

On the following pages of this document are all proposed amendments to our constitution. These changes are based on the amendments to the “Model Constitution for Congregations” that was approved by the 2019 Churchwide Assembly of the ELCA.

Additions are underlined. Deletions are ~~struck through~~ in the text.

In coordination with the following amendments, the 2019 Churchwide Assembly authorized the secretary of the Evangelical Lutheran Church in America to:

- strike “synodical” and replace with “synod”
- strike “the congregation” and replace with “this congregation” where appropriate
- make editorial changes so that the *Model Constitution for Congregations* follows the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America* and the *Constitution for Synods*.

**Grace Lutheran Church proposed additions are underlined.
Deletions are ~~struck through~~ in the text.**

CONSTITUTION FOR GRACE EVANGELICAL LUTHERAN CHURCH OF LILY LAKE
5N600 Hanson Road, St. Charles, Illinois 60175

A CONGREGATION OF THE EVANGELICAL LUTHERAN CHURCH IN AMERICA

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CONSTITUTION FOR GRACE EVANGELICAL LUTHERAN CHURCH OF LILY LAKE PREAMBLE

We, baptized members of the Church of Christ, responding in faith to the call of the Holy Spirit through the Gospel, desiring to unite together to preach the Word, administer the Sacraments, and carry out God's mission, do hereby adopt this constitution and solemnly pledge ourselves to be governed by its provisions. In the name of the Father and of the Son and of the Holy Spirit.

Chapter 1. NAME AND INCORPORATION

- C1.01. The name of this congregation shall be Grace Evangelical Lutheran Church of Lily Lake
- C1.02. For the purpose of this constitution and the accompanying bylaws, the Grace Evangelical Lutheran Church of Lily Lake congregation is hereinafter designated as "this congregation".
- C1.11. This congregation shall be incorporated under the laws of the State of Illinois.

Chapter 2. CONFESSION OF FAITH

- C2.01. This congregation confesses the Triune God, Father, Son, and Holy Spirit.
- C2.02. This congregation confesses Jesus Christ as Lord and Savior and the Gospel as the power of God for the salvation of all who believe.
 - a. Jesus Christ is the Word of God incarnate, through whom everything was made and through whose life, death, and resurrection God fashions a new creation.
 - b. The proclamation of God's message to us as both Law and Gospel is the Word of God, revealing judgment and mercy through word and deed, beginning with the Word in creation, continuing in the history of Israel, and centering in all its fullness in the person and work of Jesus Christ.
 - c. The canonical Scriptures of the Old and New Testaments are the written Word of God. Inspired by God's Spirit speaking through their authors, they record and announce God's revelation centering in Jesus Christ. Through them God's Spirit speaks to us to create and sustain Christian faith and fellowship for service in the world.
- C2.03. This congregation accepts the canonical Scriptures of the Old and New Testaments as the inspired Word of God and the authoritative source and norm of its proclamation, faith, and life.
- C2.04. This congregation accepts the Apostles', Nicene, and Athanasian Creeds as true declarations of the faith of this congregation.
- C2.05. This congregation accepts the Unaltered Augsburg Confession as a true witness to the Gospel, acknowledging as one with it in faith and doctrine all churches that likewise accept the teachings of the Unaltered Augsburg Confession.

- C2.06. This congregation accepts the other confessional writings in the Book of Concord, namely, the Apology of the Augsburg Confession, the Smalcald Articles, the Treatise, the Small Catechism, the Large Catechism, and the Formula of Concord, as further valid interpretations of the faith of the Church.
- C2.07. This congregation confesses the Gospel, recorded in the Holy Scriptures and confessed in the ecumenical creeds and Lutheran confessional writings, as the power of God to create and sustain the Church for God's mission in the world.

Chapter 3. NATURE OF THE CHURCH

- C3.01. All power in the Church belongs to our Lord Jesus Christ, its head. All actions of this congregation are to be carried out under his rule and authority.
- C3.02. The Church exists both as an inclusive fellowship and as local congregations gathered for worship and Christian service. Congregations find their fulfillment in the universal community of the Church, and the universal Church exists in and through congregations. The Evangelical Lutheran Church in America, therefore, derives its character and powers both from the sanction and representation of its congregations and from its inherent nature as an expression of the broader fellowship of the faithful. In length, it acknowledges itself to be in the historic continuity of the communion of saints; in breadth, it expresses the fellowship of believers and congregations in our day.

Chapter 4. STATEMENT OF PURPOSE

- C4.01. The Church is a people created by God in Christ, empowered by the Holy Spirit, called and sent to bear witness to God's creative, redeeming, and sanctifying activity in the world.
- C4.02. To participate in God's mission, this congregation as a part of the Church shall:
- a. Worship God in proclamation of the Word and administration of the sacraments and through lives of prayer, praise, thanksgiving, witness, and service.
 - b. Proclaim God's saving Gospel of justification by grace for Christ's sake through faith alone, according to the apostolic witness in the Holy Scripture, preserving and transmitting the Gospel faithfully to future generations.
 - c. Carry out Christ's Great Commission by reaching out to all people to bring them to faith in Christ and by doing all ministry with a global awareness. Consistent with the understanding of God as Creator, Redeemer, and Sanctifier of all.
 - d. Serve in response to God's love to meet human needs, caring for the sick and the aged, advocating dignity and justice for all people, working for peace and reconciliation among the nations, and standing with the poor and powerless, and committing itself to their needs.
 - e. Nurture its members in the Word of God so as to grow in faith and hope and love, to see daily life as the primary setting for the exercise of their Christian calling, and to use the gifts of the Spirit for their life together and for their calling in the world.

- f. Manifest the unity given to the people of God by living together in the love of Christ and by joining with other Christians in prayer and action to express and preserve the unity, which the Spirit gives.

C4.03. To fulfill these purposes, this congregation shall:

- a. Provide services of worship at which the Word of God is preached and the sacraments are administered.
- b. Provide pastoral care and assist all members to participate in this ministry.
- c. Challenge, equip, and support all members in carrying out their calling in their daily lives and in their congregation.
- d. Teach the Word of God.
- e. Witness to the reconciling Word of God in Christ, reaching out to all people.
- f. Respond to human need, work for justice and peace, care for the sick and the suffering, and participate responsibly in society.
- g. Motivate its members to provide financial support for ~~the~~ **this** congregation's ministry and the ministry of ~~other parts~~ **the other expressions** of the Evangelical Lutheran Church in America.
- h. Foster and participate in interdependent relationships with other congregations, the synod, and the church-wide organization of the Evangelical Lutheran Church in America.
- i. Foster and participate in ecumenical relationships consistent with church-wide policy.

C4.04. This congregation shall develop an organizational structure to be described in the bylaws. The Congregation Vision Team shall prepare descriptions of the responsibilities of each mission team, committee, task force, or other organizational groups and shall review their actions. Such description shall be contained in continuing resolutions of the Congregation Vision Team.

C4.05. This congregation shall adopt **and periodically review** a mission statement **annually** which will provide specific direction for its programs.

Chapter 5. POWERS OF THE CONGREGATION

C5.01. The powers of this congregation are those necessary to fulfill its purpose.

C5.02. The powers of this congregation are vested in the Congregation Meeting called and conducted as provided in this constitution and bylaws.

