

## Trinity Lutheran Church

## Fort Collins, Colorado

### Draft Constitution

November 25, 2020

This constitution is based on the 2016 **2019** edition of the "Model Constitution for Congregations of the Evangelical Lutheran Church in America" (ELCA) which contained changes adopted by the Church wide Assemblies.

The model is consistent with the requirements of the constitutional governing documents of the ELCA's churchwide organization and synods.

► **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 (*i.e.*, neither additions nor deletions are permissible). This requirement is based on provision 9.52. in the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*. This provision requires 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. Provisions in the *Model Constitution for Congregations* identified by an asterisk [\*] are those required under ELCA constitutional provision 9.25.b.

► **Review by synod:** Each congregation of this church is to provide a copy of its governing documents, and any amendments thereto, to its synod. In accordance with ELCA bylaw 9.53.03., amendments to a congregation constitution become effective *only* when approved by the synod. This bylaw provides:

All proposed changes in the constitution or incorporation documents of a congregation shall be referred to the synod with which the congregation is affiliated. The synod shall notify the congregation of its decision to approve or disapprove the proposed changes; the changes shall go into effect upon notification that the synod has approved them. The synod shall recognize that congregations may organize themselves in a manner which they deem most appropriate.

No governing document amendment will be approved by a synod if it conflicts with the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*. In order to meet constitutional requirements and to avoid potential problems, all proposed amendments to a congregation's constitutional provisions, bylaws, and continuing resolutions should be submitted to the synod for review.

► **Amendment consistent with the Model Constitution for Congregations:** A congregation that amends its constitution to be in conformity with the *Model Constitution for Congregations* will report these changes to its synod. The

amendments become effective upon adoption by the congregation, \*C16.04. While synod approval is not required, it is wise to work with the synod in preparing to present these amendments to the congregational meeting.

► ***Codification explanation:*** The *Model Constitution for Congregations* is organized into chapters by general subject matter and codified as (a) constitutional provisions, (b) bylaws, and (c) continuing resolutions. Each provision is preceded by a capital “C.” If a constitutional provision is mandatory, it will be preceded by an asterisk, “\*C.”

- a. Constitutional provisions are codified with two sets of numbers, preceded by a “C”: the chapter number, followed by a period, and a two-digit number. A period follows the two-digit number. Thus, one required constitutional provision related to “Membership” in Chapter 8 is codified as “\*C8.02.” A provision in Chapter 12 relating to a report by the Congregation Council to the congregation at an annual meeting is codified as “C12.09.” Constitutional provisions are adopted and amended in accordance with Chapter 16 titled “Amendments.”
- b. Bylaw provisions follow constitutional provisions to which they apply. They are not intended to be organized in a separate document at the end of the constitutional provisions. Bylaws are codified with three sets of numbers: the chapter number (preceded by a “C”), the related constitutional provision number, and a two-digit number. There are periods after the chapter number, after the reference to the constitutional provision, and after the bylaw number. Thus, a bylaw provision related to “Membership” would be codified as “C8.02.01.” A bylaw relating to the contents of an annual report by the Congregation Council to the congregation at an annual meeting would be codified as “C12.09.01.” Because bylaws and continuing resolutions normally relate to specific practices and details of each congregation’s organization, operation, and life, there is not a model set of bylaws or continuing resolutions. Thus, each congregation has discretion and may develop its own bylaws and continuing resolutions, including bylaws and continuing resolutions under required constitutional provisions, but no such bylaw or continuing resolution may conflict with constitutional provisions in the *Model Constitution for Congregations*, the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*, or the constitution of the synod, as indicated in \*C6.03.e. Bylaws are adopted and amended in accordance with Chapters 16 and 17.
- c. Continuing resolutions are intended to provide descriptions of operational patterns and practices or of the ongoing responsibilities of committees or other units within the organizational structure of the congregation. They follow the relevant constitutional provision or bylaw to which they refer. Continuing resolutions also are codified with three sets of numbers, except that the third set is preceded by a capital letter. Thus, a continuing resolution describing congregational committees in Chapter 13 might be numbered “C13.07A13.” The initial numbers “C13.07” indicate that the continuing resolution relates to the designated constitutional provision, which in this case provides that the duties of congregational committees may be specified in bylaws or continuing resolutions. The final letter and numbers “A13”

designate that this is the first continuing resolution “A” and the year that it was adopted, in this example 2013. Continuing resolutions are adopted and amended in accordance with Chapter 18. Unlike constitutional provisions and bylaws which are adopted by the congregation at a legally called and conducted meeting, continuing resolutions may be adopted either by a congregational meeting or by the Congregation Council.

► ***Missing numbers:*** You will notice that certain numbers are missing from the numbering sequence in some chapters. These omissions are intentional. For example, in some chapters the number “.10.” and multiples thereof have been reserved for possible use as section headings in future editions.

► ***Selection of options:*** Alternatives are provided in some places within the *Model Constitution for Congregations*. Alternatives are noted by brackets or blank lines. For example, constitutional provision \*C9.01. offers the alternative of election of a call committee by the congregation or by the Congregation Council. Only one alternative should be chosen in each instance where brackets appear in the text. In other provisions, alternative provisions are provided. Thus, in Chapters 11 and 12, regarding “Officers” and “Congregation Council,” options are provided separated by the word “or.” Each congregation should select one of those options, subject to approval through the synod’s constitutional review process. Where a blank line appears, such as in C1.01. or C10.02., the appropriate word, phrase, or number determined by the individual congregation should be inserted.

► ***References to church:*** In the governing documents, “Church” with a capital letter refers to the one, holy, catholic, and apostolic Church. The words “church” or “this church” in lowercase letters refer to the Evangelical Lutheran Church in America. The specific congregation may be identified, as provided in C1.02., as “this congregation.”

► ***Guidelines:*** A list of guidelines for a congregation engaging in review and amendment of its constitution is available through each synod office and at [ELCA.org](http://ELCA.org).

► ***Consultation and concluding comments:*** Each synod has a process to review proposed amendments to congregational constitutions. The work of both congregations in amending their governing documents and the synod in reviewing proposed amendments is facilitated by consultation and cooperation *before* proposed amendments are acted upon by this congregation. In addition, each congregation should establish a process for periodic review of its governing documents. You are encouraged to contact your synod office to assist your congregation in its periodic review of governing document provisions and to assess whether problems may exist with respect to proposed amendments.

The important task of amending a constitution is challenging. It is, however, an essential endeavor that merits thoughtful work. In addressing your constitutional responsibilities, may God grant you and your colleagues wisdom, discernment, and commitment to the unity of this church in faithful witness to our Lord and Savior, Jesus Christ.

Secretary Wm Chris Boerger  
Evangelical Lutheran Church in America  
August 17, 2016

# Table of Contents

	<b>PAGE</b>
Preamble .....	5
Chapter 1      Name and Incorporation.....	5
Chapter 2      Confession of Faith .....	5
Chapter 3      Nature of the Church.....	6
Chapter 4      Statement of Purpose.....	7
Chapter 5      Powers of the Congregation .....	8
Chapter 6      Church Affiliation .....	10
Chapter 7      Property Ownership .....	13
Chapter 8      Membership .....	14
Chapter 9      Rostered Minister .....	16
Chapter 10      Congregation Meeting.....	23
Chapter 11      Officers.....	24
Chapter 12      Congregation Council .....	25
Chapter 13      Congregation Ministries and Committees .....	28
Chapter 14      Organizations Within the Congregation.....	32
Chapter 15      Discipline of Members and Adjudication .....	34
Chapter 16      Amendments .....	36
Chapter 17      Bylaws.....	37
Chapter 18      Continuing Resolutions .....	37
Chapter 19      Indemnification .....	38

**CONSTITUTION  
for  
TRINITY LUTHERAN CHURCH  
of  
FORT COLLINS, COLORADO**

---

**\*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 Trinity Lutheran Church of Fort Collins, Colorado.
- C1.02.** For the purpose of this constitution and the accompanying bylaws, the congregation of Trinity Lutheran Church of Fort Collins, Colorado is hereinafter designated as "this congregation."
- C1.11.** This congregation shall be incorporated under the laws of the State of Colorado.

