

Constitution & Bylaws
St. Paul's Evangelical Lutheran Church
Wisconsin Evangelical Lutheran Synod
Second North and State Streets
New UIm, Minnesota
(Approved 11/10/2002)

Preamble

WHEREAS, the Apostle Paul sets forth, 1 Corinthians 14:40, that all things in the church shall be done "in a fitting and orderly way," and

WHEREAS, the history of the Christian church of all times shows that certain agreements and regulations are helpful to fulfill the purpose and attain the objectives of congregations; therefore be it

RESOLVED, that we, a congregation of Lutheran Christians at New UIm, Minnesota, do herewith, in the name of the Triune God, Father, Son and Holy Spirit, and by subscribing our names hereto, adopt the following CONSTITUTION AND BYLAWS.

Constitution

ARTICLE I NAME

The name of this congregation shall be St. Paul's Evangelical Lutheran Church of New UIm, Minnesota, U. A. C. (Unaltered Augsburg Confession).

ARTICLE II ARTICLES OF FAITH

Section 1.

This congregation accepts and confesses all the canonical books of the Old and New Testaments as the verbally inspired and inerrant Word of God and submits to this Word as the only infallible authority of all matters of faith and life (2 Timothy 3: 15-17).

Section 2.

This congregation accepts and confesses all the symbolical books of the Evangelical Lutheran Church contained in the Book of Concord of 1580 as true statements of scriptural doctrine. They are the following:

A. The Three Ecumenical Creeds

- 1) The Apostles'
- 2) The Nicene
- 3) The Athanasian

B. The Six Lutheran Confessions

- 1) Dr. Martin Luther's Small Catechism
- 2) Dr. Martin Luther's Large Catechism
- 3) The Unaltered Augsburg Confession
- 4) The Apology of the Augsburg Confession
- 5) The Smalcald Articles
- 6) The Formula of Concord

Section 3.

This congregation accepts and confesses these symbolical books without reservation, not insofar as, but because they are the presentation and explanation of the pure doctrine of the Word of God and a summary of the faith held by the Evangelical Lutheran Church.

Section 4.

No doctrine which is in any way at variance with the Holy Scriptures and these symbolical books shall be taught or tolerated in this congregation.

Section 5.

All controversies which may arise in this congregation shall be decided and adjusted according to this norm of doctrine and practice.

ARTICLE III PURPOSE AND OBJECTIVE

Section 1.

As men, women, and children united in faith and worship by the Word of God, St. Paul's Evangelical Lutheran Church exists to reach out to the world and to nurture the family of believers for lives of Christian service. We do this by sharing the gospel and administering the sacraments, all to the praise, glory, and honor of the triune God.

Section 2.

To this end, St. Paul's Lutheran Congregation has the following ongoing objectives:

- . To nurture its members through pastoral care and worship services
- . To provide Bible study opportunities for all members
- . To maintain formal programs of Christian education
- . To provide opportunities for fellowship
- . To encourage the unity of believers
- . To reach out to the unchurched of the New UIm area
- . To support domestic and world mission outreach together with congregations of the Wisconsin Evangelical Lutheran Synod

Pointedly, the over-all mission is to build up a people who "no longer live for themselves, but for him who died for them and was raised again" (2 Corinthians 5:15).

ARTICLE IV CHURCH AFFILIATION

This congregation shall affiliate itself only with a church body that holds to all the truths of God's Word in doctrine and practice and is bound to the confession of faith as set forth in Article II, if, and as long as, such a church body exists.

ARTICLE V CHURCH MEMBERSHIP

Section 1. Classification

A. Baptized members of the congregation are those who have been baptized into the Christian faith in the name of the Triune God (Matthew 28:18-20; Mark 16:16).

B. Communicant members are those baptized souls who are confirmed and who confess Jesus Christ to be their Lord and Savior and have stated their adherence to all the canonical books of the Old and New Testament, without qualification, as the only rule and norm of faith and life, and have declared their agreement with the chief parts of Christian doctrine as written in Dr. Martin Luther's Small Catechism.

C. Voting members are those male communicant members (1 Corinthians 11 :3; 1 Corinthians 14:34; 1 Timothy 2: 12) eighteen years of age and older.

