

SHEPHERD OF THE HILLS EVANGELICAL LUTHERAN CHURCH
CONGREGATION CONSTITUTION AND BYLAWS

REVISED APRIL, 2012

NOTES

Required Provisions

Sections of this constitution marked by an asterisk [*] are required when a congregation amends its governing documents. These sections must be used without alteration or amendment of the text in any manner (neither additions nor deletions). This is in keeping with provision 9.52 in the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*. This provision stipulates that when a congregation of this church “wishes to amend any provision of its governing documents, the governing documents of that congregation shall be so amended to conform to 9.25.b.” in the churchwide constitution. The provisions herein marked by an asterisk are those that are indicated as required in ELCA constitutional provision 9.25.b.

Codification

The provisions of the constitution, the bylaws, and the continuing resolutions that pertain to the same matter have been placed together. This arrangement requires that the three types of material be identified by means other than physical separation.

The three types of provisions are identified by the following devices:

- a. All constitutional provisions are printed in bold face type.
- b. All bylaw provisions are printed in light face type.
- c. All continuing resolutions are printed in italic type.
- d. A numerical codification indicates general subject, constitutional provisions, bylaw provisions, and continuing resolutions.

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 Shepherd of the Hills Evangelical Lutheran Church.**
- C1.02. For the purpose of this constitution and the accompanying bylaws, the Shepherd of the Hills Evangelical Lutheran Church congregation is hereinafter designated as the "congregation."**
- C1.04. In the event that any portion of this constitution is ever found by any tribunal or other entity having jurisdiction over the affairs of this congregation, to be invalid, unauthorized, ultra vires, or otherwise unenforceable, such a finding shall apply only to the section or sections so found and shall not affect the validity of the remainder of the constitution.**
- C1.11. This congregation shall be incorporated under the laws of the State of Minnesota.**

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 and 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 Scripture 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.
- *C3.03.** The name Evangelical Lutheran Church in America (ELCA or "this church") as used herein refers in general references to this whole church, including its three expressions—congregations, synods, and the churchwide organization. The name Evangelical Lutheran Church in America is also the name of the corporation of the churchwide organization to which specific references may be made herein.

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.**

C4.02.01 Shepherd of the Hills Evangelical Lutheran Church invites all of its members and visitors who have been prepared to receive the Sacrament, to participate regularly in Holy Communion.

- *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 congregation’s ministry and the ministry of other parts of the Evangelical Lutheran Church in America.**

- h. Foster and participate in interdependent relationships with other congregations, the synod, and the churchwide organization of the Evangelical Lutheran Church in America.
 - i. Foster and participate in ecumenical relationships consistent with churchwide policy.
- *C4.04.** This congregation shall develop an organizational structure to be described in the bylaws. The Governing Board shall prepare descriptions of the responsibilities of each committee, task force, or other organizational groups and shall review their actions. Such descriptions shall be contained in continuing resolutions of the Governing Board.
- *C4.05.** This congregation shall, from time to time, adopt a mission statement which will provide specific direction for its programs.
- *C4.06.** References herein to the nature of the relationship between the three expressions of this church—congregations, synods, and the churchwide organization—as being interdependent or as being in a partnership relationship describe the mutual responsibility of these expressions in God’s mission and the fulfillment of the purposes of this church as described in this chapter, and do not imply or describe the creation of partnerships, co-ventures, agencies, or other legal relationships recognized in civil law.

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 Governing Board or other organizational units in this congregation’s governing documents is recognized. All remaining authority is retained by the congregation. The 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, deaconesses, and diaconal ministers in conformity with the applicable policy of the Evangelical Lutheran Church in America;
 - d. adopt amendments to the constitution, as provided in Chapter 17, amendments to the bylaws, as specified in Chapter 16, and continuing resolutions, as provided in Chapter 18.
 - e. approve the annual budget;
 - f. acquire real and personal property by gift, devise, purchase, or other lawful means;
 - g. hold title to and use its property for any and all activities consistent with its purpose;

- h. sell, mortgage, lease, transfer, or otherwise dispose of its property by any lawful means; upon the approval by the congregation of any conveyance, mortgage or other act involving title to any real estate in which the church has or is acquiring an interest, the signature of two officers shall be sufficient to execute any corporate document;
- i. elect its officers and Governing Board, and require them to carry out their duties in accordance with the constitution bylaws and continuing resolutions; and
- j. terminate its relationship with the Evangelical Lutheran Church in America as provided in Chapter 6.

