

*IMMANUEL EVANGELICAL LUTHERAN  
CHURCH*

*"CONDENSED VERSION"*

*PROPOSED CHANGES TO THE CONSTITUTION  
AND CONSTITUTION BYLAWS AND  
RESOLUTIONS*

for VOTE AT ANNUAL CONGREGATIONAL MEETING  
JANUARY 2019

Please see separate attachment or document also provided, if you would like to read the complete version of: Most recent Constitution and Bylaws and Resolutions were approved by the congregation January 28, 2018 and by New England Synod March 2018

647 North Main Street, Attleboro, MA 02703 | (508) 222-2898 | [www.immanuelc.org](http://www.immanuelc.org)

Provided below are the proposed change to the Constitution. The ONLY items included here are those where a change is proposed. The proposed changes are also highlighted. This ‘condensed version’ is provided for convenience.

For the official presentation of the full Constitution including these same proposed changes, please see the additional link in the eNews (or the other stapled packet). Per Synod guidelines, the changes are not highlighted in the full Constitution version, but they do follow the same KEY below.

KEY: Any **items to be deleted** have been struck through. ~~Sample for proposed deletions.~~ **Items to be added** are underlined. Sample for proposed additions.

---

Continuing Resolutions.....	31
Financial Secretary Duties.....	31
Descriptions of Congregational Committees.....	32
Worship.....	32
Education / Youth and Family Ministry.....	32
Property.....	32
Finance and Stewardship.....	32
Evangelism.....	33
Hospitality.....	33
SERVE / <del>Service Committee</del> Social Ministry .....	33
Mutual Ministry.....	33

---

**\*C4.04.** This congregation shall develop an organizational structure to be described in the ~~bylaws.~~ Continuing Resolutions. The Congregation Council 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 Congregation Council.

---

- C11.01.** The officers of this congregation shall be president, vice-president, secretary, and treasurer, with an optional assistant treasurer.
- Duties of the officers shall be specified in the bylaws.
  - The officers shall be voting members of the congregation.
  - Officers of this congregation shall serve similar offices of the Congregation Council and shall be voting members of the Congregation Council.
  - If the Congregation Council elects its officers, the president, vice president, and secretary shall be selected from the elected membership of the Congregation Council. If the treasurer is not selected from the elected membership of the Congregation Council, the treasurer shall have voice ~~but not and~~ vote at the meetings of the Congregation Council.
- 

- C11.02.** The Congregation Council shall elect its officers and they shall be the officers of the congregation. The officers shall be elected by written ballot and shall serve for one year or until their successors are elected. Their terms shall begin at the close of the annual ~~council~~ Congregation meeting at which they are elected.
- 

- C12.03.** Should a member's place on the Congregation Council be declared vacant, the Congregation Council shall elect, by majority vote, a successor ~~until the next annual Congregational meeting to complete the term.~~
- 

- C13.02.** ~~A Nominating Committee of 3 voting members of this congregation, preferably including only one council member, shall be approved by the church council. six voting members of this congregation, two of whom, if possible, shall be outgoing members of the Congregation Council, shall be elected at the annual meeting for a term of one year. Members of the Nominating Committee are not eligible for consecutive re-election.~~
- 

- C13.03.** ~~An Audit Committee of 2 3 voting members shall be elected by the Congregation Council. Audit Committee members shall not be members of the Congregation Council. No one auditor can audit more than 3 consecutive years. Term of office shall be three years, with one member elected each year. Members shall be eligible for re-election.~~



---

**C13.04. Mutual Ministry Committee(s)** (in the absence of a mutual ministry committee, their duties shall be fulfilled by the executive committee) shall be appointed jointly by the president [vice president] and the rostered minister. Term of office shall be two years, with three members to be appointed each successive year.

---

*(Note: This entire section on Parish Authorization was omitted in our 2018 revisions, as we are not currently a parish consisting of one or more congregations. However, this section should remain in the Constitution in case Immanuel becomes part of a Parish in the future. No changes have been made to this section which was taken directly from Synod's Model Constitution.)*

## **Chapter 20. PARISH AUTHORIZATION**

*[\* Required provisions when congregation is part of a parish]*

**\*C20.01.** This congregation may unite in partnership with one or more other congregations recognized by the synod named in \*C6.01. to form a parish. Except as provided in \*C20.02. and \*C20.03., a written agreement, developed in consultation with the synod and approved by the voting members of each congregation participating in the parish, shall specify the powers and responsibilities that have been delegated to the Parish Council. The Parish Agreement shall identify which congregation of the parish issues calls on behalf of the member congregations or shall establish a process for identifying which congregation issues calls on behalf of the member congregations.