**Chapter 2.**

**CONFESION 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

---

\* Required provision

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.** This church confesses the one, holy, catholic, and apostolic Church and is resolved to serve Christian unity throughout the world.

**\*C3.03.** 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.

**\*C3.04.** This church, inspired and led by the Holy Spirit, participates in The Lutheran World Federation as a global communion of churches, engaging in faithful witness to the gospel of Jesus Christ and in service for the sake of God's mission in the world.

**\*C3.05.** 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, standing with the poor and powerless, and committing itself to their needs.
- e. Nurture its members in the Word of God so as to grow in faith and hope and love, to see daily life as the primary setting for the exercise of their Christian calling, and to use the gifts of the Spirit for their life together and for their calling in the world.
- f. Manifest the unity given to the people of God by living together in the love of Christ and by joining with other Christians in prayer and action to express and preserve the unity which the Spirit gives.

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

- a. Provide services of worship at which the Word of God is preached and the sacraments are administered.

- b. Provide pastoral care and assist all members to participate in this ministry.
- c. Challenge, equip, and support all members in carrying out their calling in their daily lives and in their congregation.
- d. Teach the Word of God.
- e. Witness to the reconciling Word of God in Christ, reaching out to all people.
- f. Respond to human need, work for justice and peace, care for the sick and the suffering, and participate responsibly in society.
- g. Motivate its members to provide financial support for ~~the~~this congregation's ministry and the ministry of ~~other parts~~the other expressions of the Evangelical Lutheran Church in America.
- h. Foster and participate in interdependent relationships with other congregations, the synod, and the 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 Congregation Council shall prepare descriptions of the responsibilities of each committee, task force, or other organizational group and shall review their actions. [Such descriptions shall be contained in continuing resolutions in the section on the Congregation Committees.]

**\*C4.05.** This congregation shall, from time to time, adopt and periodically review 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 Congregation Council or other organizational units in this congregation's governing documents is recognized. All remaining authority is retained by the congregation.

**The This** congregation is authorized to:

- a. call a pastor as provided in Chapter 9;
- b. terminate the call of a pastor as provided in Chapter 9;
- c. call a minister of Word and Service;
- d. terminate the call of a minister of Word and Service in conformity with the constitution of the Evangelical Lutheran Church in America;
- e. adopt amendments to the constitution, as provided in Chapter 16, amendments to the bylaws, as specified in Chapter 17, and continuing resolutions, as provided in Chapter 18;
- f. approve the annual budget;
- g. acquire real and personal property by gift, devise, purchase, or other lawful means;
- h. hold title to and use its property for any and all activities consistent with its purpose;
- i. sell, mortgage, lease, transfer, or otherwise dispose of its property by any lawful means;
- j. elect its Congregation Council, boards, and committees, and require them to carry out their duties in accordance with the constitution, bylaws and continuing resolutions; and
- k. terminate its relationship with the Evangelical Lutheran Church in America as provided in Chapter 6.

**C5.03.01.** This congregation is authorized to control the purpose and administration of the Trinity Lutheran Church Trust Fund.

**C5.03.02.** This congregation is authorized to control the purpose and administration of the Trinity Lutheran Preschool.

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

**C5.04.01.** These elected persons shall communicate to the Congregation Council items of importance or interest through congregational report or any other form or presentation.

## **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 Rocky Mountain Synod **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 roster of Ministers of Word and Sacrament of the Evangelical Lutheran Church in America in accordance with its call procedures except in special circumstances and with the approval of the bishop of the synod. These special circumstances are limited either to calling a candidate approved for the roster of Ministers of Word and Sacrament of the Evangelical Lutheran Church in America or to contracting for pastoral services with a minister of Word and Sacrament of a church body with which the Evangelical Lutheran Church in America officially has established a relationship of full communion.
- d. This congregation agrees to consider ministers of Word and Service for call to other staff positions in **the** **this** congregation according to the procedures of the Evangelical Lutheran Church in America.
- e. This congregation agrees to file this constitution and any subsequent changes to this constitution with the synod for review to ascertain that all of its provisions are in agreement with the constitution and bylaws of the Evangelical Lutheran Church in America and with the constitution of the synod.

**\*C6.04.** Affiliation with the Evangelical Lutheran Church in America **may be is** terminated as follows:

- a. This congregation takes action to dissolve.
- b. This congregation ceases to exist.

- c. This congregation is removed from membership in the Evangelical Lutheran Church in America according to the procedures for discipline of the Evangelical Lutheran Church in America or in accordance with provision 9.23. of the constitution and bylaws of the Evangelical Lutheran Church in America.
- d. The Rocky Mountain Synod takes charge and control of the property of this congregation to hold, manage, and convey the same on behalf of the synod pursuant to †S13.24 of the synod constitution. This congregation shall have the right to appeal the decision to the next Synod Assembly

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

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

- a. A resolution indicating the intent to terminate its relationship must be adopted at two legally called and conducted special meeting of the this congregation by a two-thirds vote of the voting members present at each meeting. Such The first such meeting may be held no sooner than 30 days after written notice of the meeting is received by the bishop of the synod, during which time this congregation shall consult with the bishop and the bishop's designees, if any. The times and manner of the consultation shall be determined by the bishop in consultation with the Congregation Council. Unless he or she is a voting member of the this congregation, the bishop and the bishop's designees, if any, shall have voice but not vote at the first meeting.
- b. The Within 10 days after the resolution has been voted upon at the first meeting, the secretary of the this 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 send copies of the resolution and certification to voting members of the this congregation. This notice shall be submitted within 10 days after the resolution has been adopted.
- c. The If the resolution was adopted by a two-thirds vote of the voting members present at the first meeting, the bishop of the synod and the this 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 bishop of the attestation and certification as specified in paragraph b. above.
- d. If the this congregation, after such consultation, still seeks to terminate its relationship, is still considering termination of its relationship with this church, such action may be taken at a legally called and conducted special meeting by a two-thirds vote of the voting members present. Notice of the second meeting shall be

~~mailed sent~~ to all voting members and to the bishop at least 10 days in advance of the meeting. Unless he or she is a voting member of ~~the this~~ congregation, the bishop and the bishop's designees, if any, shall have voice but not vote at the ~~second~~ 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.~~

~~Within 10 days after the resolution has been voted upon, the secretary of this congregation shall submit a copy of the resolution to the bishop, attesting that the second special meeting was legally called and conducted and certifying the outcome of the vote, and shall send copies of the resolution and certification to the voting members present at the second meeting, the relationship between this congregation and this church shall be terminated subject to Synod Council approval as required by paragraphs f. and g. below.~~

f. ~~Unless this notification to the bishop also certifies that the this congregation has voted by a two thirds vote to affiliate with another Lutheran denomination, the this congregation will be conclusively presumed to be shall be deemed an independent or non-Lutheran church, in which case \*C7.04. shall apply.~~

f. ~~Notice of termination shall be forwarded by the bishop to the secretary of the ELCA, who shall report the termination to the Churchwide Assembly.~~

g. This congregation shall abide by these covenants by and among the three expressions of this church:

- 1) Congregations seeking to terminate their relationship with this church which fail or refuse to comply with each of the foregoing provisions in \*C6.05. shall be required to receive Synod Council approval before terminating their membership in this church.
- 2) Congregations which had been members of the Lutheran Church in America shall be required, in addition to complying with the foregoing provisions in \*C6.05., to receive synodical approval before terminating their membership in this church.
- 3) Congregations established by the Evangelical Lutheran Church in America shall be required, in addition to complying with the foregoing provisions in \*C6.05., to satisfy all financial obligations to this church and receive Synod Council approval before terminating their membership in this church.

h. If this congregation fails to achieve the required two-thirds vote of voting members present at ~~the this~~ 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 this congregation or~~ fails to achieve the required two-thirds vote of voting members present at ~~the this~~ congregation's second meeting as specified in paragraph d. above, another attempt to consider termination of relationship with this church must follow all requirements of \*C6.05. and may begin no sooner than six months after ~~that second the~~ meeting ~~at which the two-thirds vote was not achieved.~~

**\*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 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 taken~~.

**\*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 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 Rocky Mountain Synod of the Evangelical Lutheran Church in America.

