

Constitution
Resurrection Lutheran Church
Alpena, MI
Adopted 5-16-2010

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Bylaws
Resurrection Lutheran Church
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Preamble

We, the baptized members of Resurrection Lutheran Church of Alpena, responding in faith to the call of the Holy Spirit through the Gospel, desiring to unite together to preach the Word in its purity and as the norm for faith and life, administering the sacraments, and carrying 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.

Article 1 Name and Incorporation

- 1.01 The name of this congregation shall be Resurrection Lutheran Church of Alpena.
- 1.02 For the purpose of this constitution and the accompanying bylaws, Resurrection Lutheran Church of Alpena is hereinafter designated as "this congregation".
- 1.03 This congregation shall be incorporated under the laws of the State of Michigan.

Article 2 Confession of Faith

- 2.01 This congregation confesses the Triune God: Father, Son and Holy Spirit.
- 2.02 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 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.
- 2.03 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.
- 2.04 This congregation accepts the Apostles' Creed, Nicene and Athanasian Creeds as true declarations of the faith of this congregation.
- 2.05 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.
- 2.06 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.
- 2.07 This congregation confesses the Gospel, recorded in the Holy Scriptures and confessed in the ecumenical creeds and Lutheran confessional writings, as the Power of God to create and sustain the Church for God's mission in the world.

Article 3 Nature of the Church

- 3.01 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.
- 3.02 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. It acknowledges itself to be in the historic continuity of the communion of saints and it expresses the fellowship of believers and congregations in our day.

Article 4 Statement of Purpose

- 4.01 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.
- 4.02 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, 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, 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 love of Christ and by joining with other Christians in prayer and action to express and preserve the unity which the spirit gives.
- 4.03 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 congregations.
 - 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

- suffering and participate responsibly in society.
- g. Motivate its members to provide financial support for the congregation's ministry, the ministry of Lutheran Congregations in Mission for Christ (LCMC), and other benevolences.
 - h. Foster and participate in cooperative relationships with other congregations.
- 4.04 This congregation shall develop an organizational structure to be described in the bylaws. The Congregation Council shall prepare descriptions of the responsibilities of each committee, task force or other organizational groups and shall review their actions.
- 4.05 This congregation shall adopt a mission statement which shall provide specific direction for its programs.

Article 5 Powers of the Congregation

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

- 5.01 The powers of this congregation are vested in the Congregational Meeting called and conducted as provided in this constitution and bylaws.
- 5.02 All matters before the Congregational Meeting shall be decided by a simple majority vote of members present and voting unless otherwise specified by this constitution or bylaws. Matters of doctrine and conscience shall be decided solely on the basis of the Word of God.
- 5.03 Only such authority as is delegated to the Congregational Council (Council) or other organizational units in the congregation's governing documents is recognized. All remaining authority is retained by the congregation. The congregation is authorized to:
- a. Call a pastor(s) as provided in Article 10.
 - b. Terminate the call of a pastor(s) as provided in Article 10.
 - c. Call or terminate the call of rostered program staff.
 - d. Approve the annual budget.
 - e. Acquire real and personal property by gift, devise, purchase or other lawful means.
 - f. Hold title to and use its property for any and all activities consistent with its purpose.
 - g. Sell, mortgage, lease, transfer or otherwise dispose of its property by any lawful means.
 - h. Elect its Council and require it to carry out its duties in accordance with the constitution and bylaws.
 - i. Terminate its relationship with LCMC as provided in Article 7.
- 5.04 This congregation shall choose laypersons from among its voting members, to serve as delegates to the LCMC National Convention as well as persons to represent it at meetings of any conference, cluster or other area subdivision of which it is a member. The number of persons elected by the congregation and other qualifications shall be as prescribed in guidelines established by the LCMC.

Article 6 Meetings

The annual Congregational Meeting shall be held in the month of May, the date to be determined by the council.