**\*C20.02.** One congregation of a parish shall issue a call on behalf of the member congregations to a minister of Word and Sacrament or a candidate for the roster of Ministers of Word and Sacrament who has been recommended by the synodical bishop to serve the congregations of the parish. Such a call shall be approved prior to issuance by a two-thirds vote at a congregational meeting of each congregation forming the parish. If any congregation of the parish should fail to approve the call, the other congregations of the parish shall have the right to terminate the parish agreement.

**\*C20.03.** One congregation of a parish may issue a call on behalf of the member congregations to a minister of Word and Service or a candidate for the roster of Ministers of Word and Service who has been recommended by the synodical bishop to serve the congregations of the parish. Such a call shall be approved prior to issuance by a two-thirds vote at a congregational meeting of each congregation forming the parish. If any congregation of the parish should fail to approve the call, the other congregations of the parish shall have the right to terminate the parish agreement.

**\*C20.04.** Any one of the congregations of the parish may terminate their relationship with the pastor as provided in †S14.18.d. of the synodical constitution of the synod named in \*C6.01. In such case, the other congregation(s) of the same parish shall have the right to terminate the parish agreement.

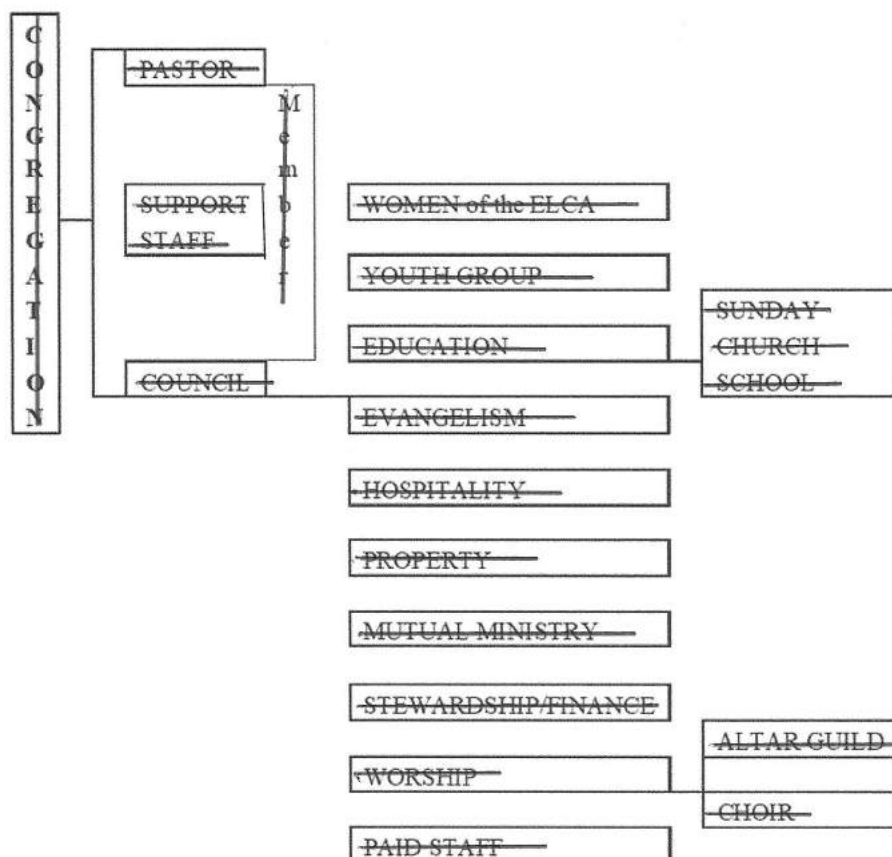
**\*C20.05.** Any one of the congregations of the parish may terminate their relationship with a minister of Word and Service as provided in †S14.43.d. of the synodical constitution of the synod named in \*C6.01. In such case, the other congregation(s) of the same parish shall have the right to terminate the parish agreement.

**\*C20.06.** Whenever a parish agreement is terminated, the call of any rostered minister serving that parish is terminated. Should any congregation that was formerly part of the parish agreement desire to issue a new call to that rostered minister, it may do so in accordance with the call process of this church.

## CONSTITUTION BYLAWS OF IMMANUEL LUTHERAN CHURCH

### C4.04.01 ORGANIZATIONAL STRUCTURE

*(Note: It is proposed that the entire Organizational Chart be deleted. Having a chart is not required and as written, this chart is currently incorrect and difficult to read.)*





---

~~SERVE / SERVICE COMMITTEE SOCIAL MINISTRY~~ (providing support/service to others)

---

**C8.04.01** Any confirmed member who, after pastoral care and counseling, has failed for a period of 2 years to receive Holy Communion or to make any contribution of record to the congregation shall be classified by the ~~church congregation~~ council as **Inactive**. They shall be restored by the ~~church congregation~~ council to active membership when they again receive the Lord's Supper or make a contribution of record to the church.