**C7.01.01.** If no such entity then exists, title shall pass to its successor, or to an organization qualified as a charitable organization under Section 501 (C) (3) of the Internal Revenue Code as it currently exists or as it may be amended hereafter.

**\*C7.02.** If this congregation is removed from membership in the Evangelical Lutheran Church in America according to its procedure for discipline, ~~or pursuant to 9.23 of constitution and bylaws of the Evangelical Lutheran Church of America~~, title to property shall continue to reside in this congregation.

**\*C7.03.** If ~~two-thirds 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 Rocky Mountain Synod.

**\*C7.04.** If ~~two thirds 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, ~~established by the synod~~, may give approval to the request to become independent or to relate to a non-Lutheran church body, in which case title shall remain with the majority of this congregation. If the Synod Council fails to give such approval, title shall remain with those members who desire to continue as a congregation of the Evangelical Lutheran Church in America. In neither case does title to this congregation's property transfer to the synod.

**C7.04.01** Members who have been suspended, or who have withdrawn, or who have forfeited their membership shall have no claim whatsoever to the property of this congregation, nor shall they be entitled to a refund of any contributions of any nature whatsoever which they may have made.

**C7.05.** Notwithstanding the provisions of \*C7.02. and \*C7.03. above, where this congregation has received property from the synod pursuant to a deed or other instrument containing restrictions under provision 9.71.a. of the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*, this congregation accepts such restrictions and:

- a. Shall not transfer, encumber, mortgage, or in any way burden or impair any right, title, or interest in the property without prior approval of the Synod Council.
- b. Shall—upon written demand by the Synod Council, pursuant to ~~†S13.23.~~ of the constitution of the Rocky Mountain Synod reconvey and transfer all right, title, and interest in the property to the synod.

## Chapter 8. MEMBERSHIP

**\*C8.01.** Members of this congregation shall be those baptized persons on the roll of this congregation at the time that this constitution is adopted and those who are admitted thereafter and who have declared and maintain

their membership in accordance with the provisions of this constitution and its bylaws.

**\*C8.02.**

Members shall be classified as follows:

- a. **Baptized** members are those persons who have been received by the Sacrament of Holy Baptism in this congregation, or, having been previously baptized in the name of the Triune God, have been received by certificate of transfer from other Lutheran congregations or by affirmation of faith.
- b. **Confirmed** members are baptized persons who have been confirmed in this congregation, those who have been received by adult baptism or by transfer as confirmed members from other Lutheran congregations, or baptized persons received by affirmation of faith.
- c. **Voting** members are confirmed members. Such confirmed members, during the current or preceding calendar year, shall have communed 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~~ this congregation as well as the other rights and privileges ascribed to voting members by the provisions of this constitution and its bylaws. They shall not have voted as a seasonal member of another congregation of this church in the previous two calendar months.
- d. **Associate** members are persons holding membership in other Lutheran congregations who wish to retain such membership but desire to participate in the life and mission of this congregation. These individuals have all the privileges and duties of membership except voting rights or other rights and privileges ascribed to voting members by the provisions of this constitution and its bylaws.
- e. **Seasonal** members are voting members of other ~~ELCA~~ congregations of this church who wish to retain such membership but desire to participate in the life and mission of this congregation, including exercising limited voting rights in this congregation. The Congregation Council may grant seasonal membership to such persons provided that this congregation is a member of a synod where the Synod Council has approved seasonal member voting on its territory. Such seasonal members shall have all the privileges and duties of voting members except that:
  - 1) they shall not be eligible for elected office in, or for membership on Congregation Council or on a call committee of, this congregation;

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

**\*C8.02.01.** Associate membership shall be granted to members in good standing, upon their notification of the pastor or council.

**\*C8.03.** All applications for confirmed membership shall be submitted to and shall require the approval of the Congregation Council.

**\*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 in accordance with ~~ELCA constitutional provision 20.41, and the accompanying bylaws; or Chapter 20 of the constitution and by laws of the Evangelical Lutheran Church of America; or~~
- e. removal from the roll due to inactivity in accordance with the provisions of this constitution and its bylaws.

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

**C8.05.01.** A pastor or a member of Congregation Council shall be encouraged

to visit members who have become inactive, i.e. any member, who, for period of one year neglects to partake of the Holy Communion or take part in the worship of the Church, to encourage renewed active membership.

**C8.05.02.** If a member chooses not to attend church or receive Communion for total of two continuous years, the member will have elected to be removed from the church roll and shall be removed. Special consideration may be given to a member, as determined by the pastor and council, due to circumstances not covered by the constitution or bylaws. Persons in Military service, students, and special case members of this congregation in good standing shall be retained on the active membership list while they are so classified.

## **Chapter 9.**

### **ROSTERED MINISTER**

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

**\*C9.02.** Only a member of the roster of Ministers of Word and Sacrament of the Evangelical Lutheran Church in America or a candidate for the roster of Ministers of Word and Sacrament who has been recommended for ~~the this~~ congregation by the synodical bishop may be called as a pastor of this congregation.

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

- a. Every minister of Word and Sacrament shall:
  - 1) preach the Word;
  - 2) administer the sacraments;
  - 3) conduct public worship;
  - 4) provide pastoral care;
  - 5) seek out and encourage qualified persons to prepare for the ministry of the Gospel;
  - 6) impart knowledge of this church and its wider ministry through ~~distribution of its communications and publications available channels of effective communication:~~
  - 7) witness to the Kingdom of God in the community, in the nation, and abroad; and
  - 8) speak publicly to the world in solidarity with the poor and oppressed, calling for justice and proclaiming God's love for the world.
- b. Each pastor with a congregational call shall, within the congregation:

- 1) offer instruction, confirm, marry, visit the sick and distressed, and bury the dead;
- 2) relate to all schools and organizations of this congregation;
- 3) install regularly elected members of the Congregation Council;
- 4) with the council, administer discipline; **and**
- 5) endeavor to increase the support given by the congregation to the work of the **ELCA** churchwide organization and of the Rocky Mountain Synod; **of the ELCA and**
- 6.) encourage adherence to covenantal relationship with this church as expressed in the *Constitution, Bylaws and Continuing Resolutions of the Evangelical Lutheran Church in America.***

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

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

- a. The call of this congregation, when accepted by a pastor, shall constitute a continuing mutual relationship and commitment, which shall be terminated only by **the pastor's** death or, following consultation with the **synodical** bishop, 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, no later than 30 days after the date on which it was submitted;
  - 3) inability to conduct the pastoral office effectively in **the this** congregation in view of local conditions;
  - 4) physical disability or mental incapacity of the pastor;
  - 5) suspension of the pastor through discipline for more than three months;
  - 6) resignation or removal of the pastor from the roster of Ministers of Word and Sacrament of this church;
  - 7) termination of the relationship between this church and **the this** congregation;
  - 8) dissolution of **the this** congregation or the termination of a parish arrangement; or
  - 9) suspension of **the this** congregation through discipline for more than six months.
- b. When allegations of physical disability or mental incapacity of the pastor under paragraph a.4) above, or ineffective conduct of the

pastoral office under paragraph a.3) above, have come to the attention of the bishop of this synod,