***C5.04.** This congregation shall choose 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 the congregation and other qualifications shall be as prescribed in guidelines established by the Saint Paul Area Synod of the Evangelical Lutheran Church in America.

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 Saint Paul Area 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 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 ordained ministers of the Evangelical Lutheran Church in America or to contracting for pastoral services with an ordained minister 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, deaconesses, and diaconal ministers for call to other staff positions

in the 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.
- d. This congregation follows the procedures outlined in *C6.05.

***C6.05.** A congregation may terminate its relationship with this church by the following procedure:

- a. A resolution indicating the intent to terminate its relationship must be adopted at a legally called and conducted special meeting of the congregation by a two-thirds vote of the voting members present. 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 the 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 Governing Board. Unless he or she is a voting member of the congregation, the bishop and the bishop's designees, if any, shall have voice but not vote at the meeting.
- b. The secretary of the congregation shall submit a copy of the resolution to the bishop, attesting that the special meeting was legally called and conducted and certifying the outcome of the vote, and shall mail a copy of the resolution to voting members of the congregation. This notice shall be submitted within 10 days after the resolution has been adopted.
- c. The bishop of the synod and the congregation shall continue in consultation, as specified in paragraph a. above, during a period of at least 90 days after receipt by the synod of the notice as specified in paragraph b. above.
- d. If the congregation, after such consultation, still seeks to terminate its relationship, such action may be taken at a legally called and conducted special meeting by a two-thirds vote of the voting members present. Notice of the meeting shall be mailed to all voting members and to the bishop at least 10 days in advance of the meeting. Unless he or she is voting member of the congregation, the bishop and the bishop's designees, if any, shall have voice but not vote at the meeting.

- e. A copy of the resolution, attesting that the special meeting was legally called and conducted and certifying the outcome of the vote, shall be sent to the bishop within 10 days after the resolution has been adopted, at which time the relationship between the congregation and this church shall be terminated subject to paragraphs g., h., and i. below. Unless this notification to the bishop also certifies that the congregation has voted by a two-thirds vote to affiliate with another Lutheran denomination, the congregation will be conclusively presumed to be an independent or non-Lutheran church.
- f. Notice of termination shall be forwarded by the bishop to the secretary of this church, who shall report the termination to the Churchwide Assembly.
- g. 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.
- h. Since this congregation was a member of the Lutheran Church in America, it shall be required, in addition to complying with the foregoing provisions in *C6.05., to receive synodical approval before terminating their membership in this church.
- i. If a congregation fails to achieve the required two-thirds vote of voting members present at the congregation's first meeting as specified in paragraph a. above, another special meeting to consider termination of relationship with this church may be called no sooner than six months after that first meeting. If a congregation fails to achieve the required two-thirds vote of voting members present at the 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 that second meeting.

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

***C6.07.** If this congregation considers developing an additional site to be used regularly for worship, it shall confer with the bishop of the synod in which it is territorially located and the appropriate program unit of the churchwide organization before any steps are taken leading to such action.

Chapter 7.

PROPERTY OWNERSHIP

***C7.01.** If this congregation ceases to exist, title to undisposed property shall pass to the Saint Paul Area 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, 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 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 Saint Paul Area Synod.
- *C7.04.** If a two-thirds majority of the voting members of this congregation present at a 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, 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.

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 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 the congregation.

- 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, or persons who wish to retain a relationship with this congregation while being members of other congregations. They have all the privileges and duties of membership except voting rights and eligibility for elected offices or membership on the Governing Board of this congregation.**

C8.02.01 A person who desires to become an associate member shall apply to a called pastor for such status. Upon approval by such pastor, the person's name shall be added to the roster of associate members. A pastor shall report the acceptance of the applicant to the Governing Board.

***C8.03. All applications for confirmed membership shall be submitted to and shall require the approval of the Governing Board.**

C8.03.01 An application for membership may consist of participation in a rite of welcome or official listing of membership in the congregational records. Such notice or listing is understood to have received approval of the Governing Board.