---

**C11.01.a.01** Duties of the Officers.

- 1.) The president shall preside at meetings of the congregation and the ~~church congregation~~ council. In the event of the president's inability to serve, the vice-president shall preside.
  - 2.) The secretary shall keep accurate minutes of all meetings of the congregation and of the council in a volume provided by the congregation, which shall be preserved permanently in its archives. Records may be stored on paper or in electronic format.
  - 3.) The treasurer shall keep the books of account of the congregation, disburse funds according to the annual congregational budget, and make regular remittance of benevolence to the treasurer of the synod.
  - 4.) The treasurer shall make written report of all financial transactions to the church council monthly and to the congregation at its annual meetings. The treasurer shall give corporate surety, in amounts determined by the ~~church congregation~~ council, for which the premium shall be paid by the congregation.
  - 5.) An optional assistant treasurer may be elected from and by the council, to support the functions of the treasurer, and is considered a member of the executive committee.
- 

**C12.05.e.02 BEQUEST POLICY**

All funds shall be placed in a separate interest-bearing account, known as **The Trust Fund**, and shall not be spent for six months. The congregation will be informed within two months of receipt of bequests over \$1000.00. Any member may make a suggestion for use of the funds through appropriate committee.

- 1.) In general, all funds for any category, project, or proposal exceeding \$5,000 will require the approval of the congregation at a specially called meeting for the purpose; and any bequests less than \$5,000 need only the approval of the ~~church congregation~~ council, after 30 days proper notification to the congregation.
  - 2.) All bequests shall be allocated as follows:
    - a. 10% to benevolence project(s) recommended by the ~~SERVE/Social Ministry Committee~~ and approved by the council;
    - b. 10% to the building fund whose use is to be determined by the council;
    - c. 80% to a proposal(s) recommended by appropriate committee through the council and approved by the congregation if over \$5,000.
  - 3.) Council has approving authority to transfer up to \$5,000 one time per fiscal year, from the Trust Fund into the General Treasury, in emergency situations, to pay necessary operating expenses. Any available balance of the transferred money is paid back to the Trust Fund unless the congregation votes differently. Council majority vote is required, and the congregation must be informed in writing within 30 days. Council cannot approve a second transfer request for the following year until the previous transfer has been paid back or congregational approval is received. All amounts over \$5,000 require congregational approval.
- 

#### **C12.09.A01 FINANCIAL SECRETARY DUTIES**

~~Members shall~~ The Financial Secretary shall see that members receive an accounting of their giving after each quarter, including the status of their pledge. A quarterly report shall be prepared for the ~~church congregation~~ council indicating income from pledging members, income from non-pledging members, income from loose offerings and special envelopes, and income designated for the Memorial Fund. The fourth quarter report will be included in the annual church report.

---

#### **PROPERTY:**

This committee has the responsibility for general and specific maintenance of the ~~C~~church building and grounds, plus the care and maintenance of a parsonage property. They will serve as a task force to identify work projects and potential maintenance problems and provide guidance to work groups. They will also appoint a property coordinator who will be accountable for planning, scheduling, and directing work operations and assignments. They depend on volunteers to serve on work groups for a wide array of building and grounds maintenance projects which include skills in general cleaning, housekeeping, landscaping, lawn mowing, snow removal, painting, carpentry, plumbing, and electrical work among others.

---

#### **EVANGELISM:**

This committee shall stimulate and lead all members of the congregation in continuous and concerted endeavors to spread the good news of Jesus Christ. They shall study the congregation's needs and strive to make it a

welcoming and spiritually uplifting environment for members and strangers alike. They will study the congregation in the context of the surrounding community and will reach out to the spiritually indifferent and to those who are yet to be church-affiliated.

**A: Hospitality:**

This committee is responsible for promoting a friendly spirit among the members and friends of Immanuel, by organizing and coordinating fellowship and/or social events throughout the year.

**B: ~~SERVE / SERVICE COMMITTEE~~ Social Ministry:**

This committee extends Christian compassion and helpfulness to people in need within our congregation, in the surrounding communities, and around the world. This may include ministry to the hungry and homeless, the ill, the aged, the underprivileged, the abused, and the imprisoned in the form of financial assistance, donations of goods and food, collecting and assembling materials, and time in direct service. They shall strive to enlist as many individual members of the congregation as possible in carrying out its programs. They shall remain informed of the social conditions in the local community and the special ministries of the Church and educate as well as encourage and direct the congregation in responding to these needs.