- 1) the bishop in his or her sole discretion may investigate such conditions personally together with a committee of two rostered ministers and one layperson, or
- 2) when such allegations have been brought to the synod's attention by an official recital of allegations by the Congregation Council or by a petition signed by at least one-third of the voting members of this congregation, the bishop personally shall investigate such conditions together with a committee of two rostered ministers and one layperson.

c. In case of alleged physical disability or mental incapacity under paragraph a.4) above, the bishop's committee shall obtain and document competent medical opinion concerning the pastor's condition. When a disability or incapacity is evident to the committee, the bishop of this synod may declare the pastorate vacant. When the pastorate is declared vacant, the Synod Council shall list the pastor on the roster of Ministers of Word and Sacrament ~~as disabled with disability status~~. Upon removal of the disability and the restoration of the pastor to health, the bishop shall take steps to enable the pastor to resume the ministry, either in the congregation last served or in another appropriate call.

d. In the case of alleged local difficulties that imperil the effective functioning of ~~the this~~ congregation under paragraph a.3) above, the bishop's committee shall endeavor to hear from all concerned persons, after which the bishop together with the committee shall present their recommendations first to the pastor and then to this congregation. The recommendations of the bishop's committee must address whether the pastor's call should come to an end and, if so, may suggest appropriate severance arrangements. The committee may also propose other actions that should be undertaken by ~~the this~~ congregation and by the pastor, if appropriate. If the pastor and congregation agree to carry out such recommendations, no further action need be taken by the synod.

e. If either party fails to assent to the recommendations of the bishop's committee concerning the pastor's call, ~~the this~~ congregation may dismiss the pastor only at a legally called meeting after consultation with the bishop, either (a) by a two-thirds vote of the voting members present and voting where the bishop and the committee did not recommend termination of the call, or (b) by a majority vote of the voting members present and voting where the bishop and the committee recommended termination of the call.

f. If, in the course of proceedings described in paragraph c. or paragraph d. above, the bishop's committee concludes that there may be grounds for discipline, the committee shall make recommendations concerning disciplinary action in accordance with the provisions of this church's constitution, bylaws, and continuing resolutions.

**C9.05.01** ~~When the senior pastor, or a co-pastor resigns, retires or is dismissed the remaining pastor(s) shall submit their resignations in consultation with the synod bishop. This shall not disqualify them for a new call to this congregation.~~

After the resignation, retirement or dismissal of a senior pastor and a new senior pastor has accepted a call from Trinity Lutheran Church, all staff (roster and lay) shall submit letters of resignation. The letters of resignation shall be dated six months out from date of new senior pastor start date, which can be either accepted or rejected by new senior pastor and council. This procedure will allow for as smooth a transition as possible. This time frame gives the leadership time to consider within the current staff, compatible gifts with the desired direction of the senior pastor and council. Staff can be terminated for cause during this 6-month period by council and new senior pastor.

**\*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 Congregation Council.

**\*C9.07.** During the period of service, an interim pastor shall have the rights and duties in ~~the~~ this congregation of a regularly called pastor and may delegate the same in part to a supply pastor with the consent of the bishop of the synod and this congregation or Congregation Council. The interim pastor and any rostered minister providing assistance shall refrain from exerting influence in the selection of a pastor. Unless previously agreed upon by the Synod Council, an interim pastor is not available for a regular call to the congregation served.

**\*C9.08.** This congregation shall make satisfactory settlement of all financial obligations to a former pastor before calling a successor. A pastor shall make satisfactory settlement of all financial obligations to this congregation before beginning service in a call to another congregation or employment in another ministry setting. ~~related to the Evangelical Lutheran Church in America.~~

**\*C9.09.** When a pastor is called to serve in company with another pastor or pastors, the privileges and responsibilities of each pastor shall be specified in documents to accompany the call and to be drafted in consultation involving the pastors, Congregation Council, and the bishop of the synod. As occasion requires, the documents may be revised through a similar consultation.

\*C9.11. With the approval of the bishop of the synod, ~~the~~ this congregation may depart from \*C9.05.a. and call a pastor for a specific term. Details of such calls shall be in writing setting forth the purpose and conditions involved. Prior to the completion of a term, the bishop or a designated representative of ~~the~~ this bishop shall meet with the pastor and representatives of ~~the~~ this 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:

- shall keep accurate parochial records of all baptisms, confirmations, marriages, burials, communicants, members received, members dismissed, or members excluded from ~~the~~ this congregation;
- shall submit a summary of such statistics annually to the synod; and
- 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~~ this congregation. The secretary of this congregation shall attest in writing to the bishop of this synod that such records have been placed in his or her hands in good order by a departing pastor before the installation of that pastor in another ~~field of labor or the granting by the synod of retired status to the pastor~~ call or approval of a request for change in roster status.

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

\*C9.21. Authority to call a ~~minister of Word and Service~~ deacon shall be in this congregation by at least a two-thirds vote of voting members present and voting at a meeting legally called for that purpose. Before a call is issued, the officers, or a committee elected by this congregation to recommend the call, shall seek the advice and help of the bishop of the synod.

\*C9.22. Only a member of the roster of Ministers of Word and Service of the Evangelical Lutheran Church in America or a candidate for the roster of Ministers of Word and Service who has been recommended for this congregation by the synodical bishop may be called as a deacon of this congregation.

\*C9.23. Consistent with the faith and practice of the Evangelical Lutheran Church in America, every minister of Word and Service shall:

- a. Be rooted in the Word of God, for proclamation and service;
- b. Advocate a prophetic diaconal that commits itself to risk-taking and innovative service on the frontiers of the Church's outreach, giving particular attention to the suffering places in God's world;
- c. Speak publicly to the world in solidarity with the poor and oppressed, calling for justice and proclaiming God's love for the world, witnessing to the realm of God in the community, the nation, and abroad;
- d. Equip the baptized for ministry in God's world that affirms the gifts of all people;
- e. Encourage mutual relationships that invite participation and accompaniment of others in God's mission;
- f. Practice stewardship that respects God's gift of time, talents, and resources;
- g. Be grounded in a gathered community for ongoing diaconal formation;
- h. Share knowledge of the ELCA this church and its wider ministry of the gospel and advocate for the work of all expressions of this church; and
- i. Identify and encourage qualified persons to prepare for ministry of the gospel.

\*C9.24. The specific duties of the deacon, compensation, and other matters pertaining to the service of the deacon shall be included in a letter of call, which shall be attested by the bishop of the synod.

\*C9.25. The provisions for termination of the mutual relationship between a minister of Word and Service and a congregation shall be as follows:

- a. The call of a congregation, when accepted by a deacon, shall constitute a continuing mutual relationship and commitment, which shall be terminated only by the deacon's death or, following consultation with the synodical bishop, 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 deacon, which shall become effective, unless otherwise agreed, no later than 30 days after the date on which it was submitted;
  - 3) inability to conduct the ministry of Word and Service effectively in this congregation in view of local conditions;

- 4) physical disability or mental incapacity of the deacon;
- 5) suspension of the deacon through discipline for more than three months;
- 6) resignation or removal of the deacon from the roster of Ministers of Word and Service of this church;
- 7) termination of the relationship between this church and this congregation;
- 8) dissolution of this congregation or the termination of a parish arrangement; or
- 9) suspension of this congregation through discipline for more than six months.