Section 2. Privileges and Responsibilities

"God is love" (1 John 4:8), and his love ever moves him to bless the members of his church with

innumerable physical and spiritual gifts (1 John 3: 1; James 1: 17). In return for all of these undeserved blessings, members love him (1 John 4: 19) and show that love with their works. The exercise of such love is acknowledged as both a privilege and a responsibility. Some of the privileges and responsibilities to be noted are the following:

- A. God has given his Word, the one thing needful (Luke 10:42), which alone can save souls and offer instruction in how to live a God-pleasing life (2 Timothy 3:15-17). Consequently, members of his church shall consider it a distinct privilege and a responsibility to
- 1) diligently hear and receive the Word of God (Luke 11:28);
 - 2) bring up their children in the training and instruction of the Lord (Ephesians 6:4);
 - 3) provide and utilize the Lutheran elementary school and other opportunities for Christian education (2 Peter 3: 18);
 - 4) share the gospel with all people (Acts 1 :8).
- B. God has given two sacraments, Holy Baptism and Holy Communion, means to bring his grace to his children. Consequently, members of his church shall
- 1) have their children baptized early in life, for "baptism now saves you also" (1 Peter 3:21);
 - 2) frequently partake of Holy Communion (1 Corinthians 11 :23-26), if they are recognized as such who can properly examine themselves (1 Corinthians 11 :28). Only those in our confessional fellowship of faith are permitted to commune at our altar. (Close Communion-1 Corinthians 1:10; 2 Corinthians 6:14-15; Romans 16: 17).
- C. God has given his followers many blessings and assures them he shall bless their faithful management (2 Corinthians 9:6). Therefore members of his church shall under grace
- 1) continually remember that all their possessions, time, and abilities are really a trust from God;
 - 2) cheerfully and conscientiously determine the portion of their possessions, time, and abilities which they shall regularly devote to the Lord for use in carrying out that which the congregation has made its concern, not omitting the work of the church-at-large (Matthew 28:19; 1 Corinthians 9:14; 16:2; 2 Corinthians 9:6-11; 1 Peter 4: 10);
 - 3) regularly attend the voters' meetings and lend the congregation their counsel and aid.
- D. God has implanted within Christians the "new man," who desires to live righteously (2 Corinthians 5: 17; Ephesians 4:24). Consequently, members of his church shall
- 1) not live in acts of the sinful nature (Galatians 5:19-21), but lead Christian lives (Galatians 5:22-25);
 - 2) permit themselves, when they have erred, to be admonished and corrected by their fellow Christians in the spirit of Matthew 18: 15-18;
 - 3) refuse to hold membership in any organization whose teachings and practices conflict with the Word of God (e.g. lodges) John 5:23; 8:31,32; 2 Corinthians 6:14-18).

Section 3. Christian Discipline and Excommunication

Christian discipline shall be exercised by this congregation according to Matthew 18:15-18 toward those who err from the faith or who in other ways have given offense. At all times this shall be done in the spirit of the gospel, namely, to regain the erring. Those members who become evident as impenitent sinners must be excommunicated. For the sake of unity, excommunication should be by unanimous decision of the voters.

Section 4. Termination of Fellowship

Members who persist in an error that in itself does not make the presence of saving faith impossible and who otherwise are not under church discipline (cf. Article V, Section 2, D, and Section 3) may be excluded from the fellowship of this congregation

- A. after they have been evangelically admonished by their fellow Christians in the spirit of Matthew 18: 15-16; and

B. when their adherence to error becomes public and a matter of divisiveness (Titus 3: 10) and thus an offense and obstacle to the truth of God's Word (Romans 16:17).

This action shall not be used for removing inactive members or as a substitute for the loving act of excommunication when impenitence is clearly evident.

Section 5. Loss of Rights and Privileges

Those who have been excommunicated or excluded from the fellowship of this congregation lose all rights and privileges in the congregation and its property.

Section 6. Reinstatement

When, by the grace of God, a person who has been excommunicated or whose fellowship has been terminated repents of his or her sin, he or she shall be reinstated by the congregation with all former rights and privileges of the congregation (2 Corinthians 2:6-8).

ARTICLE VI POWERS AND RIGHTS OF THE CONGREGATION

Section 1.

In all matters of Christian faith and life the Word of God is supreme (Psalm 119:105).

Section 2.

A. In all matters not decided by the Word of God the congregation, represented by the voters' assembly, shall have the right of decision (Romans 12:10; 14:19; Ephesians 5:21).