C5.03. Only such authority as is delegated to the Congregation Vision Team or other organizational units in this congregation's governing documents is recognized.

All remaining authority is retained by ~~the~~ this congregation. ~~The This~~ congregation is authorized to:

- a. Call a pastor as provided in Chapter 9;
- b. Terminate the call of a pastor as provided in Chapter 9;
- c. Call or terminate the call of Associates in Ministry and Diaconal Ministers in conformity with the applicable policy of the Evangelical Lutheran Church in America;
- d. Approve the annual budget; adopt amendments to the constitution, as provided in Chapter 17, and specified in Chapter 16;
- e. Acquire real and personal property by gift, devise, purchase, or other lawful means;
- f. Hold title to and use its property for any and all activities consistent with its purpose;
- g. Sell, mortgage, lease, transfer, or otherwise dispose of its property by any lawful means;
- h. Elect its Congregation Vision Team, boards, and MissionTeams/Committees and require them to carry out their duties in accordance with the constitution, and bylaws, and continuing resolutions; and;
- i. Terminate its relationship with the Evangelical Lutheran Church in America as Provided in Chapter 6.

C5.04. This congregation shall elect from among its voting members laypersons to serve as voting members of the Synod Assembly as well as persons to represent it at meetings of any conference, cluster, coalition, or other area subdivision of which it is a member. The number of persons to be elected by this congregation and other qualifications shall be as prescribed in guidelines established by the *Metropolitan Chicago Synod of the Evangelical Lutheran Church in America*.

C5.05. This congregation shall have a mission endowment fund that will operate as specified in this congregation's [bylaws][continuing resolutions]. The purpose of the mission endowment fund is to provide for mission work beyond the operational budget of this congregation.

Chapter 6. CHURCH AFFILIATION

C6.01. This congregation shall be an interdependent part of the Evangelical Lutheran Church in America or its successor, and of the Metropolitan Chicago Synod of the Evangelical Lutheran Church in America. This congregation is subject to the discipline of the Evangelical Lutheran Church in America.

- C6.02. This congregation accepts the Confession of Faith and agrees to the Purposes of the Evangelical Lutheran Church in America and shall act in accordance with them.
- C6.03. This congregation acknowledges its relationship with the Evangelical Lutheran Church in America in which:
- a. This congregation agrees to be responsible for its life as a Christian Community.
 - b. This congregation pledges its financial support and participation in the life and Mission of the Evangelical Lutheran Church in America.
 - c. This congregation agrees to call pastoral leadership from the clergy roster roster of Ministers of Word and Sacrament of the Evangelical Lutheran Church in America in accordance with its call procedures except in special circumstances and with the approval of the bishop of the synod. These special circumstances are limited either to calling a candidate approved for the roster of Ministers of Word and Sacrament of the Evangelical Lutheran Church in America or to contracting for pastoral services with a minister of Word and Sacrament of a church body with which the Evangelical Lutheran Church in America officially has established a relationship of full communion.
 - d. This congregation agrees to consider associates in ministry ministers of Word and Service for appointment call to other staff positions in the this congregation according to the procedures of the Evangelical Lutheran Church in America.
 - e. This congregation agrees to file this constitution and any subsequent changes to this constitution with the synod for review to ascertain that all of its provisions are in agreement with the constitution and bylaws of the Evangelical Lutheran Church in America and with the constitution of the synod.
- C6.04. Affiliation with the Evangelical Lutheran Church in America may be terminated as follows:
- a. This congregation takes action to dissolve.
 - b. This congregation ceases to exist.
 - c. This congregation is removed from membership in the Evangelical Lutheran Church in America according to the procedures for discipline of the Evangelical Lutheran Church in America or in accordance with provision 9.23. of the constitution and bylaws of the Evangelical Lutheran Church in America.
 - d. The Metropolitan Chicago Synod takes charge and control of the property of this congregation to hold, manage, and convey the same on behalf of the synod pursuant to ¶13.24. of the synod constitution. This congregation shall have the right to appeal the decision to the next Synod Assembly.
 - e. This congregation follows the procedures outlined in C6.05.

C6.05. This congregation may terminate its relationship with the Evangelical Lutheran Church in America by the following procedure:

- a. A resolution indicating the desire of this congregation to terminate its relationship must be adopted at a two legally called and conducted special meetings of this congregation by a two-thirds majority of the voting members present at each meeting. The first such meeting may be held no sooner than 30 days after written notice of the meeting is received by the bishop of the synod, during which time this congregation shall consult with the bishop and the bishop's designees, if any. The times and manner of the consultation shall be determined by the bishop in consultation with the Congregation Council. Unless he or she is a voting member of this congregation, the bishop and the bishop's designees, if any, shall have voice but not vote at the first meeting.
- b. Within 10 days after the resolution has been voted upon at the first meeting, the secretary of this congregation shall submit a copy of the resolution to the synodical bishop, attesting that the special meeting was legally called and conducted and certifying the outcome of the vote, and shall mail a copy send copies of the resolution and certification to voting members of this congregation. This notice shall be submitted within 10 days after the resolution has been adopted.
- c. If the resolution was adopted by a two-thirds vote of the voting members present at the first meeting, the bishop of the synod and this congregation shall continue in consultation, as specified in paragraph a. above, during a period of at least 90 days after receipt by the bishop of the attestation and certification as specified in paragraph b. above. shall consult with this congregation during a period of at least 90 days.
- d. If this congregation, after such consultation, still desires to terminate its relationship, is still considering termination of its relationship with this church, such action may be taken at a legally called and conducted special meeting by a two-thirds majority of the voting members present. Notice of the second meeting shall be mailed sent to all voting members and to the bishop at least 10 days in advance of the meeting. Unless he or she is a voting member of this congregation, the bishop and the bishop's designees, if any, shall have voice but not vote at the second meeting. at which meeting the bishop of the synod or an authorized representative shall be present.
- e. A certified copy of the resolution to terminate its relationship shall be sent to the synodical bishop, at which time the relationship between this congregation and ELCA shall be terminated. Within 10 days after the resolution has been voted upon, the secretary of this congregation shall submit a copy of the resolution to the bishop, attesting that the second special meeting was legally called and conducted and certifying the outcome of the vote, and shall send copies of the resolution and certification to the voting members of the congregation. If the resolution was adopted by a two-thirds vote of the voting members present at the second meeting, the relationship between the congregation and this church shall be terminated subject to Synod Council approval as required by paragraphs f. and g. below.