- b. When allegations of physical disability or mental incapacity of the deacon under paragraph a.4) above, or ineffective conduct of the office of minister of Word and Service under paragraph a.3) above, have come to the attention of the bishop of this synod,
  - 1) the bishop in his or her sole discretion may investigate such conditions personally together with a committee of two rostered ministers and one layperson, or
  - 2) when such allegations have been brought to the synod's attention by an official recital of allegations by Congregation Council or by a petition signed by at least one-third of the voting members of this congregation, the bishop personally shall investigate such conditions together with a committee of two rostered ministers and one layperson.
- c. In case of alleged physical disability or mental incapacity under paragraph a.4) above, the bishop's committee shall obtain and document competent medical opinion concerning the deacon's condition. When a disability or incapacity is evident to the committee, the bishop of this synod may declare the position vacant. When the position is declared vacant, the Synod Council shall list the deacon on the roster of Ministers of Word and Service **as disabled with disability status**. Upon removal of the disability and the restoration of the deacon to health, the bishop shall take steps to enable the deacon to resume the ministry, either in the congregation last served or in another appropriate call.
- d. In the case of alleged local difficulties that imperil the effective functioning of this congregation under paragraph a.3) above, the bishop's committee shall endeavor to hear from all concerned persons, after which the bishop together with the committee shall present their recommendations first to the deacon and then to this congregation. The recommendations of the bishop's committee must address whether the deacon's call should come to an end and, if so, may suggest appropriate severance arrangements. The committee may also propose other actions that should be

undertaken by this congregation and by the deacon, if appropriate. If the deacon and congregation agree to carry out such recommendations, no further action need be taken by the synod.

- e. If either party fails to assent to the recommendations of the bishop's committee concerning the deacon's call, this congregation may dismiss the deacon only at a legally called meeting after consultation with the bishop, either (a) by a two-thirds vote of the voting members present and voting where the bishop and the committee did not recommend termination of the call, or (b) by a majority vote of the voting members present and voting where the bishop and the committee recommended termination of the call.
- f. If, in the course of proceedings described in paragraph c. or paragraph d. above, the bishop's committee concludes that there may be grounds for discipline, the committee shall make recommendations concerning disciplinary action in accordance with the provisions of this church's constitution, bylaws, and continuing resolutions.

**\*C9.26.** ~~The deacon shall make satisfactory settlement of all financial obligations to a former congregation before:~~

- ~~a. installation in another field of labor, or~~
- ~~b. the issuance of a certificate of dismissal or transfer.~~

This congregation shall make satisfactory settlement of all financial obligations to a former deacon before calling a successor. A deacon 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.

**\*C9.27.** When a deacon is called to serve in company with another rostered minister or other rostered ministers, the privileges and responsibilities of each rostered minister shall be specified in documents to accompany the call and to be drafted in consultation involving the rostered ministers, Congregation Council, and the bishop of the synod. As occasion requires, the documents may be revised through a similar consultation.

**\*C9.28.** With the approval of the bishop of the synod, this congregation may depart from \*C9.25.a. and call a deacon 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 deacon and representatives of this congregation for a review of the call. Such a call may also be terminated before its expiration in accordance with the provisions of \*C9.25.a.

**\*C9.29.** The deacon shall become a member of this congregation upon receipt and acceptance of the letter of call. In a parish of multiple

congregations, the deacon shall hold membership in one of the congregations.

**\*C9.31.** The deacon(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.

## **Chapter 10.**

### **CONGREGATION MEETING**

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

**C10.01.01.** The annual Congregation Meeting (budget and election) shall be held on a suitable date in November or December, at which time the election of Congregation Council members, Nominating Committee members, Trust Fund Board, Preschool Board and voting members of the Synod Assembly shall occur and an annual budget for the following calendar year shall be adopted.

**C10.01.02.** The annual Congregation Meeting (ministry review) shall be held on a suitable date in February or March to celebrate and review the previous year's ministry.

**C10.02.** A special Congregation Meeting may be called by the pastor, Congregation Council, or the president of this congregation, and shall be called by the president of this congregation upon the written request of 40 of the voting members. The president of Congregation Council shall call a special meeting upon request of the synodical bishop. The call for each special meeting shall specify the purpose for which it is to be held, and no other business shall be transacted.

**C10.03.** Notice of all meetings of this congregation shall be given at the services of worship on the preceding two consecutive Sundays and by mail and electronic means, as permitted by state law, to all voting members at least 10 days in advance of the date of the meeting. The posting of such notice in the regular mail, with the regular postage affixed or paid, sent to the last known address of such members shall constitute notice.

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

**C10.07.** *Robert's Rules of Order*, latest edition, shall govern parliamentary procedure of all meetings of this congregation.

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

## **Chapter 11.**

### **OFFICERS**

**C11.01.** The officers of this congregation shall be a president, vice president and secretary.

- a. The duties and election of the officers shall be specified in the bylaws.
- b. The officers shall be voting members of ~~the~~ this congregation.
- c. Officers of this congregation shall serve similar offices of Congregation Council and shall be voting members of Congregation Council.
- d. The president, vice president, and secretary shall be voting members of Congregation Council.

**C11.01.01** The duties of the officers shall be as follows:

The President, Vice President, and Secretary shall have authority to execute all instruments for and on behalf of this congregation pursuant to the appropriate resolutions and votes of this congregation. This includes, but is not limited to, executing notes, mortgages, conveyances, contracts and documents; appearing before courts; and performing all duties required by this congregation.

- a. The president shall preside at meetings of this congregation, Congregation Council and Executive Committee.
- b. The vice-president shall preside, in the event of the president's inability to serve, at meetings of this congregation, Congregation Council and Executive Committee.
- c. The secretary shall keep accurate minutes of all meetings of this congregation and of the council, which shall be preserved permanently in its archives. A duplicate volume is to be currently maintained in the church office and be accessible to all members of this congregation. The secretary shall also maintain a file containing the constitution and the appendix of the constitution. Constitutional amendments, bylaw and continuing resolution additions and changes, shall be noted in a log according to their date of passage or effective date and with their codification number.

**C11.02.** The election of officers shall take place at ~~the~~ this Congregation Meeting in November or December. The current officers shall continue to perform their duties on the council until their successors are installed.

**C11.03.** The president, vice-president and secretary shall not hold more than one of these offices at a time.

## **Chapter 12.**

### **CONGREGATION COUNCIL**

**C12.01.** Congregation Council shall be composed of 9 members, including officers, together with Pastor(s) and deacon(s) who shall serve as non-voting advisory member(s) authorized by virtue of their office.

**C12.02.** The voting membership of Congregation Council shall consist of the elected officers and Council members. Any voting member of this congregation may be elected. Newly elected members shall be non-voting observers at all council meetings until their installation.

**C12.03.** Members including treasurer, shall serve a term of two years, unless they are elected to fill a vacancy, in which case they shall serve out the remainder of the term that they are completing. Members shall serve no more than three full terms consecutively. For this purpose, service of more than one year shall be considered a full term. Service of one year or less is not a full term. The treasurer will serve a 1-year term as past treasurer to ensure a smooth transition.  
A member's place on Congregation Council shall be declared vacant by Executive Committee if the member; (a) ceases to be a voting member of the congregation; or (b) is absent from three successive regular meetings of the Congregation Council without cause. Consistent with the laws of the state in which this congregation is incorporated, ~~the~~ this congregation may adopt procedures for the removal of a member of Congregation Council in other circumstances. A member's place on Congregation Council shall be declared vacant by the Executive Committee if the member is absent without cause from three successive ministry meetings for which they are the ministry chairperson. Members of Congregation Council shall be installed after the November or December Congregation Meeting. Should a member's place on the Congregation Council be declared vacant, Congregation Council shall elect, by majority vote, a successor until the next annual meeting.