B. The congregation through its voters' assembly has the over-all responsibility for the mission and ministry of St. Paul's Lutheran Church. Specifically this includes

- . calling pastors, teachers, and staff ministers;
- . amending the Constitution and by-laws;
- . authorizing all real estate actions;
- . adopting the congregation budget;
- . approving large programs that commit the congregation's resources for the long-term;
- . taking final action of church discipline.

Section 3.

The Church Council, any other appointed committee or organization within the congregation, and any of its elected or appointed officers shall have no power or authority beyond that conferred upon them by the congregation. However, the Church Council in an emergency may act in the name and for the welfare of the congregation. Such action must be submitted for approval at the next voters' meeting. The Church Council shall have the responsibility for

- . strategic planning, including the development of the mission vision and planning;
- . coordinating and overseeing the ministry programs;
- . communicating with the congregation;
- . developing the budget for recommendation to the congregation;
- . overseeing policies and procedures.

Section 4.

The purpose of all groups or societies within the congregation must be in harmony with the goals of the congregation. The Church Council or appropriate board will assure the congregation of each proposed group's compliance.

ARTICLE VII THE PUBLIC MINISTRY

Section 1.

The congregation has the exclusive right to call pastors, teachers, and staff ministers.

Section 2.

The office of pastor in this congregation shall be conferred only upon such men who are qualified for this ministry and publicly and without reservation profess their acceptance of and adherence to Article II of this Constitution, and such acceptance and adherence shall be required of them in the call extended by the congregation (Ephesians 4:11-16; 1 Timothy 3:1-7; Titus 1:6-9). The duties of the pastors include those duties prescribed in the call and further defined in the position description.

Section 3.

The office of teacher in this congregation shall be conferred only upon such individuals who are qualified for this ministry and are in accord with the confessional standard of the congregation as set forth in Article II of this Constitution (Ephesians 4:11-16; Romans 12:6-8). The duties of a teacher include those duties prescribed in the call and further described in the position description.

Section 4.

The office of staff minister in this congregation shall be conferred only upon such individuals who are qualified for this ministry and are in accord with the confessional standard of the congregation as set forth in Article II of this Constitution (Ephesians 4:11-16; Romans 12:6-8). The duties of a staff minister include those duties prescribed in the call and further described in the position description.

Section 5.

In case of a vacancy in the office of pastor, teacher, or staff minister the congregation shall notify the president of the district that he may assist in temporarily filling the vacancy and in giving his good counsel in regard to the calling of a new pastor, teacher, or staff minister.

ARTICLE VIII OFFICERS, BOARDS, AND COMMITTEES OF THE CONGREGATION

Section 1.

The first New Testament congregation at Jerusalem chose men "full of the Spirit and wisdom" (Acts 6:1-6) to aid the apostles in the administration of its affairs. This congregation shall choose officers and committee members with like qualifications (1 Timothy 3:8-13).

Section 2.

The officers, boards, and committees including task force groups, working groups, and action groups and their duties are listed in the Bylaws.

Section 3.

The respect and esteem of the congregation are due these officers in the performance of their duties, and they shall be given its cooperation. They shall conduct themselves in a manner befitting their responsible office (1 Timothy 3:8-13).

ARTICLE IX REMOVAL FROM OFFICE

Section 1.

If anyone who holds an office in the congregation willfully neglects his duty and upon due admonition does not amend, the congregation has the right and eventually the duty to remove him from office and to select another in his place (1 Timothy 3:8-13).

Section 2.

Sufficient and urgent causes for removing a pastor, a teacher, or a staff minister are persistent adherence to false doctrine, scandalous life, willful neglect of duty or established inability to perform the duties of his office (1 Timothy 3: 1-7; Titus 1:6-9). In such a case the advice and counsel of the appropriate district officer shall be sought. No dismissal shall take place without the knowledge and consent of the voters.

ARTICLE X MEETINGS OF THE CONGREGATION

Meetings of this congregation shall be held at such times and in such manner as stated in the Bylaws. The meetings shall give the voters of this congregation the opportunity to hear, discuss, and take necessary action in matters pertaining to the welfare of this congregation and of the church-at-large.

ARTICLE XI SEPARATION OR DISSOLUTION

Section 1.

If at any time a separation should occur in this congregation, the property and all equipment of this congregation shall remain with that portion of the membership which adheres to this Constitution, regardless of number.