***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 Governing Board; or**
- e. **removal from the roll due to inactivity as defined in the bylaws.**

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

C.8.05.01 Discontinuance of Membership

- a. Whenever a member moves from the community the congregation serves, the Governing Board and the pastors shall encourage the member to request a transfer to a Lutheran congregation which can serve him/her effectively.
- b. A confirmed member in good standing desiring to change his/her membership to another Lutheran congregation shall, upon request to the pastors, receive a letter of transfer.

- c. Members who have been dismissed, in accordance with the constitution, or who have resigned, and members who have transferred to other Lutheran congregations, or who are definitely known to have become members of other congregations without transfer, have thereby terminated their membership in the congregation and have surrendered all membership rights.

Chapter 9.

THE PASTOR

***C9.01. Authority to call a pastor(s) shall be in this congregation by at least a two-thirds majority ballot vote of members present and voting at a meeting legally called for that purpose. Before a call is issued, the officers, or a committee elected by the Governing Board to recommend the call, shall seek the advice and help of the bishop of the synod.**

C9.01.01 Call to Senior Pastor

In the event of a vacancy in the position of senior pastor, the Governing Board shall designate a Call Committee of not more than twelve (12) voting members of the congregation; at least one of which shall be a member of the Governing Board. This committee shall screen candidates and make recommendations to the congregation.

C9.01.02 Call to Associate Pastor

- a. In the event of a vacancy in the position(s) of associate pastor, the Governing Board shall designate a Call Committee of not more than twelve (12) voting members of the congregation, at least one of which shall be a member of the Governing Board, and the senior pastor who shall be ex officio. This committee shall screen candidates and make recommendations to the congregation.
- b. The call of an associate pastor or pastors will terminate six months after the call of a new senior pastor.

***C9.02. Only a member of the clergy roster of the Evangelical Lutheran Church in America or a candidate for the roster of ordained ministers who has been recommended for this congregation by the synodical bishop may be called as a pastor of this congregation, except in special circumstances and with the approval of the bishop of the synod.**

***C9.03. Consistent with the faith and practice of the Evangelical Lutheran Church in America,**

- a. **Every ordained minister shall:**
 - 1) **preach the Word;**
 - 2) **administer the sacraments;**
 - 3) **conduct public worship;**
 - 4) **provide pastoral care; and**

- 5) **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 with a congregational call shall, within the congregation:**
- 1) **offer instruction, confirm, marry, visit the sick and distressed, and bury the dead;**
 - 2) **supervise all schools and organizations of this congregation;**
 - 3) **install regularly elected members of the Governing Board, and**
 - 4) **with the Governing Board administer discipline.**
- c. Every pastor shall:**
- 1) **strive to extend the Kingdom of God in the community, in the nation, and abroad;**
 - 2) **seek out and encourage qualified persons to prepare for the ministry of the Gospel;**
 - 3) **impart knowledge of this church and its wider ministry through distribution of its periodicals and other publications; and**
 - 4) **endeavor to increase the support given by the congregation to the work of the churchwide organization of the Evangelical Lutheran Church in America (ELCA) and of the Saint Paul Area 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.**

C9.04.01 Letter of Call

When the congregation has voted to call a pastor, it shall issue a letter of call to the pastor-elect. It shall be signed by the governing board chairperson and secretary at the time the call was voted.

***C9.05.**

- a. The call of a congregation, when accepted by a pastor, shall constitute a continuing mutual relationship and commitment, which, except in the case of the death of the pastor, shall be terminated only 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 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 of the pastor through discipline on grounds of doctrine, morality, or continued neglect of duty;
 - 6) the dissolution of the congregation or the termination of a parish arrangement; or
 - 7) suspension of the congregation as a result of discipline proceedings.
- b. When allegations of physical or mental incapacity of the pastor or ineffective conduct of the pastoral office have come to the attention of the bishop of the synod, the bishop in his or her sole discretion may, or when such allegations have been brought to the synod's attention by an official recital of allegations by the Governing Board, or by a petition signed by at least one-third of the voting members of the congregation, the bishop shall, investigate such conditions personally in company with a committee of two ordained 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.
- d. In the case of alleged local difficulties that imperil the effective functioning of the congregation, all concerned persons shall be heard, after which the bishop of the synod together with the committee described in *C9.05.b. shall 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 at a legally called meeting after consultation with the bishop, either (a) by a two-thirds majority 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 simple majority vote of the voting members present and voting where the bishop and the committee recommended termination of the call.
- e. If, in the course of proceedings described in *C9.05.d., the committee concludes that there may be grounds for disciplinary action, the committee shall make recommendations concerning disciplinary action 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.

