves as the reference group for Missions Interlink.

“**Register**” means a record maintained by Missions Interlink of associates, members and affiliate members.

2. Associates

2.1 Associate status is open to applicants:

- a) that can demonstrate involvement in cross-cultural and/or global mission;
- b) operating in Australia; and
- c) that can affirm that their views are not inconsistent with, and can accept the:
 - i. AEA Statement of Faith;
 - ii. Missions Interlink Regulations;
 - iii. Missions Interlink Core Values; and
 - iv. Missions Interlink Standards applicable to Associates.

2.2 An application for Associate status must be:

- a) made in writing, in the form approved by the NLT;
- b) nominated by two (2) authorised representatives of either Associates or Members (i.e. 2 Associates, 2 Members or 1 Associate and 1 Member);
- c) be accompanied with an application fee as determined by the NLT; and; and
- d) followed by an interview with the ND.

2.3 As soon as practicable after an application is made under Regulation 2.2, the ND must refer the application to the NLT to determine whether to approve or reject the application.

2.4 If the NLT:

- a) approves the application for Associate status under Regulation 2.3, the ND must:
 - i. notify the applicant of this approval, in writing, as soon as practicable and
 - ii. ensure that the applicant's name is entered in the Register of Associates within fourteen (14) days after NLT approval.
- b) rejects the application for Associate status under Regulation 2.3, the ND must notify the applicant of this rejection, in writing, as soon as practicable, and refund the application fee.

2.5 MI reserves the right to not provide the rationale for the rejection of the application.

2.6 If the applicant withdraws their application for Associate status at any time after submission, the application fee will not be refunded.

2.7 Upon entering the applicant's name in the Register of Associates, the applicant is entitled to exercise the rights of an Associate, including the right to vote at general meetings of Missions Interlink.

3. Members

3.1 Member status is open to applicants that:

- a) have an Australian Business Number (ABN);
- b) are located, resident and incorporated in Australia;
- c) are managed and controlled independently in Australia;
- d) have some staff (paid or volunteer) in Australia;
- e) are or have been registered as charities with the Australian Charities and Not-for-Profits Commission for at least twelve (12) months, unless exempted by the NLT;
- f) can demonstrate involvement in cross-cultural and/or global mission; and
- g) can affirm that their views are not inconsistent with, and can accept the:
 - i. AEA Statement of Faith;
 - ii. Missions Interlink Regulations;
 - iii. Missions Interlink Core Values; and
 - iv. Missions Interlink Standards applicable to Members.

3.2 An application for Member status must be:

- a) made in writing, in the form approved by the NLT and
- b) accompanied with an application fee as determined by the NLT.

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

3.4 If the NLT:

- a) approves the application for Member status under Regulation 3.3, the ND must:
 - i. notify the applicant of this approval, in writing, as soon as practicable and
 - ii. ensure that the applicant's name is entered in the Register of Members within fourteen (14) days after NLT approval.
- b) rejects the application for Member status under Regulation 3.3, the ND must notify the applicant of this rejection, in writing, as soon as practicable and refund the application fee.

3.5 MI reserves the right to not provide the rationale for the rejection of the application.

3.6 If an applicant withdraws their application for Member status at any time after submission, the application fee will not be refunded.

3.7 Upon entering an applicant's name in the Register of Members, the applicant is entitled to exercise the rights of a Member, including the right to vote at a general meeting of Missions Interlink.

4. Affiliate Members

4.1 Affiliate Member status is open to applicants that:

- a) meet the requirements for Member status under Regulation 3 or
- b) are managed or controlled by an existing Member of Missions Interlink.

4.2 An application by an applicant for Affiliate Member status must be:

- a) made in writing in the form approved by the NLT and
- b) accompanied with an application fee as determined by the NLT.

4.3 As soon as practicable after the receipt of an application under Regulation 4.1, the ND must refer the application to the NLT to determine whether to approve or reject the application.

4.4 If the NLT:

- a) approves the application for Affiliate Member status under Regulation 4.3, the ND must:
 - i. notify the applicant of this approval, in writing, as soon as practicable and
 - ii. ensure that the applicant's name is entered in the Register of Affiliate Members within fourteen (14) days after NLT approval.
- b) rejects the application for Affiliate Member status under Regulation 4.3, the ND must notify the applicant of this rejection, in writing, as soon as practicable.

4.5 Upon entering the applicant's name in the Register of Affiliate Members, the applicant is entitled to exercise the rights of an Affiliate Member.

4.6 Affiliate Members do not have the right to vote at general meetings of Missions Interlink.

5. Rights, Privileges and Obligations

5.1 A right, privilege, or obligation by reason of being an Associate, Member or Affiliate Member:

- a) cannot be transferred or transmitted to others another organisation; and
- b) terminates upon the cessation of being an Associate, Member or Affiliate Member, whether by resignation or otherwise (Regulation 7).

5.2 For Associates, Members and Affiliate Members, the NLT will determine the:

- a) annual subscription year;
- b) annual subscription amount; and
- c) date for payment of the annual subscription amount.