- f. Notice of termination shall be forwarded by the synodical bishop to the secretary of this church and published in the periodical of this church. Unless this notification to the bishop also certifies that this congregation has voted to affiliate with another Lutheran denomination, this congregation shall be deemed an independent or non-Lutheran church, in which case *C7.04. shall apply.
- f. Since this congregation was a member of the Lutheran Church in America it shall be required, in addition to the foregoing provisions in C6.05., to receive synodical approval before terminating its membership in the Evangelical Lutheran Church in America. This congregation shall abide by these covenants by and among the three expressions of this church:
 - 1. Congregations seeking to terminate their relationship with this church which fail or refuse to comply with each of the foregoing provisions in *C6.05. shall be required to receive Synod Council approval before terminating their membership in this church.
 - 2. Congregations which had been members of the Lutheran Church in America shall be required, in addition to complying with the foregoing provisions in *C6.05., to receive synod approval before terminating their membership in this church.
 - 3. Congregations established by the Evangelical Lutheran Church in America shall be required, in addition to complying with the foregoing provisions in *C6.05., to satisfy all financial obligations to this church and receive Synod Council approval before terminating their membership in this church.
- h. Since this congregation was established by the Evangelical Lutheran Church in America it shall be required, in addition to the foregoing provisions in C6.05., to receive synodical approval before terminating its membership in the Evangelical Lutheran Church in America. If this congregation fails to achieve the required two-thirds vote of voting members present at this congregation's first meeting as specified in paragraph a. above or fails to achieve the required two-thirds vote of voting members present at this congregation's second meeting as specified in paragraph d. above, another attempt to consider termination of relationship with this church must follow all requirements of *C6.05. and may begin no sooner than six months after the meeting at which the two-thirds vote was not achieved.

C6.06. If this congregation is considering relocation, it shall confer with the bishop of the synod in which it is territorially located before any steps are taken leading to such action. The approval of the Synod Council shall be received before any such action is effected taken.

Chapter 7. PROPERTY OWNERSHIP

C7.01. If this congregation ceases to exist, title to undisposed property shall pass to the Metropolitan Chicago Synod of the Evangelical Lutheran Church in America.

- C7.02. If this congregation is removed from membership in the Evangelical Lutheran Church in America according to its procedure for discipline or pursuant to 9.23. of the constitution and bylaws of the Evangelical Lutheran Church in America, title to property shall continue to reside in this congregation.
- C7.03. If a two-thirds majority of the voting members of this congregation present at a regularly legally called and conducted special meeting of this congregation vote to transfer to another Lutheran church body, title to property shall continue to reside in this congregation, provided the process for termination of relationship in *C6.05. has been followed. Before this congregation takes action to transfer to another Lutheran church body, it shall consult with representatives of the Metropolitan Chicago Synod.
- C7.04. If a two-thirds majority of the voting members of this congregation present at a regularly legally called and conducted special meeting of this congregation vote to become independent or relate to a non-Lutheran church body and have followed the process for termination of relationship in *C6.05. title to property of this congregation shall continue to reside in this congregation only with the consent of the Synod Council. The Synod Council, after consultation with this congregation by the established synodical process established by the synod, may give approval to the request to become independent or to relate to a non-Lutheran church body, in which case title shall remain with the majority of this congregation. If the Synod Council fails to give such approval, title shall remain with those members who desire to continue as a congregation of the Evangelical Lutheran Church in America. In neither case does title to this congregation's property transfer to the synod.
- C7.05. Notwithstanding the provisions of *C7.02. and *C.7.03. above, where this congregation has received property from the synod pursuant to a deed or other instrument containing restrictions under provision 9.71.a. of the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*, this congregation accepts such restrictions and:
- a. Shall not transfer, encumber, mortgage, or in any way burden or impair any right, title, or interest in the property without prior approval of the Synod Council.
 - b. Shall—upon written demand by the Synod Council, pursuant to †§13.23. of the constitution of the Metropolitan Chicago Synod— reconvey and transfer all right, title, and interest in the property to the synod.

Chapter 8. MEMBERSHIP

- C8.01. Members of this congregation shall be those baptized persons on the roll of this congregation at the time that this constitution is adopted and those who are admitted thereafter and who have declared and maintain their membership in accordance with the provisions of this constitution and its bylaws.
- C8.02. Members shall be classified as follows:
- a. **Baptized** members are those persons who have been received by the Sacrament of Holy Baptism in this congregation, or, having been previously baptized in the

name of the Triune God, have been received by certificate of transfer from other Lutheran congregations or by affirmation of faith.

- b. **Confirmed** members are baptized persons who have been confirmed in this congregation, those who have been received by adult baptism or by transfer as confirmed members from other Lutheran congregations, or baptized persons received by affirmation of faith.
- c. **Voting** members are confirmed members. Such confirmed members, during the current or preceding calendar year, shall have communed during the current or preceding year in this congregation and shall have made a contribution of record to this congregation. Members of this congregation who have satisfied these basic standards shall have the privilege of voice and vote at every regular and special meeting of this congregation as well as the other rights and privileges ascribed to voting members by the provisions of this constitution and its bylaws. They shall not have voted as a seasonal member of another congregation of this church in the previous two calendar months.
- d. **Associate** members are persons holding membership in other Christian congregations who wish to retain such membership but desire to participate in the life and mission of this congregation. They have all the privileges and duties of membership except voting rights and eligibility for elected offices or membership on the Congregation Vision Team of this congregation.
- e. **Historical** members are persons who no longer meet the requirements as a voting member. Even though they have promised to make diligent use of Holy Communion as a means of grace, they have subsequently chosen not to worship and commune with us at this time. Individuals who have not communed for two consecutive years will be moved from the role of voting member to the historical role. These individuals are always welcome to worship and commune with us, and will be restored to voting membership by communing. If requested, the pastor will visit them in the hospital, conduct their funerals, and baptize their children if the parents accept the responsibilities connected with baptism. These members may not vote in congregational meetings, they will not be included in membership statistics to synod, they will not receive church mailings, they will not be included in stewardship efforts, they will not be assigned offering envelopes, and should not expect automatically to be married by the pastor.
- f. **Seasonal** members are voting members of other congregations of this church who wish to retain such membership but desire to participate in the life and mission of this congregation, including exercising limited voting rights in this congregation. The Congregation Council may grant seasonal membership to such persons provided that this congregation is a member of a synod where the Synod Council has approved seasonal member voting on its territory. Such seasonal members shall have all the privileges and duties of voting members except that:
 - 1. they shall not be eligible for elected office in, or for membership on the Congregation Council or on a call committee of, this congregation;

2. they shall not have the right to vote on any matter concerning or affecting the call or termination of call of any minister of this congregation;
3. they shall not have the right to vote on any matter concerning or affecting the affiliation of this congregation with this church;
4. they shall not be eligible to serve as voting members from this congregation of the Synod Assembly or the Churchwide Assembly;
5. they shall not, even if otherwise permitted by this congregation, vote by proxy or by absentee ballot; and
6. they shall not, within any two calendar month period, exercise voting rights in this congregation and in the congregation where they remain voting members.

C8.03. All applications for confirmed membership shall be submitted to and shall require the approval of the Congregation Vision Team.

C8.04. It shall be the privilege and duty of members of this congregation to:

- a. Make regular use of the means of grace, both Word and sacraments;
- b. Live a Christian life in accordance with the Word of God and the teachings of the Lutheran church; and
- c. Support the work of this congregation, the synod, and the churchwide organization of the Evangelical Lutheran Church in America through contributions of their time, abilities, and financial support as biblical stewards.

C8.05. Membership in this congregation shall be terminated by any of the following:

- a. Death;
- b. Resignation;
- c. Transfer or release;
- d. Disciplinary action by the Congregation Vision Team in accordance with Chapter 20 of the constitution and bylaws of the Evangelical Lutheran Church in America
- e. removal from the roll due to inactivity in accordance with the provisions of this constitution and its bylaws.