- 6.01 Announcements of regular meetings shall be made in the services of the two

- previous Sundays.
- 6.02 Announcements of special meetings shall be made in the services of the two previous Sundays or in the services of the previous Sunday when accompanied by notification by mail, email and on the church website. Such special meetings may be called at the request of the pastor(s), president, church council or ten (10) voting members.
 - 6.03 10% of voting members shall constitute a quorum.
 - 6.04 Voting by absentee ballot shall be permitted.
 - 6.05 All actions by the congregation shall be by a simple majority vote of members present and voting except as otherwise provided in this constitution.
 - 6.06 Robert's Rules of Order, latest edition, shall govern parliamentary procedure of all meetings of this congregation.

Article 7 Church Affiliation

- 7.01 This congregation shall affiliate with LCMC or its successor.
- 7.02 This congregation accepts the Confession of Faith and agrees to the purposes of LCMC.
- 7.03 This congregation agrees to be responsible for its life as a Christian Community, agrees to call staff according to LCMC standards and file required documents with LCMC.
- 7.04 Affiliation with LCMC 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 LCMC according to the procedures for discipline of LCMC.
- 7.05 This congregation may terminate its relationship with LCMC by the following procedure:
 - a. A resolution indicating the desire of this congregation to terminate its relationship must be adopted at a legally called and conducted special meeting of this congregation by a two-thirds majority of the voting members present and voting including absentee ballots. 10% of the voting members shall constitute a quorum. Notification of congregational intent shall be transmitted to LCMC.
 - b. A certified copy of the resolution to terminate the relationship shall be sent to the Executive Board of LCMC, at which time the relationship between this congregation and LCMC is terminated.

Article 8 Property Ownership

- 8.01 If this congregation ceases to exist, title to undisposed property shall be distributed by the remaining members to the 501.(c)(3) organization(s) of their choice.
- 8.02 If this congregation is removed from membership in the LCMC according to the procedure for discipline, title to property shall continue to reside in this congregation.
- 8.03 If a two-thirds majority of the voting members of this congregation present and voting 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. Before this congregation takes action to transfer to another Lutheran church body, it shall consult with the representative of the LCMC.
- 8.04 If a two-thirds majority of the voting members of this congregation present and voting at a legally called and conducted special meeting of this congregation vote to become independent or relate to a non-Lutheran church body, title to property of this congregation shall continue to reside in this congregation.

Article 9 Membership

- 9.01 Members of this congregation shall be those baptized persons on the roll of the 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.
- 9.02 Voting members are confirmed members in good standing. Such confirmed members shall have attended at least 12 services and have made a contribution of record in the current or preceding year. Membership classifications are addressed as specified in the bylaws.
- 9.03 It shall be the duty and privilege 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 and of the LCMC through contributions of their time, talents, abilities, and financial support as biblical stewards.

Article 10 Pastoral Staff and Other Called Workers

- 10.01 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 called legally for that purpose.
- 10.02 The specific duties of the pastor, compensation, and other matters pertaining to the services of the pastor shall be included in a letter of call. The letter of call shall include language that allows the council by majority vote to reduce the salary and/or benefits of a called pastor.
- 10.03 The call of a congregation, when accepted by a pastor, shall constitute a continuing mutual relationship and commitment. Every ordained minister shall:
- a. Be a member of this congregation.
 - b. Preach and teach the Word in accordance with the Lutheran Confessions.
 - c. Administer the Sacraments.
 - d. Conduct public worship.
 - e. Provide pastoral care.
 - f. Offer instruction, confirm, marry, visit the sick and distressed, and bury the dead.
 - g. Pray for the congregation and its members.
 - h. Strive to extend the Kingdom of God, by word and deed, in the community and beyond.
 - i. See that accurate records of baptism, confirmations, marriages, burials, communicants, members received, members leaving, and shall submit a summary of these statistics annually to the congregation.