Section 2.

In the event of termination or dissolution of the congregation, the Church Council shall, after paying or making provision for the payment of all the liabilities of the congregation, dispose of its remaining assets, if any, exclusively for the purposes of the congregation, by distributing, at the direction of the voters' assembly, the remaining assets to (and only to) one or more organizations with which the congregation is in fellowship, which shall at the time qualify as exempt organization(s) (under section 501 (C) 3 of the Internal Revenue Code of 1994 or the corresponding provision of any future United States Internal Revenue Code).

ARTICLE XII REPEALS AND ALTERATIONS

Section 1.

Articles II, III, IV, V, VI, Sections 1 and 2A, VII, Sections 1-4, VIII, Sections 1 and 3, IX and XII, Section 1 of this Constitution shall be and remain unalterable and irrevocable, inasmuch as they express clear, scriptural teachings.

Section 2.

Proposals to alter or repeal any alterable or repealable article of this Constitution or to add an article shall be submitted in writing to the Church Council, and shall be publicly announced on two Sundays immediately preceding a regular business meeting of the voters' assembly and posted in the church during that period.

Section 3.

Such a proposal shall be discussed in the meeting in which it is presented and voted on in the next regular meeting of the voters' assembly.

Section 4.

A two-thirds vote of the voting members present shall be required to alter or repeal any alterable or repealable article of this Constitution or to add an article hereto.

Section 5.

Any and all Bylaws may be repealed or amended by a majority vote of the voting members present at any regular meeting, provided that public notice of this proposed action shall have been given the congregation on at least two Sundays prior to the time of the meeting, and provided that the proposed amendment has been submitted in writing to the Church Council for its study and recommendation.

Bylaws

ARTICLE I MEETINGS OF THE CONGREGATION

Section 1.

Two semi-annual meetings shall be held, one in late spring and one in late fall. The purpose of the spring meeting shall be to present the budget for the next fiscal year, to ratify recommendations of the Church Council regarding appointments and other business, and to receive reports of board and congregational activity. The purpose of the fall meeting shall be to ratify actions of the Church Council and to receive updated reports from the various boards and committees.

Section 2.

The Church Council shall set the exact date, time, and place of the meetings, unless otherwise specified by the congregation. Announcements of the meetings shall be given in print and/or orally on at least two different dates prior to the time of the meeting, not less than five nor more than sixty days prior to the meeting.

Section 3.

Special meetings of the congregation may be called by the Church Council or the pastor(s), or upon written request of three voting members. Such meetings must be announced according to the Section 2, with the purpose clearly stated.

Section 4.

The order of business for regular meetings may be as follows:

- A. Opening with a devotion
- B. Presentation and approval of agenda
- C. Reading and approval of minutes of the previous regular meeting and of intervening special meetings
- D. Reception of new members; transfer, release, or removal from membership
- E. Financial reports
- F. Ministry reports and recommendations (outreach, adult spiritual growth, etc.)
- G. Unfinished business
- H. Recommendations from the Church Council and new business
- I. Adjournment with prayer

Section 5.

The meetings shall be conducted with good, Christian order. Robert's Rules of Order may be followed for parliamentary procedure.

Section 6.

No one shall bring to any meeting a charge or complaint against any member or against a pastor, a teacher, or a staff minister unless he or she has first admonished him or her in a Christian manner in the spirit of Matthew 18: 15-20.

Section 7.

Only voting members present at the meeting shall have the right to vote.

Section 8.

Voting membership shall be all male communicant members who have reached the age of eighteen.

ARTICLE II QUORUM

The voting members present at a properly announced meeting of the congregation shall constitute a quorum.

ARTICLE III THE CHURCH COUNCIL AND BOARDS

Section 1. Officers of the Congregation

1.1 The Boards shall each elect a chairman among themselves who shall serve as a member of the Church Council. The Church Council shall select from its own membership a vice-president. The Church Council shall thus be composed of the following members:

President

Secretary

Chairman of the Board of Finance (also designated as treasurer)

Chairman of the Board of Adult Discipleship

Chairman of the Board of Child Discipleship

Chairman of the Board of Elders

Chairman of the Board of Family & Youth

Chairman of the Board of Properties

Chairman of the Board of Outreach

1.2 At its annual election meeting the voters' assembly shall ratify the recommendations of the Church Council for any vacancies on the following boards and positions:

President of the congregation

Secretary of the congregation

Board of Adult Discipleship

Board of Child Discipleship

Board of Elders

Board of Family & Youth

Board of Properties

Board of Finance

Board of Outreach

Each board shall consist of at least three members, including its chairman and co-chairman, if a board so chooses. Additional members may be added by resolution of the voters.