- f. **If, following the appointment of the committee described in *C9.05.b. or d., it should become apparent that the pastoral office cannot be conducted effectively in the congregation(s) being served by the ordained minister due to local conditions, the bishop of the synod may temporarily suspend the pastor from service in the congregation(s) without prejudice and with pay provided through a joint synodical and churchwide fund and with housing provided by the congregation(s).**

C9.05.01 **Clergy Notice of Termination**

If a pastor accepts a Call to another ministry, the pastor shall announce his/her decision to the Governing Board as quickly as possible. The pastor shall notify the bishop of the synod of the decision, and shall terminate his/her ministry as soon as reasonable.

- *C9.06. At a time of pastoral vacancy, an interim pastor shall be appointed by the bishop of the synod with the consent of this congregation or the Governing Board.**

- *C9.07. During the period of service, an interim pastor shall have the rights and duties in the 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 Governing Board. The interim pastor and any ordained pastor 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 Governing Board, 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 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 congregation for a review of the call. Such a call may also be terminated before its expiration in accordance with the provisions of *C9.05.a.**

- *C9.12. The pastor of this congregation:**

- a. shall keep accurate parochial records of all baptisms, confirmations, marriages, burials, communicants, members received, members dismissed, or members excluded from the congregation;
- b. shall submit a summary of such statistics annually to the synod; and
- c. shall become a member of this congregation 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 the 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 field of labor or the granting by the synod of retired status to the pastor.

Chapter 10.

CONGREGATION MEETING

C10.01. The Annual Meeting of this congregation shall be held at a time specified in the bylaws.

C10.01.01 Fiscal Year

The fiscal year of the congregation shall be from January 1 through December 31.

C10.01.02 Regular Annual Meeting of the congregation

- a. Date. The congregation shall have one regular Annual Meeting, which shall be held in January on a date designated by the Governing Board.
- b. Elections. At the regular Annual Meeting of the congregation, elections of Officers and other positions as may be designated by the Governing Board shall be held. Nominations for all positions shall be made as follows:
 - 1. Not later than sixty (60) days prior to the regular Annual Meeting, the Nominating Committee shall select one or more persons as nominees for each elective post and it shall submit biographical information on each nominee to the Vice Chairperson of the congregation. Nominees must be voting members of the congregation.
 - 2. At least thirty (30) days prior to the regular Annual Meeting, the Vice Chairperson shall post in the church, on the website, and mail or email to all members of the congregation the selections of the Nominating Committee together with the biographical information of each nominee. Additional nominations may be made by securing a petition with the signatures of twenty-five (25) voting members of

the congregation and submitting such petition with a biographical description of the candidate to the Nominating Committee at least fifteen (15) days prior to the regular Annual Meeting. These nominees shall give their consent to the nomination.

3. If a person nominated by the Nominating Committee withdraws, dies, becomes disabled or is disqualified prior to the regular Annual Meeting, the Nominating Committee shall substitute a new nominee in his/her place. Posting and mailing, if time permits, shall be by the Vice Chairperson of the congregation.
4. Additional nominations may not be made from the floor at the regular Annual Meeting of the congregation.
5. Reports and Budgets. At the regular Annual Meeting, the congregation shall receive reports from all the organizations of the congregation. Such reports, including relevant financial statements, shall be timely submitted in writing to the Chairperson of the Board or his/her designee. The congregation shall also receive and vote on a proposed budget for the new fiscal year. The annual reports and the proposed budget shall be made available to the congregation at least seven (7) days prior to the regular Annual Meeting.