- j. In all significant issues of the church at large, and the congregation, give consultation and/or guidance to the congregation or members of the church council.
- 10.04 In the event of congregational conflict in which the pastor is involved, if efforts by the congregation council to resolve the issues fail, the council shall by a two-thirds vote, seek mediation through the executive committee of LCMC. However, the final decision on the matter will rest with a majority vote of the council.
- 10.05 The call of a pastor shall be terminated for the following reasons:
 - a. Mutual agreement to terminate the call or the completion of a call for a specific term.
 - b. Resignation of the pastor with a 30 day notice unless waived by the council.
 - c. The physical or mental incapacity of the pastor.
 - d. Disqualification of the pastor through discipline on grounds of doctrine, morality, or continued neglect of duty.
 - e. The dissolution of the congregation.
- 10.06 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.
- 10.07 Called church workers as defined in the bylaws shall be chosen through a search and call process.

Article 11 Congregation Council

The Council members shall be elected by written ballot at the Annual Meeting of the congregation.

Article 12 Officers

- 12.01 The officers of this congregation shall be a Chairperson, vice Chair, secretary and treasurer.
- 12.02 Duties of the officers shall be specified in the bylaws.
- 12.03 The officers shall be voting members of the congregation.
- 12.04 The Chairperson, vice Chair, and secretary shall be selected from the elected membership of the Council. The treasurer may be selected from the elected membership of the Council, but if not, the treasurer shall have voice but not vote at the meetings of the Council and Executive Committee.
- 12.05 No officer shall hold more than one office at a time. No elected officer shall be eligible to serve more than two consecutive terms in the same office.

Article 13 Congregation Committees

- 13.01 The officers of this congregation and the pastor(s) shall constitute the **Executive Committee**. The pastor(s) shall have voice but not vote at meetings.
- 13.02 A **Nominating Committee**, an **Audit Committee** and **Call Committee** are defined in the bylaws.
- 13.03 Other committees of this congregation may be formed, as the need arises, by decision of the Congregation Council.
- 13.04 The senior pastor of this congregation shall be a non-voting ex officio member of all committees and boards of the congregation.

Article 14 Organizations Within the Congregation

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 shall determine their policies, guide their activities, and receive written annual reports submitted to the Annual Congregation Meeting concerning their membership, work, and finances. The Council shall provide ongoing oversight.

Article 15 Indemnification

This congregation indemnifies and holds harmless its past, present and future officers, Council members, committee members, employees and staff against actions or threatened actions to be made party to threatened, pending or completed civil, criminal, administrative, arbitration or investigative proceeding while carrying out their Congregational duties. This indemnification does not extend to an individual's liability from fraudulent or illegal activity.

Article 16 Division

If at any time a division of the congregation should take place for any reason, the following principles shall govern:

16.01 The property of the congregation and all benefits connected therewith shall remain with those communicant members who continue to adhere in confession and practice to the confessional standards set forth in this constitution.

Article 17 Discipline of Members

Discipline of members, staff and employees is addressed in the bylaws.

Article 18 Amendments

18.01 This Constitution may be amended in the following manner. Amendments may be proposed by at least ten voting members or by the Council. Proposals must be filed in writing with the Council 60 days before formal consideration by this congregation at a regular or special Congregation Meeting called for that purpose. The Council shall notify the congregation's members by mail of the proposal together with the council's recommendations at least 30 days in advance of the meeting.

18.02 Amendments to Articles 2, 3 and 4 shall not destroy their essential meaning.

18.03 Amendments to this constitution, proposed under 18.01 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 two-thirds majority vote of those present and voting including absentee votes;
- c. Have the effective date included in the resolution.

Article 19 Bylaws

This Congregation may adopt bylaws. No bylaw may conflict with any provision of this constitution.

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Congregational Bylaws

Article 1 Holy Communion

- 1.01 This congregation invites all its members, who have been prepared to receive the Sacrament, to participate regularly in Holy Communion.
- 1.02 Preparation for Holy Communion shall normally be provided for baptized persons as young as ten years of age, as an option for parents and children.
- 1.03 Participation in Holy Communion shall be open to members of other congregations who sincerely confess that Jesus Christ is their Lord and that He is present in the Sacraments.
- 1.04 Record of participation in Holy Communion shall be maintained.