Such persons who have been removed from the roll of members shall remain persons for whom the Church has a continuing pastoral concern.

Chapter 9. THE PASTOR ROSTERED MINISTER

- C9.01. Authority to call a pastor shall be in this congregation by at least a two-thirds majority ballot vote of members present and voting at a meeting ~~regularly~~ legally called for that purpose. Before a call is issued, a Mission Team elected by the Congregation Vision Team to recommend the call, shall seek the advice and help of the bishop of the synod.
- C9.02. Only a member of the ~~clergy roster~~ roster of Ministers of Word and Sacrament of the Evangelical Lutheran Church in America or a candidate for the roster of ~~ordained ministers~~ Ministers of Word and Sacrament who has been recommended for ~~the this~~ congregation by the synodical bishop may be called as a pastor of this congregation.
- C9.03. Consistent with the faith and practice of the Evangelical Lutheran Church in America,
- a. Every ~~ordained~~ minister of Word and Sacrament shall:
 - 1) preach the Word;
 - 2) administer the sacraments;
 - 3) conduct public worship;
 - 4) provide pastoral care;
 - 5) seek out and encourage qualified persons to prepare for the ministry of the Gospel;
 - 6) impart knowledge of this church and its wider ministry through available channels of effective communication.
 - 7) witness to the Kingdom of God in the community, in the nation, and abroad; and
 - 8) speak publicly to the world in solidarity with the poor and oppressed, calling for justice and proclaiming God's love for the world.
 - b. Each ~~ordained minister~~ pastor with a congregational call shall, within the congregation:
 - 1) offer instruction, confirm, marry, visit the sick and distressed, and bury the dead;
 - 2) ~~supervise~~ relate to all schools and organizations of this congregation;
 - 3) install regularly elected members of the Congregation Vision Team; and
 - 4) with the Congregation Vision Team, administer discipline.
 - 5) endeavor to increase the support given by the congregation to the work of the churchwide organization and of the Metropolitan Chicago Synod; and

6) encourage adherence to conventional relationship with this church as expressed in the *Constitutions, Bylaws, and Continuing Resolutions of the Evangelical Lutheran church in America*.

c. Every pastor shall:

1) seek out and encourage qualified persons to prepare for the ministry of the Gospel and strive to extend the Kingdom of God in the community, in the nation, and abroad;

2) impart knowledge of this church and its wider ministry through distribution of its periodicals and other publications; and

3) endeavor to increase the support given by the congregation to work of the ELCA churchwide organization and of the Metropolitan Chicago Synod of the ELCA.

C9.04. The specific duties of the pastor, compensation, and other matters pertaining to the service of the pastor shall be included in a letter of call, which shall be attested by the bishop of the synod.

C9.05. The provisions for termination of the mutual relationship between a minister of Word and Sacrament and this congregation shall be as follows:

a. The call of a congregation, when accepted by a pastor, shall constitute continuing mutual relationship and commitment which, ~~except in the case of the~~ shall be terminated only by the pastor's death of the pastor, the call shall be terminated only or following consultation with the synodical bishop and for the following reasons:

1) mutual agreement to terminate the call or the completion of a call for a specific term;

2) resignation of the pastor, which shall become effective, unless otherwise agreed, 30 days after the date on which it was submitted;

3) inability to conduct the pastoral office effectively in ~~the~~ this congregation in view of local conditions, without reflection on the competence or the moral and spiritual character of the pastor;

4) the physical or mental incapacity of the pastor;

5) ~~disqualification~~ suspension of the pastor through discipline for more than three months ~~on grounds of doctrine, morality, or continued neglect of duty;~~

6) resignation or removal of the pastor from the roster of Ministers of Word and Sacrament of this church;

- 7) suspension of the congregation as a result of discipline proceedings; termination of the relationship between this church and this congregation;
 - 8) dissolution of this congregation or the termination of a parish arrangement; or
 - 9) suspension of this congregation through discipline for more than six months.
- b. When allegations of physical or mental incapacity of the pastor under paragraph a.4) above, or ineffective conduct of the pastoral office under paragraph a.3) above, have come to the attention of the bishop of the synod,
- 1) the bishop in his or her sole discretion may investigate such conditions personally together with a committee of two rostered ministers and one layperson, or
 - 2) when such allegations have been brought to the synod's attention by an official recital of allegations by the Congregation Vision Team or by a petition signed by at least one-third of the voting members of ~~the this~~ congregation, the bishop personally shall investigate such conditions personally in company together with a committee of two ordained rostered ministers and one layperson.
- c. In case of alleged physical or mental incapacity, competent medical testimony shall be obtained. When such disability is evident, the bishop of the synod with the advice of the committee shall declare the pastorate vacant. Upon the restoration of a disabled pastor to health, the bishop of the synod shall take steps to enable the pastor to resume the ministry, either in the congregation last served or in another field of labor. In case of alleged physical disability or mental incapacity under paragraph a.4) above, the bishop's committee shall obtain and document competent medical opinion concerning the pastor's condition. When a disability or incapacity is evident to the committee, the bishop of this synod may declare the pastorate vacant. When the pastorate is declared vacant, the Synod Council shall list the pastor on the roster of Ministers of Word and Sacrament with disability status. Upon removal of the disability and the restoration of the pastor to health, the bishop shall take steps to enable the pastor to resume the ministry, either in the congregation last served or in another appropriate call.
- d. In the case of alleged local difficulties that imperil the effective functioning of ~~the this~~ congregation under paragraph a.3) above, the bishop's committee shall endeavor to hear from all concerned persons shall be heard, after which the bishop ~~of the synod~~ together with the committee ~~described in C9.05.b.~~ shall present their recommendations first to the pastor and then to ~~the this~~ congregation. The recommendations of the bishop's committee must address whether the pastor's call should come to an end and, if so, may suggest appropriate severance arrangements. The committee may also propose other actions that should be undertaken by ~~the this~~ congregation and by the pastor, if appropriate. If the pastor and congregation agree to carry out such recommendations, no further action need be taken by the synod. decide on the course of action to be recommended to the pastor and the congregation. If they agree to carry out such recommendations, no further action shall be taken by the synod. If either party fails to assent, the congregation may dismiss the pastor by a two thirds majority

vote of the voting members present and voting at a legally called meeting after consultation with the bishop.