C10.02. A special congregation meeting may be called by the Senior Pastor, the Governing Board, or the Chairperson of this congregation, and shall be called by the chairperson at the written request of 40 voting members. 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. Requirements for notice and announcement of special and regular meetings of this congregation shall be as specified in the bylaws.

C10.03.01 Notice of Meeting

The official notice of the scheduling of a regular or special meeting of the congregation shall be in writing and shall be signed by the Chairperson of the congregation, or by the person or persons who have called the meeting as authorized by the constitution. Such notice shall state the time, the place, and the purpose of the meeting.

C10.03.02 Announcement of Meeting

Announcement of the time and place of a regular or special meeting of the congregation shall be made at all worship services of the congregation held during the fourteen (14) days immediately preceding the date of the meeting, and in such publications as the congregation or the pastor may periodically issue, or by written notice to the voting members mailed not less than ten (10) days in advance of the meeting; provided that a meeting called to consider the purchase, disposition, or encumbrance of real property must be called and held in conformity with such provision of civil law as may be applicable. Electronic notice of meetings may be provided in addition to notice by regular mail.

C10.04. Forty 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 congregation shall be by majority vote of those voting members present and voting, except as otherwise provided in this constitution or by state law.

C10.06.01 Voting Member Roster

The Governing Board shall determine the roster of confirmed and voting members of the congregation in accordance with the provisions of the constitution and bylaws. The current roster of voting members shall be available at each meeting of the congregation.

C10.06.02 Parliamentary Procedures

- a. Parliamentary procedures shall be in accordance with Robert's Rules of Order, including the order of business, unless another procedure is specified in the constitution or bylaws.
- b. Written ballots shall be used:
 1. To adopt or amend the Articles of Incorporation, constitution, or bylaws of the congregation.
 2. To request the resignation of a pastor.
 3. To exclude a member from the congregation or to remove a member from office in the congregation.
 4. To sever membership in the Evangelical Lutheran Church in America or its successor.
 5. To dispose of, encumber, improve, or purchase real property.
 6. To call a pastor.
 7. Whenever so requested by ten (10) or more voting members present.

Chapter 11.

OFFICERS AND GOVERNING BOARD

C11.01. The officers of the congregation, who shall also be the officers of the Governing Board, shall be the Chairperson, Vice Chairperson, Secretary, and Treasurer.

C11.01.01 Duties of Officers

The duties and functions of each officer of the congregation shall be as follows:

- a. (reserved)
- b. The Chairperson shall prepare the agenda for, and preside over, the business meetings of the congregation, and the Governing Board. The Chairperson shall be an ex officio non-voting member of all committees and organizations of the congregation except the Nominating Committee.
- c. The Vice Chairperson shall assume the duties of the Chairperson during the absence or disqualification of the Chairperson, and shall assist the Chairperson in preparing the agenda for Governing Board meetings and

in carrying out the Chairperson's duties, together with such other duties as the Chairperson may assign (see also 13.01b2).

- d. The Secretary shall be responsible for keeping the minutes and other accurate records of the congregation and Governing Board business meetings. Copies of the minutes of the Governing Board meetings shall be made available upon request to the congregation following each meeting. The Secretary shall, in cooperation with the senior pastor, preserve the congregation's archives.
- e. The Treasurer shall be responsible for the coordination and preparation of the annual budget, shall provide the Governing Board with a monthly financial report, and shall assist with such other duties as the Chairperson may assign.

C11.02. The voting membership of the Governing Board shall consist of the Senior Pastor, the elected officers of the congregation as described in C11.01, and four other board members at large.

C11.03. All Governing Board members including the officers, shall be voting members of the congregation eighteen years of age or older, and shall be elected by a majority vote of the congregation, or by written ballot if more than one candidate is nominated for a position.

C11.04. The term limits, the dates of the terms of office, and the duties of the Governing Board members and the officers of this congregation shall be specified in the bylaws.

C11.04.01 Terms of Office

- a. Term Limits. Elected positions for officers and other board members are two year positions. Board members and officers may serve no more than eight consecutive years.
- b. Term of Office. The term of office for each officer and member of the Governing Board shall begin at 12:01 a.m. on the first day of February following election and shall expire at 12:00 midnight on the thirty-first day of January in the year in which the term concludes.
- d. Forfeiture. An officer or Governing Board member who is absent from three (3) consecutive regular meetings without an excuse acceptable to the Governing Board shall forfeit his/her membership or office.