Article 2 Called Church Workers

- 2.01 Called Church workers are Pastor(s).
- 2.02 The individual to be called must be affirmed by two-thirds majority vote of members present and voting, including absentee ballots, at a legally called congregational meeting.

Article 3 Council

- 3.01 Any voting member of the congregation who has reached the age of 18 may be elected to the Congregational Council, limited to two consecutive terms with a 3 year hiatus before eligibility for election again.
- 3.02 The members of the Council, except the pastor(s), shall be elected by written ballot to serve for three years. The initial council shall be filled by three individuals elected to a one year term, three individuals elected to a two year term and three individuals elected to a three year term. Initial council members elected to a one or two year term shall be eligible to serve two additional full terms.
- 3.03 The voting membership of the Council shall consist of nine elected members and an appointed person(s) to fill any vacant council position(s).
- 3.04 Newly elected Council members shall be installed at Sunday worship immediately after the election.
- 3.05 A member's place on the Council shall be declared vacant if the member:
 - a. Ceases to be a voting member of this congregation or
 - b. Is absent from four regular meetings of the Council in the current year without good cause. The congregation may adopt procedures for the removal of a member of the Council in other circumstances or
 - c. Resigns from such position

- 3.06 Should a member's place on the Council be declared vacant, the Council shall elect, by majority vote, a successor to fill out the remainder of the term being vacated.
- 3.07 The Council 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.
- 3.08 The duties of the Council shall include the following:
- a. To lead this congregation in annually 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 and help them annually to evaluate the fulfillment of their calling or employment.
 - e. To be examples, individually and corporately, of the style of life and ministry expected of all baptized persons.
 - f. To promote a 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 seek out and encourage qualified persons to prepare for the ministry of Gospel.
- 3.09 The Council shall be responsible for the financial and property matters of this congregation.
- a. The Council shall be responsible for maintaining and protecting its property and the management of its business and fiscal affairs.
 - b. The Council shall not have the authority to buy, sell or encumber real property unless specifically authorized to do so by a meeting of the congregation.
 - c. The Council may enter into contracts to address emergency situations not included in the budget.
 - d. The Council shall do an annual evaluation of all employees, review and make adjustments to wage and salary levels.
 - e. The Council shall prepare an annual budget for adoption by this congregation, shall supervise the expenditure of funds in accordance therewith following its adoption, and may incur obligations of more than 5% in excess of the anticipated receipts only after approval by a Congregation Meeting.
 - f. The Council shall ascertain that the financial affairs of this congregation are being conducted efficiently, giving particular attention to the prompt payment of all obligations.
 - g. The Council shall be responsible for this congregation's investments and its total insurance program.
 - h. The Council shall have the authority to reduce the agreed upon budget in the case of financial concerns, including adjusting the wages of called staff.
- 3.10 The Council shall see that the provisions of this constitution and its bylaws are carried out.
- 3.11 The Executive Committee shall provide for an annual review of the membership

- roster.
- 3.12 The Council shall be responsible for the employment, with supervision provided by the lead pastor, for the hourly waged lay workers of this congregation and employees specifically listed in the bylaws.
- 3.13 The Council shall submit a comprehensive report to this congregation at the annual meeting.
- 3.14 The Council shall normally meet once a month, special meetings may be called by the pastor(s) or the Chairman and shall be called by the Chairman 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.
- 3.15 A quorum for the transaction of business shall consist of 5 council members.

Article 4 Officer's Duties

- 4.01 Chairperson** – The Chairperson shall preside over all meetings of the congregation and the Council. The Chairperson or designated agent shall represent the congregation at all official functions, as well as other duties as herein defined.
- 4.02 Vice Chair** – The Vice Chair shall preside at all functions in the absence of the Chairperson.
- 4.03 Secretary** – The Secretary shall keep the minutes of the Council and the congregational meetings and shall oversee a Congregational Historian and Archivist.
- 4.04 Treasurer** – The Treasurer shall:
- a. Be bonded, and shall be custodian of the funds of the congregation
 - b. Disburse all funds in accordance with the decisions of this congregation or the Council.
 - c. Present a duly audited report to the Annual Congregational Meeting and other such reports to the Council as may be required.
 - d. Attend meetings of the Council.
 - e. Complete tasks related to payroll, payroll taxes, filling tax returns and reports.
 - f. See that dual signatures shall be required on all disbursements
 - g. See that all accounting practices are consistent with generally accepted accounting principles.