- e. If either party fails to assent to the recommendations of the bishop's committee concerning the pastor's call, this congregation may dismiss the pastor only at a legally called meeting after consultation with the bishop, either (a) by a two-thirds vote of the voting members present and voting where the bishop and the committee did not recommend termination of the call, or (b) by a majority vote of the voting members present and voting where the bishop and the committee recommended termination of the call.
 - f. If, in the course of proceedings described in C9.05.d, paragraph c. or paragraph d. above, the bishop's committee concludes that there may be grounds for disciplinary action discipline, the committee shall make recommendations concerning disciplinary action in accordance with the provisions of this church's constitution, bylaws, and continuing resolutions. to the synodical bishop who may bring charges, in accordance with the provisions of the constitution and bylaws of the Evangelical Lutheran Church in America and the constitution of this synod.
- C9.06. At a time of pastoral vacancy, an interim pastor may be appointed by the bishop of the synod with the consent of this congregation or the Congregation Vision Team.
- C9.07. During the period of service, an interim pastor shall have the rights and duties in the this congregation of a regularly called pastor and may delegate the same in part to a supply pastor with the consent of the bishop of the synod and this congregation or Congregation Vision Team. The interim pastor and any ordained pastor rostered minister providing assistance shall refrain from exerting influence in the selection of a pastor. Unless previously agreed upon by the Synod Council, an interim pastor is not available for a regular call to the congregation served.
- C9.08. This congregation shall make satisfactory settlement of all financial obligations to a former pastor before calling a successor. A pastor shall make satisfactory settlement of all financial obligations to this congregation before beginning service in a call to another congregation or employment in another ministry setting related to the Evangelical Lutheran Church in America.
- C9.09. When a pastor is called to serve in company with another pastor or pastors, the privileges and responsibilities of each pastor shall be specified in documents to accompany the call and to be drafted in consultation involving the pastors, the Congregation Vision Team, and the bishop of the synod. As occasion requires, the documents may be revised through a similar consultation.
- C9.11. With the approval of the bishop of the synod, the this congregation may depart from C9.05.a. and call a pastor for a specific term. Details of such calls shall be in writing setting forth the purpose and conditions involved. Prior to the completion of a term, the bishop or a designated representative of the bishop shall meet with the pastor and representatives of the this congregation for a review of the call. Such call may also be terminated before its expiration in accordance with the provisions of C9.05.a.

C9.12. The pastor of this congregation:

- 1) shall keep accurate parochial records of all baptisms, confirmations, marriages, burials, communicants, members received, members dismissed, or members excluded from the congregation;
- 2) shall submit a summary of such statistics annually to the synod; and
- 3) shall be a member of the congregation that has extended the upon receipt and acceptance of the letter of call. In a parish of multiple congregations, the pastor shall hold membership in one of the congregations.

C9.13. The pastor(s) shall submit a report of his or her ministry to the bishop of the synod at least 90 days prior to each regular meeting of the Synod Assembly.

C9.14. The parochial records of this congregation shall be maintained by the pastor and shall remain the property of this congregation. The secretary of this congregation shall attest in writing to the bishop of this synod that such records have been placed in his or her hands in good order by a departing pastor before the installation of that pastor in another call or approval of a request for change in roster status.

C9.15 Under special circumstances, subject to the approval of the synodical bishop and the concurrence of this congregation, an ordained a minister of Word and Sacrament of a church body with which the Evangelical Lutheran Church in America officially has established a relationship of full communion may serve temporarily as pastor of this congregation under a contract between the this congregation and the ordained minister pastor in a form proposed by the synodical bishop and approved by the this congregation.

Chapter 10. CONGREGATION MEETING

C10.01. The annual meeting of this congregation shall be held at a time specified in the bylaws. This congregation shall have at least one regular meeting per year. The regular meeting(s) of the congregation shall be held at the time(s) specified in the bylaws. Consistent with the laws of the State of Illinois, the bylaws shall designate one regular meeting per year as the annual meeting of this congregation.

C10.02. A special Congregation Meeting may be called by the pastor, or the Congregation Vision Team, or the president of this congregation, and shall be called by the president of this congregation and shall be called at the upon written request of ten percent (10%) of the voting members. The president of the Congregation Council shall call a special meeting upon request of the synod bishop. The call for each special meeting shall specify the purpose for which it is to be held and no other business shall be transacted.

C10.03. Notice of all meetings of this congregation shall be given at the services of worship on the preceding two consecutive Sundays or by mail to all voting members at least ten (10) days in advance of the date of the meeting. The posting of such notice in the regular mail, with the regular postage affixed or paid, sent to the last known address of such members shall be sufficient.

C10.04. Thirty Two (32) voting members shall constitute a quorum.

- C10.05. Voting by proxy or by absentee ballot shall not be permitted.
- C10.06. All actions approved by ~~the~~ this congregation shall be by majority vote of those members present and voting, except as otherwise provided in this constitution or by state law.
- C10.07. Robert's Rules of Order, latest edition, shall govern parliamentary procedure of all meetings of this congregation.

C10.08. This congregation may hold meetings by remote communication, including electronically and by telephone conference, as long as there is an opportunity for simultaneous aural communication. To the extent permitted by state law, notice of all meetings may be provided electronically.

Chapter 11. OFFICERS

- C11.01. The officers of this congregation shall be elected from the members of the Congregation Vision Team and shall be a president, vice president, secretary and treasurer. In leu of the treasurer of this congregation being part of the Congregation Vision Team, a member of the financial team may be elected to serve the Congregation Vision Team.
- a. Duties of the officers shall be specified in the bylaws.
 - b. The officers shall be voting members of ~~the~~ this congregation.
- C11.02. The officers shall be elected by written ballot and shall serve for two years or until their successors are elected. Their terms shall begin at the close of the annual meeting at which they are elected.
- C11.03. No officers shall be eligible to serve more than three full terms consecutively.

Chapter 12. CONGREGATION VISION TEAM

- C12.01. The voting membership of the Congregation Vision Team shall consist of the pastor(s), five elected members of ~~the~~ this congregation (who also become the officers of the congregation). Any voting member of ~~the~~ this congregation may be elected, subject only to the limitation on the length of continuous service permitted in that office. A member's place on the Congregation Vision Team shall be declared vacant by the Congregation Vision Team if the member a) ceases to be a voting member of this congregation or b) is absent from four successive regular meetings of the Congregation Vision Team without cause. Consistent with the laws of the state in which this congregation is incorporated, this congregation may adopt procedures for the removal of a member of the Congregation Council in other circumstances.
- C12.02. The members of the Congregation Vision Team except the pastor(s) shall be elected by written ballot to serve for two years or until their successors are elected. Such members shall be eligible to serve no more than three full terms consecutively. Their terms shall begin at the close of the annual meeting at which they are elected.

- C12.03. Should a member's place on the Congregation Vision Team be declared vacant, the Congregation Vision Team shall elect, by majority vote, a successor until the next annual meeting.
- C12.04. The Congregation Vision Team shall have general oversight of the life and activities of this congregation, and in particular its worship life, to the end that everything be done in accordance with the Word of God and the faith and practice of the Evangelical Lutheran Church in America. The duties of the Congregation Vision Team shall include the following:
- a. to lead this congregation by holding up the mission and vision, to annually do vision building, long-range planning, to set goals and priorities, and to evaluate its activities in light of its vision, mission and goals.
 - b. to seek to involve all members of this congregation in using their gifts for the mission and ministry.
 - c. to oversee and provide for the administration of this congregation to enable it to fulfill its functions and perform its mission.
 - d. to maintain supportive relationships with the pastor(s) and staff and help them annually to evaluate the fulfillment of their calling, appointment, or employment.
 - e. To be examples individually and corporately of the style of life and ministry expected of all baptized persons.
 - f. To promote a congregational climate of peace and goodwill and, as differences and conflicts arise, to endeavor to foster mutual understanding.
 - g. to arrange for pastoral service during the sickness or absence of the pastor.
 - h. To emphasize partnership with support of the synod and churchwide units of the Evangelical Lutheran Church in America as well as cooperation with other congregations, both Lutheran and non-Lutheran, subject to established policies of the synod and the Evangelical Lutheran Church in America.
 - i. To recommend and encourage the use of program resources produced or approved by the Evangelical Lutheran Church in America.
 - j. to seek out and encourage qualified persons to prepare for the ministry of the Gospel.
- C12.05. The Congregation Vision Team shall be responsible for the financial and property matters of this congregation.
- a. The Congregation Vision Team shall be the board of directors of this congregation, and as such shall be responsible for maintaining and protecting its property and the management of its business and fiscal affairs. It shall have the

powers and be subject to the obligations that pertain to such boards under the laws of the State of Illinois, except as otherwise provided herein.