Section 2. Terms of Office

2.1 The term of office for each officer or board member shall be three years. No officer or board member shall serve more than two consecutive full terms. He shall again be eligible for appointment one year after the expiration of his second full term of office.

2.2 The term of one third of the church officers and board members, if possible, shall expire each year, such expired terms to be filled by recommendation of the Church Council at the late spring meeting of the voters' assembly. Each officer or board member shall serve until his successor is installed.

Section 3. Relationships

The Church Council shall be responsible and accountable to the voters' assembly, and the boards shall be responsible and accountable to the Church Council.

Section 4. Installation

As soon as possible, the newly-elected officers and/or board members shall be installed into office at a regular service and shall thus be presented to the congregation.

Section 5. Responsibilities

5.1 The church officers and board members shall adorn their high office with an honest way of life and be good examples to the congregation (1 Timothy 3:8-12). They shall be responsible for the spiritual and material affairs of the congregation under the guidance of the ministerial staff. They shall be accountable for good order in the services. They shall particularly care in love for their fellow members who have special needs (Galatians 6:9-10).

5.2 The members of the Church Council shall consult together concerning the total spiritual and physical well-being of the congregation, giving due attention also to the work of the Lord in the church-at-large. They shall recommend to the voters' assembly the annual budget of the congregation. They shall control the corporate property of the congregation according to the direction given by the voters' assembly. The Church Council is hereby empowered to borrow money, pledge the assets of the congregation, sell, lease or otherwise dispose of the real and personal property of the congregation all at the direction of the voters' assembly. It shall also have the right to acquire property by any legal means as directed by the voters' assembly. The president, the secretary, the treasurer/Chairman of the Board of Finances, or the church administrator are hereby designated as the persons who shall sign all documents of the congregation. In addition, the Church Council may designate other persons to sign documents.

Section 6. Meetings

The Church Council shall meet regularly, normally once each month. Special meetings may be called by the pastors, the staff ministers, or the president. The Church Council shall never convene to transact business without the knowledge of the pastors, the staff ministers, or the president. A majority of the members of the council shall constitute a quorum.

Section 7. Vacancies

In the event of a vacancy on the Church Council or any of the boards, the vacancy shall be filled at the next meeting of the voters' assembly by ratifying the recommendation of the Church Council. Such newly appointed officers and/or board members shall normally be installed in one of the services following this meeting. The Church Council may appoint a person to fill the vacancy until the next voters' meeting.

ARTICLE IV. BOARDS OF THE CHURCH

Section 1. Board for Adult Discipleship

1.1 The Board of Adult Discipleship shall consist of at least three voting members including the chairman. The congregation elects (by ratification of the Church Council's recommendation) members of the board, and the board elects its chairman in an annual organizational meeting. The chairman shall also serve on the Church Council. A pastor shall serve as the advisor to the board.

1.2 This board shall be concerned with the spiritual growth of the adult members of the congregation. It shall

- . work with the ministerial staff to plan and coordinate Bible studies for a diversified membership;
- . provide for and promote opportunities for adult members to be faithful in using the means of grace so that they may be strengthened in their faith;
- . provide direction and planning for encouraging, guiding, and training the congregation's members in Scripture-based stewardship, including the preparation and implementation of the annual program of stewardship activities;
- . coordinate, encourage, and monitor volunteer activities in the congregation with the goal of involving an ever-greater number of members in ministry;

encourage fellowship by monitoring the groups and organizations of the congregation and providing follow-up to outreach activities through welcoming and involving programs and activities for new members.

1.3 This board is accountable to the Church Council and shall report to it through the board chairman.

1.4 The board may establish work groups, action committees, or task forces to assist it in executing its work.

Section 2. Board of Elders

2.1 The Board of Elders shall consist of at least three voting members including the chairman. The congregation elects (by ratification of the Church Council's recommendation) the members of the board, and the board elects its chairman in an annual organizational meeting. The chairman shall also serve on the Church Council. A pastor shall serve as the advisor to the board.