Article 5 Financial Secretary

The Financial Secretary shall be appointed by the Council. The Financial Secretary shall:

- 5.01 Keep record of all pledges of the congregation.
- 5.02 Receive all collections, individual contributions and special offerings for current expenses, missions and other purposes.
- 5.03 Be responsible for all contributed funds with the assistance of another voting member prior to the funds leaving the premises. Both individuals shall sign a tally sheet.
- 5.04 See that all monies are deposited in the congregation's bank account(s).
- 5.05 Make a monthly accounting to the Council.
- 5.06 Distribute annual statements to all contributors (when identifiable) detailing their record of contributions. Additional statements may be prepared and distributed at the direction of the Council.

- 5.07 Prepare for the Council, a complete annual statement of collections and contributions.
- 5.08 The Financial Secretary shall not be a signatory on this congregation's bank accounts.

Article 6 Committees

- 6.01 Executive Committee** – The Executive Committee shall meet monthly to determine any issues that are to come before the Council, to consolidate information, and determine the need for additional action.
- 6.02 A **Nominating Committee** of three voting members of this congregation shall be elected at the annual meeting for a term of one year. Members of the Nominating Committee are not eligible for consecutive reelection. The committee shall meet on an as-needed basis, shall nominate one or more candidates for each office to be filled and secure the consent of each candidate to serve if elected.
- 6.03 An **Audit Committee** of three voting members shall be elected by the Council. Audit Committee members shall not be members of the Council. The term of office shall be three years, with one member being elected each year. Members shall be eligible for reelection. One initial committee member shall be elected for a term of one year, one for a term of two years and one for three years. The Audit Committee shall conduct an annual audit of all congregational financial records and prepare a report to present at the Annual Meeting validating the congregation's financial records' accuracy and validity.
- 6.04 When a Pastoral Office is vacant, a **Call Committee** of seven members shall be elected by a special meeting of the congregation. The Nominating Committee shall present a slate of candidates to a special congregational meeting called to elect the call committee. Nominations may also be accepted from the floor. The term of office shall end upon installation of the newly called pastor.
- 6.05 **Trust & Endowment Committee** shall exist and be administered as detailed in the Trust & Endowment Fund document.

Article 7 Membership

- 7.01 Baptized Membership:** Baptized members are all persons within the congregation who have been baptized in the name of the Triune God, whether children or adults, and come under the pastoral care of this congregation. It is expected that the baptized members:
- a. Attend worship services faithfully and regularly.
 - b. Lead a Christian life as taught in Galatians 5:19-26
 - c. Out of Christian love, submit to brotherly admonition, according to Matthew 18, when having erred or offended.
 - d. Contribute as God has blessed them of their time, talents and treasure toward the maintenance of the congregation and the extension of the church at large.
 - e. In due time, take a course of instruction in preparation for communicant membership in this congregation.
 - f. Are not members of any organization conflicting with the Word of God.
 - g. Submit willingly and cheerfully to the policies already made or still to be made, provided such policies do not conflict with the Word of God.
- 7.02 Confirmed Membership:** Confirmed members are all persons within the

congregation who are baptized and:

- a. Are admitted to Confirmed membership through preparation and participation in the rite of Confirmation.
- b. Apply for membership presenting letters of transfer showing them to be confirmed members in good standing in other Lutheran churches. They shall be admitted to Confirmed membership upon submitting their letters of transfer to the Council, and the Council reporting their names to the congregation.
- c. Apply for membership presenting evidence of confirmation in a Lutheran church, but who do not have letters of transfer. They shall be admitted to Confirmed membership when the Council has determined that they meet the standards of Christian faith and life indicated in the Constitution and Bylaws. The Council may refer any questionable cases for a decision to the vote of the congregation.
- d. Are adults from a non-Lutheran tradition who have received confirmation instruction in the Lutheran faith.