5.3 All Associates, Members and Affiliate Members must pay the relevant annual subscription amount within sixty (60) days from the beginning of the subscription year.

5.4 The ND may determine that any new Associates, Members or Affiliate Members who join after the annual subscription year must pay a subscription amount equal to:

- a) the full annual subscription amount;
- b) a pro-rata annual subscription amount based on the remaining part of the subscription year; or
- c) a determined fixed amount.

5.5 Even though the status of an Associate, Member or Affiliate Member ceases from the date that they fail to pay the annual subscription amount under Regulation 7.2(b), their status as such may be reinstated:

- a) when payment of the annual subscription amount is made within that annual subscription year; and
- b) when a declaration is provided by the Associate, Member or Affiliate Member confirming that they meet all eligibility requirements that are applicable to their status; and
- c) the NLT approves their reinstatement.

5.6 Upon reinstatement as an Associate, Member or Affiliate Member, the ND must ensure that the relevant Register of Associates, Members or Affiliate Members are updated to reflect the reinstatement, and the date from when this occurs.

6. Registers of Associates, Members and Affiliate Members

6.1 The ND is responsible for maintaining the separate Register of Associates, Register of Members and Register of Affiliate Members, containing at least the:

- a) name and address of each Associate, Member or Affiliate Member;
- b) date on which each Associate's, Member's or Affiliate Member's name was entered in the Registers; and
- c) dates of any change of status of an Associate, 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 the 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 An Associate, Member or Affiliate Member ceases their status from the date that they:

- a) resign;
- b) fail to meet the requirements for Associate status (Regulation 2), Member status (Regulation 3) or Affiliate Member status (Regulation 4); or
- c) fail to pay the annual subscription amount within sixty (60) days from the beginning of the subscription year; or
- d) are expelled under Regulation 8.2.

7.3 As soon as practicable after an Associate, Member or Affiliate Member ceases their status, the ND must record the cessation date in the relevant register.

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

8.1 The NLT may take action against an Associate, Member or Affiliate Member if it is determined that they:

- a) fail to comply with these Regulations or with Mission Interlink's Standards and Core Values;
- b) fail to support Mission Interlink's Statement of Purpose and/or Statement of Faith; or
- c) engage in unbecoming conduct or conduct that is prejudicial to the interests of Missions Interlink.

8.2 If the NLT is satisfied that there are sufficient grounds for taking action against an Associate, Member or Affiliate Member, the NLT may, by resolution:

- a) suspend the Associate, Member or Affiliate Member for a specified period of time; or
- b) expel the Associate, Member or Affiliate Member.

8.3 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 an Associate, Member or Affiliate Member:

- a) must be made in writing to the ND or Chair;
- b) must specify the Missions Interlink Standard that is alleged to have been breached; and
- c) will be addressed by the NLT.

9.2 Any Associate, Member or Affiliate Member who have had complaints made against them:

- a) is expected to co-operate with NLT's processes to avoid action under Regulation 8.1 and
- b) will be provided with an opportunity to discuss with the NLT (or its appointed representatives) on the proposed review of their status as an Associate, Member or Affiliate Member.

9.3 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 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 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;
- b) receive from the NLT reports, information and updates;
- c) elect the members of the NLT by declaration of a postal or digital ballot or, where a postal or digital 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 nominees for the NLT.

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;
 - 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 by

- a) prepaid post to the address appearing in the registers of Associates and Members or the members of the NLT (as relevant); or
- b) 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
 - c) 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 members 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 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, except for the election of members of the NLT when conducted by postal or email ballot.
- 16.4 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.
- 16.5 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 approved State/Territory Ministry Teams of the national body which shall operate under Principles and Practices approved by the NLT.

18.3 The NLT shall consist of:

- a) a minimum of six (6) elected members representing MI Associates and Members or a number equal to the number of State/Territory Ministry Team representatives, whichever is the greater who shall be elected at the Annual Meeting in each year; and at least two-thirds of elected members shall be the authorised representatives of Members; and
- b) one (1) representative for each approved State/Territory Ministry Team; and
- c) the ND of Missions Interlink as a non-voting member; and
- d) at the discretion of the NLT not more than four (4) 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

19.1 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 Ministry Team representative endorsement shall be determined by the State/Territory Ministry Team 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 midnight of the day of the second Annual Meeting but is eligible for re-election. A 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

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

- a) In the case of an authorised representative of an Associate or Member, 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
 - iii. the authorised representative:
 - resigns from office by notice in writing given to the ND; or
 - ceases to be the authorised representative of the Associate or Member; or
 - is absent from three consecutive NLT meetings without apology or leave of absence.
- b) In the case of a State/Territory Ministry Team representative:
 - i. he/she resigns from office; or
 - ii. ceases to be the nominated representative of the State/Territory Ministry Team; or
 - iii. 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

24.1 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

25.1 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) 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).

25.2 All amendments must be ratified by the Board.

26. Inconsistency

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