- b. The Congregation Vision Team shall not have the authority to buy, sell, or encumber real property unless specifically authorized to do so by a meeting of the this congregation.
- c. For items not included in the budget, the Congregation Vision Team may enter into contracts of up to \$5000 or three percent (3%) of the annual budgeted expenses.
- d. The Congregation Vision Team shall provide for the preparation of an annual budget for adoption by this congregation, shall supervise the expenditure of funds in accordance therewith following its adoption, and may incur obligations more than \$5000 or three percent (3%) of the annual budgeted expenses in excess of the anticipated receipts only after approval by a Congregation Meeting. The budget shall include this congregation's full indicated share in support of the wider ministry being carried on in partnership collaboration with the synod and churchwide organization.
- e. The Congregation Vision Team shall ascertain that the financial affairs of this congregation are being conducted efficiently, giving particular attention to the prompt payment of all obligations and to the regular forwarding of mission support monies to they synod treasurer.
- f. The Congregation Vision Team shall be responsible for this congregation's investments and its total insurance program.

- C12.06. The Congregation Vision Team shall see that the provisions of this constitution, and its bylaws, and the continuing resolutions are carried out.
- C12.07. The Congregation Vision Team shall provide for an annual review of the membership roster.
- C12.08. The Congregation Vision Team shall be responsible for the appointment employment and supervision of the salaries lay workers staff of this congregation. Nothing in this provision shall be deemed to affect this congregation's responsibility for the call, terms of call, or termination of call of any employees who are on a roster of this church.
- C12.10. The Congregation Vision Team shall normally meet once a month. Special meetings may be called by the pastor or the president, and shall be called by the president at the request of at least one-half of its members. Notice of each special meeting shall be given to all who are entitled to be present.
- C12.11. A quorum for the transaction of business shall consist of a majority of the members of the Congregation Vision Team, including the pastor.
- C12.12. The Congregation Vision Team shall be responsible for the appointment and supervision of the Financial Secretary of this congregation.

C12.13. The Congregation Vision Team and its committees may hold meeting by remote communication, including electronically and by telephone conference and, to the extent permitted by state law, notice of all meetings may be provided electronically.

Chapter 13. CONGREGATION MISSION TEAMS/COMMITTEES

- C13.01. The officers of this congregation and the pastor shall constitute the Congregation Vision Team.
- C13.02. A Nominating Team of six voting members of this congregation, shall be elected at the annual meeting for a term of two years three members to be elected in alternating years. Members of the Nominating Committee are not eligible for consecutive reelection.
- C13.03. An Audit Mission Team of three voting members shall be elected by the Congregation at the annual meeting. The Audit Team members shall not be members of the Congregation Vision Team or Finance Team. Term of office shall be three years, with one member elected each year. Members shall be eligible for reelection.
- C13.04. A Staff Support Mission Team of five shall be maintained, and appointed jointly by the Congregation Vision Team and the Pastor. Term of office shall be two years, three member's then two members shall be appointed in alternating years.
- C13.05. When a pastoral vacancy occurs in a position for which this congregation calls a rostered minister, a Call Committee shall be formed of six voting members elected by the Congregation Vision Team. Term of office will terminate upon installation of the newly called pastor.
- C13.06. Other congregation Mission Teams and/or committees may be formed as the need arises, and will be supported, spiritually and financially by the Congregation Vision Team.
- C13.07. Duties of congregation Mission Teams and/or committees shall be specified in the bylaws and/or continuing resolutions.
- C13.08. The pastor of this congregation shall be *ex officio* a member of all committees and boards of this congregation. [The president of this congregation shall be *ex officio* a member of all committees and boards of this congregation, except the Nominating Committee.]

Chapter 14. ORGANIZATIONS WITHIN THE THIS CONGREGATION

- C14.01. All organizations within this congregation shall exist to aid it in ministering to the members of this congregation and to all persons who can be reached with the Gospel of Christ. As outgrowths and expressions of this congregation's life, the organizations are subject to its oversight and direction. This congregation at its meeting shall determine their policies, guide their activities, and receive reports concerning their membership, work, and finances.

- C14.02. Special interest groups, other than those of the official organizations of the Evangelical Lutheran Church in America, may be organized only after authorization has been given by the Congregation Vision Team and specified in a continuing resolution.

Chapter 15. DISCIPLINE OF MEMBERS AND ADJUDICATION

- C15.01. Persistent and public denial of the Christian faith as described in this constitution, willful or criminal conduct grossly unbecoming a member of the Church of Christ, or persistent trouble making in this congregation are continual and intentional interference with the ministry of this congregation, or willful and repeated harassment or defamation of member(s) of this congregation is sufficient cause for discipline of a member. Prior to disciplinary action, reconciliation and repentance will be attempted following Matthew 18:15-17, proceeding through these successive steps as necessary: a) private counsel and admonition by the pastor, b) censure and admonition by the pastor in the presence of two or three witnesses, c) citation to appear before the Congregation Vision Team, c) written referral of the matter by the Congregation Vision Team to the vice president of the synod, who will refer it to a consultation panel drawn from the Consultation Committee of the synod, and d) written referral of the matter by the consultation panel to the Committee on Discipline of the synod. If, for any reason, the pastor is unable to administer the admonitions required by paragraphs a. and b. hereof, those steps may be performed by another pastor chosen by the Congregation Vision Team.
- C15.02. The process for discipline of a member of the this congregation shall be governed as prescribed by the chapter on discipline in the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*. If discipline against a member proceeds beyond counseling and admonition by the pastor. If the counseling, censure, and admonitions pursuant to *C15.01. do not result in repentance and amendment of life, charges against the accused member(s) that are specific and in writing shall be prepared by member(s) of the congregation who shall sign the charges as the accuser(s). The written charges shall be filed with the pastor, who shall advise the Congregation Vision Team of the need to issue a written citation to the accused and the accusers that specifies the time and place of the hearing before the Congregation Vision Team. The written charges shall accompany the written citation to the accused. A member charged with the offense shall appear before the Congregation Vision Team after having received a written citation, at least ten days prior to the meeting. If the member charged with the offense fails to appear at the scheduled hearing, the Congregation Vision Team may proceed with the hearing and may pass judgment in the member's absence. may be prepared by the Congregation Vision Team, signed, and submitted to the vice president of the synod. The vice president shall select from the synod's Consultation Committee a panel of five members (three laypersons and two ministers of Word and Sacrament). A copy of the written charges shall be provided to the consultation panel and the accused member(s). The consultation panel, after requesting a written reply to the charges from the accused member(s), shall consider the matter and seek a resolution by means of investigation, consultation, mediation, or whatever other means may seem appropriate. The panel's efforts to reach a mutually agreeable resolution shall continue for no more than 45 days after the matter is submitted to it.