C11.05. (Reserved)

C11.06. The officers and members of the Governing Board, except the Senior Pastor, shall be elected at a congregational Annual Meeting.

C11.07. The Governing Board 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 Governing Board shall include the following:

- a. **To lead this congregation in stating its mission, to do long-range planning, to set goals and priorities, and to evaluate its activities in light of its mission and goals.**

- b. To seek to involve all members of this congregation in worship, learning, witness, service, and support.**
- 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.**
- 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 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.**

C11.07.01 In addition to the duties and responsibilities provided in the constitution, the Governing Board shall:

- a. Appoint delegates to any group or meeting in which the congregation is entitled to representation.
- b. Promote a Christian sense of stewardship of time, talents, and treasures among all members of the congregation throughout the year.
- c. Be responsible for the oversight of the various ministries of the congregation.
- d. Be responsible for long range planning for the congregation, with annual review and update.
- e. Be responsible for long and short-range facility planning for the congregation.
- f. Be responsible for implementing strategic planning decisions through the budget process and other available means.
- g. Be responsible for congregation stewardship matters, including all appropriate stewardship drives, endowment fund and ministries.

C11.07.02 Mission Endowment Fund

The Governing Board shall administer and oversee the Mission Endowment Fund and its stewardship, including fund-raising, investments, and grants, in order to enhance the extended ministry and mission outreach of the congregation apart from the congregation's general operations. As part of the Board's duties, it specifically shall:

- a. Coordinate fund-raising activities for long term giving.
- b. Provide ongoing educational and motivational events and materials to foster stewardship growth and mission development.
- c. Formulate an Investment Policy to guide investment decisions.
- d. Strive to distribute income from the Mission Endowment Fund at least annually and at such other times, as it deems necessary and/or practical to accomplish the purposes of the Fund. However, distribution of all accumulated income need not occur annually if the Governing Board determines that disbursement of income during a year is not wise or prudent.
- e. Appoint and charge task forces with specific tasks or projects.

C11.07.03 Hiring for Other Staff Positions

The Governing Board shall establish processes for the hiring of persons for other staff positions, and may delegate certain responsibilities in the hiring process. However, all hires for such positions are subject to the approval of the Governing Board.

C11.08. The Governing Board shall be responsible for the financial and property matters of this congregation.

- a. **The Governing Board 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 Minnesota, except as otherwise provided herein.**
- b. **The Governing Board may enter into contracts for items not included in the budget but may not incur obligations more than 10% in excess of the anticipated receipts except after approval by a congregation meeting.**
- c. **The Governing Board shall approve the annual budget prior to adoption by this congregation, shall oversee the expenditure of funds in accordance therewith following its adoption, and may not incur obligations more than 10% in excess of the anticipated receipts except after approval by a congregation meeting.**
- d. **The Governing Board shall ensure that the financial affairs of this congregation are being conducted efficiently.**
- e. **The Governing Board shall approve all staff appointments.**

C11.08.01 In addition to the duties and responsibilities provided in the constitution, the Governing Board shall:

- a. Receive monthly reports from the Treasurer to assure that the expenditures are within the budget approved by the congregation and will not exceed annual revenues.
- b. Review and approve a budget to submit to the regular annual congregational meeting.

- c. Assure that the Treasurer and others who have access to the funds of the congregation are adequately bonded.
- d. Appoint annually an audit committee composed of three persons, at least one of whom shall be a voting member of the congregation. This committee shall examine and review the fiscal records of the previous fiscal year of the congregation and the affiliated organizations and shall report its findings in writing to the Governing Board. Such reviews shall include examination of existing insurance coverage. The Governing Board in its discretion may provide for interim reviews as needed.
- e. Be responsible for the building and premises of the congregation and for their use and maintenance.

C11.09. The Governing Board shall see that the provisions of this constitution and its bylaws, and the continuing resolutions, are carried out.

C11.10. (Reserved)

C11.11. The Governing Board shall submit an annual report to this congregation at the annual meeting.