2.2 The board shall be concerned with the spiritual life of the entire congregation. It shall

- . aid the pastors in the spiritual affairs of the congregation;
- . preserve purity of doctrine, administer Christian discipline, and to resolve cases of dissension and controversy within the congregation;
- . review the action taken by the pastors relating to applications and releases or transfers from membership;
- . visit members as directed by the pastors;
- . be responsible for good order in the worship services, both in orderliness and church decorum;
- . supervise committees directed to them by the congregation or Church Council, such as Altar Guild, Decoration Committee, Care Committee for Called Workers, and Worship Committee;
- . arrange all special services, such as installations, welcoming, anniversary, and retirement of ministerial staff.

2.3 This board is accountable to the Church Council and shall report to it through the board chairman.

2.4 The board may establish work groups, action committees, or task forces to assist it in executing its work.

Section 3. Board of Family and Youth

3.1 The Board of Family & Youth shall consist of at least three voting members including the chairman. The congregation elects (by ratification of the Church Council's recommendation) the members of the board, and the board elects its chairman in an annual organizational meeting. The chairman shall also serve on the Church Council. A called worker shall serve as the advisor to the board.

3.2 The board exists to support and encourage families of all sizes and types in their relationship with Jesus Christ. It shall

- . support the ministerial staff as they develop programs to meet the needs of our diversified membership;
- . oversees programs for children (cradle roll, Sunday School, Pioneers), teens (Youth Group, Minnesota Valley Lutheran High School), college students, seniors, singles, and families;
- . provide education, fellowship, and service to our members so that they may be spiritually nurtured throughout their lives of Christian worship.

3.3 This board is accountable to the Church Council and shall report to it through the board chairman.

3.4 The board may establish work groups, action committees, or task forces to assist it in executing its work.

Section 4, Board of Properties

4.1 The Board of Properties shall consist of at least three voting members including the chairman. The congregation elects (by ratification of the Church Council's recommendation) the members of the board, and the board elects its chairman in an annual organizational meeting. The chairman shall also serve on the Church Council. The church administrator and head maintenance person of the church shall serve as the advisors to the board.

4.2 This board is responsible for the care of all church-owned properties. It shall

- . perform walk-through evaluations of each of the church-owned properties at least semi-annually and recommend improvements, upgrades, and repairs based upon these evaluations;
- . oversee building and remodeling projects.
- . prepare a budget to carry out its work of improving and maintaining the church's properties.

4.3 This board is accountable to the Church Council and shall report to it through the board chairman.

4.4 The board may establish work groups, action committees, or task forces to assist it in executing its work.

Section 5. Board of Child Discipleship

5.1 The Board of Child Discipleship shall consist of three voting members of St. Paul's congregation including the chairman. The congregation elects (by ratification of the Church Council's recommendation) the members of the board, and the board elects its chairman in an annual organizational meeting. The chairman shall also serve on the Church Council. St. John's congregation provides a fourth voting member to the board, but this member is not eligible to hold the offices of chairman or secretary. The principal shall serve as the advisor to the board.

5.2 The board carries out the mission of the congregation by directing the activities of the Lutheran elementary school and the pre-kindergarten program. It shall

- . oversee the entire operation of the school. The board shall look for direction from the principal to design policies that agree with church and school principles and follow government regulations when these regulations do not contradict church principles.
- . monitor the programs of Martin Luther College as our congregation works with the college to carry out its training ministry.

5.3 This board is accountable to the Church Council and shall report to it through the board chairman.

5.4 The board may establish work groups, action committees, or task forces to assist it in executing its work.

Section 6. Board of Finance

6.1 The Board of Finance shall consist of at least three voting members including the chairman. The congregation elects (by ratification of the Church Council's recommendation) the members of the board, and the board elects its chairman in an annual organizational meeting. The chairman shall also serve on the Church Council and serve as the congregation's treasurer. The church administrator shall serve as the advisor to the board.

6.2 The board is responsible for the management of all of St. Paul's assets, not including the physical care of structures, which is the responsibility of the Board of Properties. It shall

- . manage all wage and benefit programs for the employees of St. Paul's;
- . monitor and control the fiscal matters of the congregation in the interest of long-term growth and stability;
- . oversee the congregation's budgeting process;
- . provide for accurate and timely reporting of financial information to the congregation.