**C12.04.** Congregation Council shall have general oversight of the life and activities of this congregation, and 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 Congregation Council 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 considering its mission and goals.
- b. To seek involvement of all members of this congregation in worship, learning, witness, service, support and outreach.
- c. To oversee and provide for the administration of this congregation and enable it to fulfill its functions and perform its mission.
- d. To maintain supportive relationships with the pastors and staff and help them annually evaluate the fulfillment of their calling, appointment or employment.
- e. To be examples individually and corporately, of the style of life and ministry expected of all baptized persons.
- f. To promote a congregational climate of peace and goodwill; and, as differences and conflicts arise, endeavor to foster mutual understanding.
- g. To arrange for pastoral service during the sickness or absence of the pastor.
- h. To emphasize partnership with support of the synod and churchwide organization, and the mission of the Evangelical Lutheran Church in America as well as cooperation with other congregations, both Lutheran and non-Lutheran, subject to established policies of the synod and the Evangelical Lutheran Church in America.
- i. To recommend and encourage the use of program resources produced or approved by the Evangelical Lutheran Church in America
- j. To seek and encourage qualified persons to prepare for the ministry of the Gospel.

**C12.04.01** The chair of each of the various ministries shall be elected by this congregation by written ballot at the November or December Congregation Meeting. If any position is unopposed the election may be by unanimous consent. The two-year terms shall be staggered with 50% of council members elected each year. Their terms shall begin upon installation. Congregation Council will determine the initial terms of each council member to establish this procedure.

**C12.04.02** The election of ministry chairs shall take place at the Congregation Meeting. The current chairpersons shall continue to perform their duties on the council until their successors are installed.

**C12.05.** Congregation Council shall be responsible for the financial and property matters of this congregation.

- a. Congregation Council shall be the board of directors of this congregation and, as such, shall be responsible for maintaining and protecting its property and the management of its business and fiscal affairs. It shall have the powers and be subject to the obligations that pertain to such boards under the laws of the State of Colorado, except as otherwise provided herein.
- b. Congregation Council shall not have the authority to buy, sell, or encumber real property unless specifically authorized to do so by a meeting of ~~the~~ this congregation.
- c. Congregation Council may only enter into non-budgeted contracts when the total expenditures for all those contracts are less than 5% of the total budget.
- d. Congregation Council shall review the budget(s) prepared by the Finance Ministry and the Treasurer and submit it, along with its own recommendations, to ~~the~~ this congregation for adoption at the Congregation's November or December meeting.
- e. Congregation Council shall monitor the expenditure of funds and ascertain that such expenditures are in accordance with the budget approved by this congregation, giving particular attention to the prompt payment of all obligations and to the regular forwarding of benevolence monies to the ~~real~~ synod treasurer.
- f. Congregation Council shall be responsible for this congregation's investments and its total insurance program.

**C12.06.** Congregation Council shall see that the provisions of this constitution, its bylaws and the continuing resolutions are carried out.

**C12.07.** Congregation Council shall provide for an annual review of the membership rosters of the Baptized, the Confirmed and voting members of this congregation.

**C12.08.** Congregation Council shall be responsible for the employment and supervision of the salaried lay workers of this congregation.

**C12.09.** Congregation Council shall submit a comprehensive Annual Report to this congregation at a time specified in the bylaws.

**C12.09.01** The Annual Report will be prepared as soon after the end of the calendar year as possible. It will be made available to this congregation prior to a Congregation Meeting held in February or March at which time this congregation will receive, modify and accept the report.

**C12.11.** Congregation Council shall normally meet once a month. Special meetings may be called by the pastor or the president and shall be called by the president at the request of at least three of its members. Notice of each special meeting shall be given to all who are entitled to be present.

**C12.12.** A quorum for the transaction of business shall consist of a majority of the members of the Congregation Council.

**C12.13.** The Congregational Council and its committees may hold meetings by remote communication, including electronically and by telephone conference, as long as there is an opportunity for simultaneous aural communication. To the extent permitted by state law, notice of all meetings may be provided electronically.

## Chapter 13.

### CONGREGATION MINISTRIES AND COMMITTEES

**C13.01.** The officers of this congregation, the ~~Finance Ministry chair~~ ~~Treasurer~~ as ~~Finance Ministry Chair~~, and the senior pastor, who shall serve as non-voting, advisory members authorized by virtue of their offices, shall constitute the *Executive Committee*. The duties of this committee shall be specified in the bylaws.

**C13.01.01.** The duties of the Executive Committee shall be:

- a. To plan the meetings of the congregation and Congregation Council as to format, purpose and place.
- b. To gather items to be included on the agenda.
- c. To plan the annual council retreat,
- d. To approve job descriptions for each staff position and review annually.
- e. To perform annual staff evaluations and oversight of personnel decisions.
- f. To provide oversight of the Preschool Board and Boy Scout Troop.

**C13.02.** A *Nominating Committee* of four to six voting members of this congregation, two of whom, if possible, shall be outgoing members of Congregation Council, shall be elected at the November or December meeting for a term of one year. Members of the Nominating Committee are eligible for one consecutive re-election.

**C13.02.01** For congregational elections, the Nominating Committee shall nominate candidates for the following positions:

- a. Congregation Council members;
- b. Nominating Committee members;
- c. Trust Fund Board;
- d. Synod Assembly voting members, and
- e. Trinity Preschool Board members.

**C13.02.02** Nominating Committee shall first consider leaders from each Ministry for positions on the council, taking into account vacancies which will be created by outgoing council members. Potential nominees for an

office shall be informed of the time requirements and responsibilities of the office and their consent to faithfully serve if elected will be secured before being nominated. In addition to the candidates submitted by the nominating committee, nominations may be made from the floor.

**C13.03.** A *Financial Review Committee* of three voting members shall be nominated by the Finance Ministry and elected by Congregation Council following the submission of the previous year's report to the Congregation Council. Financial Review Committee members shall not be members of Congregation Council. Term of office shall be three years, with one member elected each year. Members shall be eligible for re-election to one additional term.

**C13.03.01.** Financial Review Committee shall submit its written report, for the previous year, to the Congregation Council by July 1. The Council will review the report and make it available to this congregation by including it in the next Annual Report.

**C13.04.** A *Mutual Ministry Committee* (in the absence of a mutual ministry, the duties shall be fulfilled by the executive committee) shall be appointed jointly by the president and the pastor. Term of office and number of members shall be determined by the president and pastor.

**C13.05.** When a pastoral vacancy occurs in a position for which this congregation calls a rostered minister, a *Call Committee* of six voting members and one alternate shall be elected by this congregation. Term of office will terminate upon installation of the newly called pastor rostered minister.

**C13.05.01.** Nominations for the call committee shall come from the congregation. Potential nominees shall be informed of the time requirements, and their consent to serve if elected, will be secured before being nominated. In case of an additional vacancy on the call committee, the council shall appoint a replacement member.

**C13.06.** Other committees of this congregation may be formed, as the need arises, by decision of Congregation Council.

**C13.07.** Duties of committees of this congregation shall be specified in the bylaws or continuing resolutions.

**C13.08.** The organizational structure of this congregation is based on groups of members who are organized into Ministries. The Ministries serve as decision-making bodies to implement the mission of this congregation, who work in cooperation with Congregation Council, congregation members, pastor, deacon, staff and volunteers. The area of concern for

each Ministry will be given in a bylaw or Continuing Resolution with its individual mission statement. The membership specifications and the responsibility guidelines for each ministry shall be detailed in the bylaws or Continuing Resolutions and shall be reviewed by Congregation Council. The (Senior)Pastor of this congregation shall be *ex officio* member of all committees and boards of this congregation. The president of this congregation shall be *ex officio* member of all committees and boards of this congregation, except the nominating committee.