- C15.03. If the consultation panel fails to resolve the matter, that panel shall refer the case in writing, including the written charges and the accused member's reply, to the Committee on Discipline of the synod for a hearing. A copy of the panel's written referral shall be delivered to the vice president of the synod, the Congregation Council, and the accused member(s) at the same time it is sent to the Committee on Discipline of the synod. The Executive Committee of the Synod Council shall then select six members from the Committee on Discipline to decide the case and shall appoint a member of the Synod Council to preside as nonvoting chair. Those six members, plus the nonvoting chair, comprise the discipline hearing panel for deciding the case. The Congregation Council and the accused member(s) are the parties to the case.
- C15.04. The discipline hearing panel shall commence and conduct the disciplinary hearing in accordance with the provisions governing discipline of congregation members prescribed in the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*.
- C15.05. Should the allegations be sustained by a two-thirds majority vote of the members of the Congregation Vision Team and renewed admonition prove ineffectual, the Vision Team shall impose. By the vote of at least two-thirds of the members of the discipline hearing panel who are present and voting, one of the following disciplinary actions sanctions can be imposed:
- a. suspension from the privileges of congregation membership for a designated period of time;
 - b. suspension from the privileges of congregation membership until the pastor and Congregation Council receive evidence, satisfactory to them, of repentance and amendment of life;
 - c. termination of membership in this congregation; or
 - d. termination of membership in this congregation and exclusion from the church property and from all congregation activities.

Disciplinary actions b. and c. shall be delivered to the member in writing.

- C15.06. The written decision of the discipline hearing panel shall be sent to the vice president of the synod, the accused member(s), and the Congregation Vision Team as required by the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*. The decision of the discipline hearing panel shall be implemented by the Congregation Vision Team and recorded in the minutes of the next Vision Team meeting.
- C15.07. No member of this congregation shall be subject to discipline a second time for offenses that a discipline hearing panel has heard previously and decided pursuant to this chapter.
- C15.10. **Adjudication**

C15.11. When there is disagreement among factions within this congregation on a substantive issue ~~that~~ which cannot be resolved by the parties, members of this congregation ~~shall have access~~ may petition to the synodical bishop for consultation after informing the Congregation Vision Team of their intent to do so. ~~If the consultation fails to resolve the issue(s), the Consultation Committee of the synod shall consider the matter. If the Consultation Committee of the synod shall fail to resolve the issue(s), the matter shall be referred to the Synod Council, whose decision shall be final. The synod bishop shall seek a timely resolution of the dispute. If the issue relates directly to the pastor, the bishop may begin the process in ¶S14.18.d. In all other matters, if the bishop's consultation fails to resolve the issue, the bishop shall refer the matter to the Consultation Committee of the synod, which shall undertake efforts to find an appropriate solution. If the Consultation Committee's efforts fail to resolve the dispute, the entire matter shall be referred to the Synod Council for adjudication by whatever process the Council deems necessary. The Synod Council's decision shall be final.~~

Chapter 16. BYLAWS

- C16.01. This congregation may adopt bylaws. No bylaw may conflict with this constitution.
- C16.02. Bylaws may be adopted or amended at any legally called meeting of this congregation with a quorum present by a majority vote of those voting members present and voting.
- C16.03. Changes to the bylaws may be proposed by any voting member provided, however, that such additions or amendments be submitted in writing to the Congregation Vision Team at least 60 days before a regular or special Congregation Meeting called for that purpose. ~~and that~~ The Congregation Vision Team shall notify ~~the this~~ congregation's members by mail of the proposal with the Vision Team's recommendations at least 30 days in advance of the Congregation Meeting. Notification may take place by mail or electronic means, as permitted by state law.
- C16.04. ~~Approved changes to the~~ Adopted or amended bylaws shall be sent by the secretary of this congregation to the synod.

Chapter 17. AMENDMENTS

- C17.01. Unless provision C17.04. is applicable, those sections of this constitution that are not required, in accord with the *Model Constitution for Congregations of the Evangelical Lutheran Church in America*, may be amended in the following manner. Amendments may be proposed by at least ~~32~~ 30 voting members or by the Congregation Vision Team. Proposals must be filed in writing with the Congregation Vision Team 60 days before formal consideration by this congregation at a regular or special Congregation Meeting called for that purpose. The Congregation Vision Team shall notify ~~the this~~ congregation's members by mail of the proposal together with the Vision Team's recommendations at least 30 days in advance of the meeting. Notification may take place by mail or electronic means, as permitted by state law.
- C17.02. An amendment to this constitution, proposed under *C17.01., shall:
- be approved at a legally called Congregation Meeting according to this constitution meeting of this congregation by a majority vote of those present and voting;
 - be ratified without change at the next annual meeting regular meeting of this

- congregation held pursuant to C 10.20., by a two-thirds majority vote of those voting members present and voting; and
- c. have the effective date included in the resolution¹ and noted in the constitution.
- C17.03. Any amendments to this constitution that result from the processes provided in *C17.01. and *C17.02. shall be sent by the secretary of this congregation to the synod. The amendment shall become effective within 120 days from the date of the receipt of the notice by the synod unless the synod informs this congregation that the amendment is in conflict with the constitution and bylaws of the Evangelical Lutheran Church in America or the constitution of the Metropolitan Chicago Synod of the ELCA. The synod shall notify this congregation of its decision to approve or disapprove the proposed changes; the changes shall go into effect upon notification that the synod has approved them.
- C17.04. Whenever the *Model Constitution for Congregations* is amended by the Churchwide Assembly, this constitution may be amended to incorporate any such amendment by a simple majority vote of those voting members present and voting at any subsequent meeting of the congregation without presentation at a prior meeting of the congregation, provided that the Congregation Council has submitted by mail notice to the congregation of such an amendment or amendments, together with the council's recommendations, at least 30 days prior to the meeting. Following the adoption of an amendment, the secretary of the congregation shall submit a copy thereof to the synod. Such provisions shall become effective immediately following a vote of approval. This constitution may be amended to bring any section into conformity with a section or sections, either required or not required, of the *Model Constitution for Congregations of the Evangelical Lutheran Church in America* as most recently amended by the Churchwide Assembly. Such amendments may be approved by a majority vote of those voting members present and voting at any legally called meeting of this congregation without presentation at a prior meeting of this congregation, provided that the Congregation Vision Team has submitted by mail or electronic means, as permitted by state law, notice to this congregation of such an amendment or amendments, together with the Vision Team's recommendations, at least 30 days prior to the meeting. Upon the request of at least two (2) voting members of this congregation, the Congregation Vision Team shall submit such notice. Following the adoption of an amendment, the secretary of this congregation shall submit a copy thereof to the synod. Such provisions shall become effective immediately following a vote of approval.

Chapter 18. CONTINUING RESOLUTIONS

- C18.01. The This congregation in a legally called meeting or the Congregation Vision Team may enact continuing resolutions. Such continuing resolutions may not conflict with the constitution or bylaws of this congregation.
- C18.02. Continuing resolutions shall be enacted or amended by a majority vote of a meeting of this congregation or a two-thirds vote of all voting members of the Congregation Vision Team.