C11.12. The Governing Board shall normally meet once a month. Special meetings may be called by the Senior Pastor or the Chairperson, and shall be called 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.

C11.12.01 The Governing Board shall endeavor to conduct regular monthly meetings. Said meetings shall be held on the second Tuesday of each month or at such other time as the Board shall determine, and the meeting shall be open to members of the congregation, who shall have the right to speak but shall not have a vote. The Governing Board may temporarily close the meeting to members of the congregation and staff at times when personnel issues such as annual reviews and salaries are discussed.

C11.13. A quorum for the transaction of business shall consist of a majority of the members of the Governing Board, including the Senior Pastor or interim pastor, except when such person requests or consents to be absent and has given prior approval to an agenda of routine matters which shall be the only business of the meeting.

C11.13.01 Duties of Governing Board

Business brought before the Governing Board for approval must be approved by a majority or a minimum of four, whichever is greater, of the voting members present in order to be considered passed.

C11.14. The following persons shall be ineligible for nomination to the Governing Board:

- a. **Any incumbent Governing Board member who has served the maximum number of years (as specified in the bylaws) consecutively without a minimum of one year off the Board.**
- b. **Any paid church employee, except the Senior Pastor.**

- c. The spouse of any incumbent Governing Board member, except an incumbent Governing Board member whose term is expiring contemporaneously with the potential election of the spouse.
- d. The spouse of any paid church employee.

C11.15. The following four guidelines shall be used in selecting candidates for all elected positions:

- a. Commitment to regular worship attendance.
- b. Commitment to a daily devotional and prayer life.
- c. Commitment to growth as a Christian through various education opportunities.
- d. Commitment to sharing the Good News of Jesus Christ with others.

C11.16. Vacancies in elective offices that occur during a term of office shall be filled by the appointment of the Governing Board on recommendations of each person by the Nominating Committee. The appointee shall serve the remainder of the vacated term except if the vacancy occurs in the office of the Chairperson or Vice Chairperson. In that event, the term served by the appointee shall be as follows:

- a. Vacancy in the office of Vice Chairperson: The term of the appointee shall be until the next congregational election at which time the appointee shall normally stand for election.
- b. Vacancy in office of chairperson: If the vice chairperson has been duly elected by the congregation, the vice chairperson shall succeed to the chair and serve the remaining term of the outgoing chairperson. A new appointee shall then serve as Vice Chairperson until the next congregational election and then may stand for election for the following year.
- c. Vacancy in office of Chairperson and Vice Chairperson: If a vacancy occurs in both offices at the same time, the term of the appointees shall be until the next congregational election at which time the appointees shall be eligible to be elected for a full term.

Chapter 12.

RESERVED

Chapter 13.

CONGREGATIONAL COMMITTEES

C13.01. The voting membership of the Nominating Committee shall consist of the senior pastor and up to five committee members and shall serve a term of one-year running from July 1 to June 30.

- a. Authority and Function: The Nominating Committee shall nominate members to the Governing Board. The nominations shall be for a specific position.

- b. **Composition: The Nominating Committee shall consist of up to six members as follows:**
 - 1. **one member to be elected by the Governing Board from its own membership;**
 - 2. **the Vice Chairperson of the Governing Board;**
 - 3. **up to three members at large who shall be appointed by the Governing Board. Each of the members at large shall serve a one year term, serving no more than two consecutive terms as a member at large; and**
 - 4. **the Senior Pastor.**

C13.01.01 Nominating Committee

- a. Term of office. The term of office for each elected member of the Nominating Committee shall begin at 12:01 a.m. on the first day of July following election and shall expire at 12:00 midnight on the thirtieth day of June in the year in which the term concludes.
- b. Chairperson. The full committee shall elect the chairperson of the Nominating Committee each year.

C13.02. When a pastoral vacancy occurs, a call committee of up to twelve voting members shall be appointed by the Governing Board. The Governing Board may serve as the call committee except when the pastoral vacancy is the senior pastor. Term of the call committee will terminate at installation of the newly-called pastor.

C13.03. Other congregational committees and boards may be formed as the need arises, by decision of the Governing Board.

Chapter 14.

ORGANIZATIONS WITHIN THE 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 Governing Board.