#### **C13.08.01. Finance Ministry**

~~Mission: To ensure the proper management of the church's financial resources as supported by a stewardship program where members are encouraged to fully participate according to their abilities. Ensure good financial management with respect to receiving deposits of financial gifts, accounting and reporting to givers, financial aspects of stewardship, creating the annual budget, paying and monitoring expenditures, investing surplus budget and capital funds and borrowing when necessary.~~

~~Finance Ministry Chair is the elected Congregation Council member and serves on the Executive Committee. The Treasurer and Financial Manager shall provide monthly and year to date financial reports to Finance Ministry which the Chair will bring before the Congregation Council. The Chair, in conjunction with Finance Ministry, shall monitor expenditures to see that they are in compliance with the budget as approved by the congregation and that there is overall financial stability in terms of current contributions versus current expenditures. Finance Ministry shall establish a proper system of counting, depositing and reporting to this congregation by all personnel who handle church finances.~~

~~Finance Ministry will be aided in its mission by:~~

- ~~a. The Financial Manager is a non voting member of the Finance Ministry and will perform the ongoing financial matters of the Congregation including bookkeeping, monitoring of counting, making deposits, quarterly reports to givers and preparing payment of expenditures for the Treasurer's execution as well as assisting in the preparation of the annual budget. The Financial Manager in conjunction with the Treasurer will prepare monthly and annual financial reports for the Finance Ministry and Congregation Council.~~
- ~~b. The Treasurer is a voting member of the Finance Ministry and will be appointed annually. The Finance Ministry will nominate a member of the congregation as the Treasurer and submit the nomination to Congregation Council following the submission of~~

the previous year's Annual Financial Review report to Congregation Council. The council will then appoint the Treasurer for a term of one year by majority vote. The Treasurer shall have custody of all funds belonging to this congregation, except those funds which are entrusted to the Trust Fund and Trinity Lutheran Preschool. The Treasurer shall receive and disburse such funds in accordance with the decisions of this congregation or Congregation Council. The Treasurer will serve as a signatory on all of the administrative congregational bank accounts. The Treasurer, in conjunction with Finance Ministry, shall examine all supporting documents prepared by the Financial Manager and ensure that all entries are correctly entered and are properly supported. The Treasurer will assist the Financial Manager, as needed, to coordinate preparation of monthly and annual financial reports, as well as the annual budget. The Treasurer shall be responsible for immediately bringing any financial concerns to the Executive Committee.

#### Finance Ministry

Mission: To ensure the proper management of the church's financial resources as supported by a stewardship program where congregation members are encouraged to fully participate according to their abilities. To advise Council regarding the financial status. To ensure sound financial management with respect to receiving deposits of financial gifts, accounting and reporting to givers, financial aspects of stewardship, creating the annual budget, paying, and monitoring expenditures, investing surplus budget, capital funds, and borrowing when necessary.

The Treasurer is the elected Congregation Council member, chairs the finance ministry, and serves on the Executive Council. The Treasurer will follow their term as treasurer with a 1-year term as past treasurer to ensure a smooth transition. The Treasurer shall have oversight of all funds belonging to this congregation, except those funds which are entrusted to the Trust Fund and Trinity Lutheran Preschool. The Treasurer shall receive and disburse such funds in accordance with the decisions of this congregation or Congregation Council. The Treasurer will serve as a signatory on all of the administrative congregational bank accounts. The Treasurer will assist the Financial Manager, as needed, to coordinate preparation of monthly and annual financial reports, as well as the annual budget. The Treasurer and Financial Manager shall provide monthly and year-to-date financial reports to Finance Ministry which the Treasurer will bring before the Congregation Council. The Treasurer, in conjunction with Finance Ministry, shall monitor expenditures to see that they are in compliance

with the budget as approved by the congregation and that there is overall financial stability in terms of current contributions versus current expenditures. Finance Ministry shall establish a proper system of counting, depositing, and reporting to this congregation by all personnel who handle church finances. The Treasurer, in conjunction with Finance Ministry, shall examine all supporting documents prepared by the Financial Manager and ensure that all entries are correctly entered and are properly supported. The Treasurer shall be responsible for immediately bringing any financial concerns to the Executive Committee.

Finance Ministry will be aided in its mission by:

- a. The Financial Manager is a non-voting member of the Finance Ministry and will perform the ongoing financial matters of the Congregation including bookkeeping, monitoring of counting, making deposits, quarterly reports to givers and preparing payment of expenditures for the Treasurer's execution as well as assisting in the preparation of the annual budget. The Financial Manager in conjunction with the Treasurer will prepare monthly and annual financial reports for the Finance Ministry and Congregation Council.
- b. The past treasurer is in an advisory position, will serve on Finance Ministry as a voting member, will not serve on council as a regular member. The Past Treasurer or other designated member of Finance ministry will give the financial report to Council in the event the Treasurer is unable to attend the council meeting.
- c. The Stewardship Team Chair is a voting member of Finance Ministry and will be appointed annually. Finance Ministry will nominate a member of the congregation as the Stewardship Team Chair and submit the nomination to the Congregation Council following the submission of the previous year Annual Financial Review report to the Congregation Council. Council will then appoint the chair for a term of one year by majority vote. The chair will then be responsible for forming a team to address the needs of financial stewardship including the annual stewardship effort.

#### **C13.08A18. Faith Formation Ministry**

Mission: To develop and initiate intergenerational opportunities which nurture the Christian faith throughout all aspects of congregational and daily life (church, home, family, world).

#### **C13.08B20. Faith, Study, Service Ministry**

Mission: To invite all into a deeper faith walk through small group ministries and service opportunities. Specific efforts include ongoing churchwide Bible studies, adult education opportunities and volunteer service outreach in the community.

Hospitality and Evangelism Ministry

Mission: To support and enhance Hospitality and Evangelism as this church actively strives to welcome all visitors and members as Christ has welcomed us. These efforts span all ministries, from our building's presence to our sharing of food, drink and our evangelical story. In all aspects, we encourage nourishment for body, mind and soul as we break bread together.

**C13.08C18. Social and Ecological Justice Ministry**

Mission: In the name of Christ, to lead this congregation's ministry in providing opportunities to work together in serving the social, economic, spiritual, environmental and advocacy needs of the people within our congregation, the community and world.

**C13.08D18. Property Ministry**

Mission: To provide for good stewardship of the property and physical plant of the congregation as tools for ministry and to monitor all additions and changes to the church facilities. To be fully vested in bringing the church complex to its full potential in carrying out the Omission of Trinity Lutheran Church.

**C13.08E18. Worship and Music Ministry**

Mission: To assist the pastor(s) and Congregation Council in providing for the highest quality in this congregation's worship and music, and to involve as many members as possible as participants and leaders, according to their gifts.

## **Chapter 14.**

### **ORGANIZATIONS WITHIN ~~THE~~ THIS CONGREGATION**

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

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

**C14.02.01.** This congregation established a Trust Fund to provide additional opportunities for stewardship to enhance congregational charitable purposes. Its finances will be segregated from other congregation finances and it will be administered by its own Board who shall be elected by this congregation.

**C14.02.02.** The Trust Fund Board shall consist of six members. They shall be voting members of this congregation. This congregation shall elect two members at each annual meeting and they shall serve a term of two years. Members shall serve no more than three full terms consecutively.

**C14.02.03.** The Trust Fund receives all memorials, undesignated gifts, stocks, bonds, etc. unless otherwise directed by the donor. The assets held in the Trust Fund shall be maintained and distributed according to established guidelines, taking into account the wishes of the donor.

**C14.02.04.** The Trust Fund Board shall render semi-annual accountings to the Congregational Council.

**C14.02.05.** This congregation established Trinity Lutheran Preschool to serve our community. Its finances will be segregated from other congregation finances and it will be administered by its own board who shall be elected by this congregation.