¹ Such an effective date must be stated in relation to the requirements of *C17.03. to allow time for synodical review of the amendment.

C18.03. Adopted or amended continuing resolutions shall be sent by the secretary of this congregation to the synod.

Chapter 19. INDEMNIFICATION

*C19.01. Consistent with the provisions of the laws under which this congregation is incorporated, this congregation may adopt provisions providing indemnification for each person who, by reason of the fact that such person is or was a Congregation Council member, officer, employee, agent, or other member of any committee of this congregation, was or is threatened to be made a party to any threatened, pending, or completed civil, criminal, administrative, arbitration, or investigative proceeding.

BYLAWS

C8.02.01. Membership Classification. Those whose membership status is being changed shall be notified by letter, mail or electronic means, as permitted by state law.

C10.01.01. Annual Meeting. The annual meeting shall be held in January on a date and time set by the Congregational Vision Team at least two months in advance.

C10.07.01. Written Ballot. In the following cases, voting shall be by written ballot:

- 1) To elect the members of the Congregational Vision Team.
- 2) To adopt or amend the Articles of Incorporation, constitution, or Bylaws of the congregation.
- 3) To call a pastor or to request his/her resignation.
- 4) To exclude an individual from membership in the congregation or to remove a member from office in the congregation.
- 5) To sever membership in the Evangelical Lutheran Church in America.
- 6) To dispose of, encumber, or purchase real property.
- 7) When requested by ten or more voting members present.

C11.01.01 Duties of the Vision Team Members.

- 1) Serve as leaders holding the Vision of the congregation.
- 2) Provide support, both spiritual and financial, to all congregational members in developing mission teams and mission team programs.
- 3) Receive reports of all mission teams and/or committees and be satisfied that all are functioning satisfactorily.
- 4) Keep abreast of all phases of congregational life, providing leadership that will inspire respect.
- 5) Represent the congregation at official functions of the church or arrange for Such representation and shall see that reports of the functions are presented to the congregation.
- 6) Keep the minutes of the Congregation Vision Team and of the congregation at all regular and special meetings.
- 7) Oversee and supervise the maintenance of all legal and business records of The Congregation Vision Team.
- 8) Oversee and supervise congregational Vision Team communication.
- 9) Oversee review of Membership Roster.

10) Arrange for pastoral service during the sickness or absence of pastor.

C11.01.02. Duties of the Treasurer. The Treasurer shall:

- 1) Submit a report of the financial condition of the congregation at each Congregational Vision Team meeting.
- 2) Oversee all payments of bills promptly upon instruction of the Congregation Vision Team.
- 3) Serve on the Finance Mission Team.
- 4) Prepare monthly report of expenses for the Congregation Vision Team.

C12.02.01. Congregational Vision Team Election. The Congregational Vision Team members shall be elected each for a term of two years. In no event shall a member serve more than six consecutive years.

C12.02.03. Organizational meeting. An organizational meeting should be held immediately following the annual Congregational meeting for the purpose of

- 1) Setting the meeting day and time for the regular monthly meetings of the Congregation Vision Team.

C12.02.04. Vision Team Quorum. The Congregation Vision Team shall not transact any business unless a majority of its members are present.

C12.04.01. Congregational Mission Teams/Committees. Mission Teams/Committees are to be maintained to assist in the activities, responsibilities and work of the Congregation.

C12.04.02. Mission Team/Committees Membership and Responsibilities. Each of these mission teams/committees is to have membership from the voting membership of the congregation.

- 1) To annually recommend to the Congregation Vision Team for approval the Continuing Resolution to the constitution which details the duties of the mission team/committee.
- 2) To ensure the duties of the mission team/committee as identified in the bylaws and continuing resolutions are performed.

C12.05.01. Budget. The Congregation Vision Team shall approve a balanced budget in December to propose for approval by the Congregation at the Annual Meeting in January.

C12.13.01. Duties of the Financial Secretary. The Financial Secretary shall maintain records of all income for the congregation including:

- 1) Be custodian of all funds of the congregation.
- 2) Preparation of quarterly contribution statements for all contributors.
- 3) Prepare monthly reports of income for the Congregation Vision Team.
- 4) Maintain confidentiality of all contributors and contributions.
- 5) Receive pledge cards and compile summary reports of pledges.
- 6) Receive and acknowledge memorials and other special donations.

C13.03.01. Duties of the Audit Mission Team. The Audit Mission Team shall

- 1) Review all financial records of the congregation and organization within the

congregation for the completed year before the annual congregational meeting.

- 2) Prepare a report of the review of financial records stating what records were reviewed, the findings, and recommendation of the audits.
- 3) Ensure that separation of duties prevails between the Treasurer and Financial Secretary.

- C13.02.01. Duties of the Nominating Mission Team. The Nominating Mission Team shall:
- 1) Obtain a slate of eligible candidates to fill openings on the Congregation Vision Team, Nominating Mission Team, and Audit Mission Team for the Annual Meeting of the congregation.
 - 2) Prepare a report to the congregation of candidates for election at the Annual Meeting.
- C13.04.01. Duties of the Staff Support Team. The Staff Support Team shall:
- 1) Assist the Congregation Vision Team in maintaining a supportive relationship with the pastor(s) and staff and help them annually to evaluate fulfillment of their calling, appointment or employment.
 - 2) Assist the Congregational Vision Team to promote a congregational climate of peace and goodwill and, as difference and conflicts arise, to endeavor to foster mutual understanding.
 - 3) Perform role of human resource department by selecting candidates for salaried lay workers, supervising salaried lay workers, making recommendation for termination of salaried lay workers, and proposing salary changes for all staff (including the pastor(s)).

BYLAWS TO THE CONSTITUTION OF GRACE EVANGELICAL LUTHERAN CHURCH OF LILY LAKE

B1.01 Mission Statement is Gospel, Respect, Action, Caring, Everyone

B1.02 Vision Statement shall be determined at a one day leadership training and goal setting of the congregation in the first quarter of the year

B1.03 The annual meeting of this congregation shall be held in January on a date determined by the Vision Team.

B1.04 Leadership The Vision Team shall elect from their members the following officers;

The president shall preside at meetings of the congregation and the Vision Team.

The vice-president shall preside in the event of the president's inability to serve.

The secretary shall record and distribute accurate minutes of all meetings of the congregation and the Vision Team. These minutes shall be preserved permanently. The secretary shall be responsible for all official correspondence of the corporation. The secretary shall oversee preparation of agendas and reports for all meetings of the congregation and the Vision Team and shall oversee preparation of the Annual Report to the Congregation.

The treasurer or member of the financial team whom is a voting member of the Congregation Vision Team shall oversee the books of account of the congregation and shall receive funds of the congregation and disburse them on proper orders, making regular remittance of benevolence receipts to the treasurer of the synod. A written report of financial activity shall be made to the Finance Team and Vision Team monthly. An annual report and satisfactory audit shall be made to the Congregation at its Congregation Meeting.

CONTINUING RESOLUTIONS - TO THE CONSTITUTION OF GRACE EVANGELICAL
LUTHERAN CHURCH OF LILY LAKE