Chapter 15.

DISCIPLINE OF MEMBERS AND ADJUDICATION

***C15.01. Denial of the Christian faith as described in this constitution, conduct grossly unbecoming a member of the Church of Christ, or persistent**

trouble-making in this congregation are sufficient cause for discipline of a member. Prior to disciplinary action, reconciliation will be attempted following Matthew 18:15-17, proceeding through these successive steps: a) private admonition by the pastor, b) admonition by the pastor in the presence of two or three witnesses, and c) citation to appear before the Governing Board. If, for any reason, the pastor is unable to administer the admonitions required by a. and b. hereof, the chairperson (if not the pastor) or vice chairperson shall administer such admonitions.

- *C15.02.** The process for discipline of a member of the 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, 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 Governing Board 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 Governing Board. The written charges shall accompany the written citation to the accused. The written citation that specifies the time and place of the hearing before the Governing Board and requests the presence of a member charged with the offense shall be sent at least ten days prior to the meeting. If the member charged with the offense fails to appear at the scheduled hearing, the Governing Board may proceed with the hearing and may pass judgment in the member's absence.
- *C15.03.** Members of the Governing Board who participate in the preparation of the written charges or who present evidence or testimony in the hearing before the Governing Board are disqualified from voting upon the question of the guilt of the accused member. Should the allegations be sustained by a two-thirds majority vote of the members of the Governing Board who are not disqualified but who are present and voting, and renewed admonition prove ineffectual, the Governing Board shall impose one of the following disciplinary actions:
- a. censure before the Governing Board or congregation;
 - b. suspension from membership for a definite period of time; or
 - c. exclusion from membership in this congregation.
- Disciplinary actions b. and c. shall be delivered to the member in writing.
- *C15.04.** The member against whom disciplinary action has been taken by the Governing Board shall have the right to appeal the decision to the Synod Council. Such right may not be abridged and the decision of the Synod Council shall be final.
- *C15.05.** Disciplinary actions may be reconsidered and revoked by the Governing Board upon receipt of a) evidence that injustice has been done or b) evidence of repentance and amendment.

- *C15.06. For disciplinary actions in this congregation, “due process” shall be observed as specified in 20.41.04. in the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*.
- *C15.07. No member of a congregation shall be subject to discipline for offenses that the Governing Board has previously heard and decided, unless so ordered by the Synod Council after an appeal.
- *C15.10. Adjudication
- *C15.11. When there is disagreement among factions within this congregation on a substantive issue that cannot be resolved by the parties, members of this congregation shall have access to the synodical bishop for consultation after informing the chairperson of the Governing Board of their intent. 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.

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 that such additions or amendments be submitted in writing to the Governing Board at least 60 days before a regular or special Congregation Meeting called for that purpose. The Governing Board shall notify the congregation’s members by mail of the proposal with the board’s recommendations at least 30 days in advance of the Congregation Meeting.
- *C16.04. Approved changes to the 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 five voting members or by the Governing Board. Proposals must be filed in writing with the Governing Board 60 days before formal consideration by this congregation at a regular or special Congregation Meeting called for that purpose. The Governing Board shall notify the congregation’s members by mail of the proposal together with the

Governing Board's recommendations at least 30 days in advance of the meeting.

- *C17.02.** An amendment to this constitution, proposed under *C17.01., shall:
- a. be approved at a legally called Congregation Meeting according to this constitution by a majority vote of those present and voting;
 - b. be ratified without change at the next Annual Meeting by a two-thirds majority vote of those 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 Saint Paul Area Synod of the ELCA.
- *C17.04.** 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 simple majority vote of those voting members present and voting at any legally called meeting of the congregation without presentation at a prior meeting of the congregation, provided that the Governing Board has submitted by mail notice to the congregation of such an amendment or amendments, together with the board's recommendations, at least 30 days prior to the meeting. Upon the request of five voting members of the congregation, the Governing Board shall submit such notice and call such a 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.

Chapter 18.

CONTINUING RESOLUTIONS

- *C18.01.** The congregation in a legally called meeting or the Governing Board 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 the congregation or a two-thirds vote of all voting members of the Governing Board.

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.

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 Governing Board 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.