**C14.02.06.** The Preschool Board shall consist of five members. They shall be voting members of this congregation. This congregation shall elect three members on odd years and two members on even years at the November or December Congregation Meeting and they shall serve a term of two years. Members shall serve no more than three full terms consecutively.

**C14.02.A18** This Congregation may from time to time sponsor/hold the charter of a troop of the Boy Scouts of America.

## **Chapter 15.**

### **DISCIPLINE OF MEMBERS AND ADJUDICATION**

**\*C15.01.** Persistent and public denial of the Christian faith, willful or criminal conduct grossly unbecoming a member of the Church of Christ, continual and intentional interference with the ministry of **the this** congregation, or willful and repeated harassment or defamation of member(s) of **the this** congregation is sufficient cause for discipline of a member. Prior to disciplinary action, reconciliation and repentance will be attempted following Matthew 18:15–17, proceeding through these successive steps, as necessary: a) private counsel and admonition by the pastor, b) censure and admonition by the pastor in the presence of two or three witnesses, c) written referral of the matter by the Congregation Council to the vice president of the synod, who will refer it to a consultation panel drawn from the Consultation Committee of the synod, and d) written referral of the matter by the consultation panel to the Committee on Discipline of the synod. If, for any reason,

the pastor is unable to administer the admonitions required by paragraphs a. and b. hereof, those steps may be performed by another pastor chosen by the Executive Committee of the Congregation Council.

**\*C15.02.** The process for discipline of a member of ~~the~~ this congregation shall be governed as prescribed by the chapter on discipline in the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*. If the counseling, censure, and admonitions pursuant to \*C15.01. do not result in repentance and amendment of life, charges against the accused member(s) that are specific and in writing may be prepared by the Congregation Council, signed, and submitted to the vice president of the synod. The vice president shall select from the synod's Consultation Committee a panel of five members (three laypersons and two ministers of Word and Sacrament). A copy of the written charges shall be provided to the consultation panel and the accused member(s). The consultation panel, after requesting a written reply to the charges from the accused member(s), shall consider the matter and seek a resolution by means of investigation, consultation, mediation, or whatever other means may seem appropriate. The panel's efforts to reach a mutually agreeable resolution shall continue for no more than 45 days after the matter is submitted to it.

**\*C15.03.** If the consultation panel fails to resolve the matter, that panel shall refer the case in writing, including the written charges and the accused member's reply, to the Committee on Discipline of the synod for a hearing. A copy of the panel's written referral shall be delivered to the vice president of the synod, Congregation Council, and the accused member(s) at the same time it is sent to the Committee on Discipline of the synod. The Executive Committee of the Synod Council shall then select six members from the Committee on Discipline to decide the case and shall appoint a member of the Synod Council to preside as nonvoting chair. Those six members, plus the nonvoting chair, comprise the discipline hearing panel for deciding the case. Congregation Council and the accused member(s) are the parties to the case.

**\*C15.04.** The discipline hearing panel shall commence and conduct the disciplinary hearing in accordance with the provisions governing discipline of congregation members prescribed in the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*.

**\*C15.05.** By the vote of at least two-thirds of the members of the discipline hearing panel who are present and voting, one of the following disciplinary sanctions can be imposed:

- a. suspension from the privileges of congregation membership for a designated period of time;
- b. suspension from the privileges of congregation membership until the pastor and Congregation Council receive evidence, satisfactory to them, of repentance and amendment of life;
- c. termination of membership in ~~the this~~ congregation; or
- d. termination of membership in ~~the this~~ congregation and exclusion from the church property and from all congregation activities.

\*C15.06. The written decision of the discipline hearing panel shall be sent to the vice president of the synod, the accused member(s), and the Congregation Council as required by the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*. The decision of the discipline hearing panel shall be implemented by the Congregation Council and recorded in the minutes of the next council meeting.

\*C15.07. No member of ~~the this~~ congregation shall be subject to discipline a second time for offenses that a discipline hearing panel has heard previously and decided pursuant to this chapter.

\*C15.10. **Adjudication**

\*C15.11. ~~When there is disagreement among factions within this congregation on a substantive issue that cannot be resolved by the parties, members of this congregation shall have access to the synodical bishop for consultation after informing the chair of the Congregation Council 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.~~

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

## **Chapter 16.** **AMENDMENTS**

**\*C16.01.** Unless provision \*C16.04. 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 40 of the voting members or by the Congregation Council. Proposals must be filed in writing with the Congregation Council 60 days before formal consideration by this congregation at a regular or special Congregation Meeting called for that purpose. Congregation Council shall notify ~~the this~~ congregation's members of the proposal together with the council's recommendations at least 30 days in advance of the meeting. Notification may take place by mail or electronic means, as permitted by state law.

**\*C16.02.** An amendment to this constitution, proposed under \*C16.01., shall:

- be approved at ~~any~~ legally called ~~Congregation Meeting according to this constitution~~ ~~meeting of this congregation~~ by a majority vote of those voting members present and voting;
- be ratified without change at the next ~~annual meeting~~ ~~regular meeting of this congregation held pursuant to C10.01~~ by a two-thirds vote of those voting members present and voting; and
- has the effective date included in the resolution<sup>2</sup> and noted in the constitution.

**\*C16.03.** Any amendments to this constitution that result from the processes provided in \*C16.01. and \*C16.02. shall be sent by the secretary of this congregation to the synod. The synod shall notify the congregation of its decision to approve or disapprove the proposed changes; ~~the these changes~~ shall go into effect upon notification that the synod has approved them.

**\*C16.04.** 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 majority vote of those voting members present and voting at any legally called meeting of ~~the this~~ congregation without presentation at a prior meeting of ~~the this~~ congregation, provided that the Congregation Council has submitted by mail or electronic means, as permitted by state law, notice to ~~the this~~ congregation of such an amendment or amendments, together with the **council's recommendations, at least 30 days prior to the meeting**. Upon the request of at least two (2) voting members of the congregation, ~~the this~~ Congregation Council shall submit such notice. Following the adoption of an amendment, the secretary of ~~the this~~

---

<sup>2</sup> Such an effective date must be stated in relation to the requirements of \*C16.03. to allow time for synodical review of the amendment.

congregation shall submit a copy thereof to the synod. Such provisions shall become effective immediately following a vote of approval.

## **Chapter 17.**

### **BYLAWS**

- \***C17.01.** This congregation may adopt bylaws. No bylaw may conflict with this constitution.
- \***C17.02.** Bylaws may be adopted or amended at any legally called meeting of this congregation with a quorum present by a two-thirds vote of those voting members present and voting.
- \***C17.03.** Changes to the bylaws may be proposed by any voting member, provided 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 Congregation Council shall notify **the this** congregation's members of the proposal with the council's recommendations at least 30 days in advance of the Congregation Meeting. Notification may take place by mail or electronic means, as permitted by state law.
- \***C17.04.** **Approved changes to the** Adopted **or amended** bylaws shall be sent by the secretary of this congregation to the synod.

## **Chapter 18.**

### **CONTINUING RESOLUTIONS**

- \***C18.01.** **The this** congregation in a legally called meeting or the Congregation Council may enact continuing resolutions. Such continuing resolutions may not conflict with the constitution or bylaws of this congregation.
- C18.01.01** The continuing resolutions shall be noted in the minutes of the Congregation Council and shall be printed and maintained in an appendix to the constitution, a copy of which shall be kept in the church library.
- \***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 Congregation Council.
- \***C18.03.** **Adopted or amended continuing resolutions shall be sent by the** secretary of this congregation to the synod

## **Chapter 19.**

### **INDEMNIFICATION**

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