6.3 This board is accountable to the Church Council and shall report to it through the board chairman.

6.4 The board may establish work groups, action committees, or task forces to assist it in executing its work.

Section 7. Board of Outreach

7.1 The Board of Outreach shall consist of at least three voting members including the chairman. The congregation elects (by ratification of the Church Council's recommendation) the members of the board, and the board elects its chairman in an annual organizational meeting. The chairman shall also serve on the Church Council. A pastor shall serve as the advisor to the board.

7.2 The board is responsible for the outreach activities of the congregation. It shall . establish and maintain an active program for the congregation to reach out to the neighborhood and the community with the gospel

. promote the work that the congregation does together with its fellow congregations as a synod.

7.3 This board is accountable to the Church Council and shall report to it through the board chairman.

7.4 The board may establish work groups, action committees, or task forces to assist it in executing its work.

ARTICLE V DUTIES OF OFFICERS

Section I. President

The president shall preside as chairman of all business sessions of the congregation and Church Council and shall perform such other duties as may be assigned to him. He shall have general supervision of the affairs of the congregation and conduct all its business affairs according to established good order. He shall sign all deeds, mortgages, notes, leases, and all other legal documents directed to be executed by the congregation. He shall assure that the congregation's financial records are audited annually and that a report of the audit is presented to the voters at the meeting following the close of the fiscal year. The president is an ex-officio member of all boards and committees.

Section 2. Vice-president

The Vice-president shall serve as the president when the president is unable to perform his duties.

Section 3. Secretary

The secretary shall record accurately the proceedings of all meetings of the congregation and the Church Council. He shall be responsible for the legal records of the congregation. He shall have the authority to countersign all deeds, mortgages, notes, leases, and all other legal documents executed by the congregation and assist in the orderly conduct of its business affairs according to established good order. He shall also perform such other duties as may be assigned to him by the congregation.

Section 4. Treasurer

The chairman of the Board of Finance shall be designated as the treasurer of the congregation. As such he shall receive regular reports from the church administrator regarding the finances of the congregation. He shall also have authority to countersign legal documents on behalf of the congregation.

ARTICLE VI ELECTION OF THE CHURCH OFFICERS

Section 1.

The Church Council serves as the nominating committee.

Section 2.

The Church Council shall publish the names of the candidates for each vacant position three Sundays before the spring meeting.

Section 3.

At the annual spring meeting, the Church Council shall recommend to the congregation its list of candidates as replacements for specific retiring church officers, board members, and other vacancies. Election shall be by ratification of the proposed list of candidates.

ARTICLE VII RECEPTION INTO MEMBERSHIP

Section 1.

Persons who wish to be received into membership in this congregation (other than through the sacrament of holy baptism or rite of confirmation) shall bring their request to the attention of the ministerial staff. The ministerial staff shall honor the request when it is accompanied by a letter of transfer, a recommendation from a sister congregation, or a profession of faith, provided that qualifications for membership, as specified in Article V of this Constitution, have been met. Such action of the ministerial staff shall be reviewed at the regular meeting of the Board of Elders and notice of such receptions shall be reported to the congregation.

Section 2.

Since reception into membership signifies acceptance of and submission to this Constitution and Bylaws, all individuals or families shall be given copies of the same prior to their reception so that they may become familiar with its provisions.

ARTICLE VIII TRANSFER, RELEASE, OR REMOVAL FROM MEMBERSHIP

Section 1.

Those desiring a transfer or release from membership shall bring their request to the attention of the pastor(s). The action taken by the pastor(s) shall be reviewed at the next meeting of the Board of Elders, and such action taken shall be reported to the congregation.

Section 2.

Transfer of membership shall apply only to those who desire membership in a congregation which is in agreement with this congregation in doctrine and practice. Release from membership shall apply when affiliation is sought with those denominations not in agreement with this congregation in doctrine and practice.

Section 3.

Members with whom the congregation has been unable to communicate, despite diligent efforts to do so, may be removed from the membership list.

Section 4.

Members released, transferred, or removed have no further rights in the congregation and its property.

ARTICLE IX REPEAL AND AMENDMENTS OF THE BYLAWS

Any and all Bylaws may be repealed or amended by a majority vote of the voting members present at any regularly called meeting, provided that public notice of the proposed action shall have been given the congregation on at least two Sundays prior to the time of the meeting and provided that the proposed amendment has been submitted in writing to the Church Council for its study and recommendation.