7.03 Voting Membership: Voting members are confirmed members in good standing. Such confirmed members shall have attended at least 12 services and made a contribution of record during the current or preceding year. The exception to this are members in the military and those serving as foreign missionaries.

7.04 Associate Membership: Associate member are persons holding membership in other Lutheran or Christian congregations who wish to retain such membership but desire to participate in the life and mission of this congregation. They have all the privileges and duties of membership except for voting rights and eligibility for elected offices or membership on the Council of this congregation.

7.05 Termination of Membership: 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 Council
- e. Removal from the roll due to inactivity as defined in the bylaws
- f. Such persons who have been removed from the roll of members shall remain persons for whom the church has a continuing pastoral concern.

7.06 Discipline of Members: Denial of the Christian faith as described in the Constitution and Bylaws, conduct grossly unbecoming of a member, or persistent trouble-making in this congregation are sufficient cause for discipline of a member. Prior to disciplinary action, reconciliation shall be attempted following the process specified in Matthew 18: 15-17:

- a. Private admonition by the pastor(s) or Council Chairperson
- b. Admonition by the pastor(s) or Council Chairperson in the presence of two witnesses. The member facing discipline may bring as many as two witnesses to this meeting.
- c. If there is no resolution, the Council shall be responsible to conduct a final effort to achieve reconciliation. The member facing discipline may bring as many as two witnesses to this meeting. The decision of the Council is final.
- d. The Council may either suspend membership for a definite period of time or remove the member from the membership roll. The decision shall be

- confirmed in writing to the disciplined member.
- e. When there is a disagreement among factions within the congregation on a substantive issue that cannot be resolved by the parties, member of this congregation shall have access to the Executive Board of the LCMC. The Executive Board's decision shall be final.

Article 8 Employed Church Staff

- 8.01 The Council shall initiate the hiring process.
- 8.02 The Personnel Committee or a Task Force appointed by the Council shall be responsible for an appropriate search.
- 8.03 The committee or task force shall include at least one person with expertise in the employment area of the position to be filled.
- 8.04 The pastor shall serve as a consultant in the search and hiring process.
- 8.05 Council approval, or if time is essential the executive committee's approval, is required for all hires.
- 8.06 Salary or wages are to be determined by the Council.

Article 9 The Annual Meeting

- 9.01 Announcement of the time and place of the Annual Meeting of the Congregation shall be made at two public services immediately preceding the meeting, said services to be at least one week apart, and in such publications as the congregation or the pastor(s) may periodically issue; or by written notice to the voting members mailed and or emailed at least 10 days in advance of the meeting.
- 9.02 The current roster of voting members shall be determined prior to each Annual Meeting.
- 9.03 The Order of Business at the Annual Meeting shall be:
 - a. Opening Prayer, Opening Devotion
 - b. Approval of minutes of previous Annual Meeting
 - c. Reports of Pastor(s), Council, Treasurer and Committees
 - d. Elections
 - e. Approval of Budget
 - f. Unfinished Business
 - g. New Business
 - h. Closing Prayer
- 9.04 In the following cases voting shall be by written ballot:
 - a. Election of Council
 - b. Adoption or Amendment of Articles of Incorporation, Constitution, or Bylaws
 - c. Call of a Pastor(s), or requesting a Pastor's resignation
 - d. To sever membership with LCMC
 - e. To dispose of, encumber, or purchase real property
 - f. When requested by 10 or more voting members present

Article 10 Amendments

- 10.01 Bylaws may be adopted or amended at any legally called meeting of this congregation, by a majority vote of those voting members present and voting, including absentee ballots.
- 10.02 Changes to the bylaws may be proposed by any voting member provided,

however, that such additions or amendments be submitted in writing to the Congregation Council at least 60 days before a regular or special Congregation Meeting called for that purpose. The Council shall notify the congregation's members by mail of the proposal with the Council's recommendations at least 30 days in advance of the Congregational Meeting.

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