



**Proposed Amendments
to the
St. Peter's Lutheran Church Constitution & Bylaws
Recommended for adoption by the Church Council on 11 Jan 2020**

After careful review, the following changes to the *St. Peter's Lutheran Church, Stafford, Virginia Constitution & Bylaws* are recommended for adoption by this congregation. The changes fall into two categories: (1) changes required by the Model Constitution for Congregations (as approved by the 2019 ELCA Churchwide Assembly) and (2) changes recommended by the St. Peter's Church Council.

The changes are notated as follows:

Model Constitution changes are in **red**. Additions are underlined. Deletions are ~~struck through~~ in the text.

Church Council recommendations are in **blue**. Additions are underlined. Deletions are ~~struck through~~ in the text.

Comments/Justifications for the Church Council recommended changes are as follows:

- C1.02.** Updated language to reflect naming convention established in C.1.01.
- *C4.03.g.** Changed to acronym established in *C3.05.
- *C4.03.h.** Changed to acronym established in *C3.05.
- *C5.03.d.** Changed to acronym established in *C3.05.
- *C5.03.k.** Changed to acronym established in *C3.05.
- *C5.04.** Changed to acronym established in *C3.05.
- *C6.01.** Changed to acronym established in *C3.05.
- *C6.02.** Changed to acronym established in *C3.05.
- *C6.03.** Changed to acronym established in *C3.05.
- *C6.03.c.** Changed to acronym established in *C3.05.
- *C6.03.d.** Changed to acronym established in *C3.05.
- *C6.03.e.** Changed to acronym established in *C3.05.
- *C6.04.** Changed to acronym established in *C3.05.
- *C6.04.c.** Changed to acronym established in *C3.05.
- *C6.05.** Changed to acronym established in *C3.05.
- *C6.05.g.3)** Changed to acronym established in *C3.05.

- *C7.01.** Changed to acronym established in *C3.05.
- *C7.02.** Changed to acronym established in *C3.05.
- *C7.04.** Changed to acronym established in *C3.05.
- *C8.04.c.** Changed to acronym established in *C3.05.
- *C9.02.** Changed to acronym established in *C3.05.
- *C9.03.** Changed to acronym established in *C3.05.
- *C9.15.** Changed to acronym established in *C3.05.
- *C9.22.** Changed to acronym established in *C3.05.
- *C9.23.** Changed to acronym established in *C3.05.
- *C10.01.** The bylaws of this congregation define business that must take place at two meetings per year; this codifies the requirements of the bylaws into the constitution.
- *C10.03.** Formally accommodates this congregation's Saturday evening worship into the announcement requirements.
- C12.04.** Changed to acronym established in *C3.05.
- C12.04.h.** Changed to acronym established in *C3.05.
- C12.04.i.** Changed to acronym established in *C3.05.
- C12.04.k.** Removed specific reference to a policy document; all policies and procedures of this church are covered in this sub-paragraph.
- C12.05.d.** Removed explanatory sentence; resulting paragraph details responsibilities of Church Council, not the reasons for the responsibilities.
 Added language to clarify the intent of the paragraph following the removal of the first sentence.
 Simplified grammar.
- C12.05.d.** Revised numbering to ensure consistency
 Removed explanatory sentence; resulting paragraph details responsibilities of Church Council, not the reasons for the responsibilities.
 Added language to clarify the intent of the paragraph following the removal of the first sentence.
 Updated the dollar threshold to an amount agreed upon by Council as reasonable. The amount is based on current real dollar amounts.
 Inserted language restricting the use of this paragraph while still keeping this provision available in an emergency situation. The resulting paragraph will force this congregation to plan ahead for emergencies.

- C12.06.** Simplified grammar.
- C12.08.** Updated the language to clarify the supervisory structure/relationship between the congregation, the Council, and the staff. With this change, the congregation grants supervisory responsibilities to a pastor.
- C12.11.** Clarified roles in the event that this congregation calls more than one pastor.
Simplified grammar.
- C12.16.** Clarifies the role of Representatives to Council
- C13.00.** Removed; content is covered by C.13.10.
- C13.02.** This congregation has had a hard time maintaining the Nominating Committee in recent years. With this change, the responsibility falls to Council.
- C13.03.** Clause added to ensure consistency with the roles and responsibilities of the President.
- C13.10.** Simplified the language concerning the congregational entities responsible for carrying out the mission of this congregation.
- C13.12.** Combined these two sentences to simplify the roles of the pastor and the president on congregational committees.
- C14.02.** Changed to acronym established in *C3.05.
- C19.** Removed a repetition of C19.01. The removed portion is a generic wording of C19.01. and is redundant.

Changes to Bylaws

Recommend updating the bylaws numbering system to clearly identify the bylaws as such. This change would be made throughout the bylaws and includes the establishment of sections within the bylaws. The resulting numbering system is BL.XX.YY. (BL = Bylaw, XX = Section number, YY = Paragraph number)

- C4.04.01.** Recommend removal; the organizational chart is no longer accurate and can be established as an external document that can be updated more quickly and efficiently.
- BL.01.01.** Recommend updating the language of the Mission Statement to reflect the mission statement adopted as a result of the SPARK/Strategic Plan efforts.
- BL.01.02.** Recommend removal of the explanatory sentence.
Recommend updating the language to reflect naming convention established in C.01.01.
- Section 3** Recommend updating the language to reflect change in the Constitution (C9.02).
- C9.03.b.02.** Recommend removal; content is covered in the Constitution (C13.12.)

C9.03.b.07. Recommend moving this paragraph to BL.05.02.; the paragraph describes a responsibility of the President, not a pastor.

BL.04.01. Recommend changing the language to reflect the requirements established in BL.04.02. and BL.04.03. BL.04.02. and BL.04.03. of the bylaws clearly define business that must take place at meetings during these timeframes; this change codifies the calendar.

BL.04.02. Recommend revising language used to describe the dates to align with the calendar language established in the revision of BL.04.01.

Recommend cleaning the language to remove redundancies.

BL.04.03. Recommend revising language used to describe the dates to align with the calendar language established in the revision of BL.04.01.

Recommend clarifying the required agenda items in a list format.

BL.04.04. Recommend revising language used to describe the dates to align with the calendar language established in the revision of BL.04.01.

BL.04.05. Recommended changes allows the congregation to determine the voting method to be used for each agenda item at a congregation meeting. Intent is for Council to put forth a voting method recommendation, but the final say will belong to the voting members of the congregation present at the meeting.

BL.05.02. Recommend adding the responsibility (originally found in C9.03.b.07.) as it is a responsibility of the President, not a pastor.

BL.06.01. Recommend updating the titles and selection method of the youth representative to the Church Council.

BL.06.03. Recommend change to codify and clarify established practice.

BL.06.08. Recommend removing the required format language; Council can determine formats for reports and the introduction of new business.

BL.07.01. Recommended change puts the selection of the chairperson in the hands of the committee.

C13.00.02. Recommend removal; removal allows the congregation greater flexibility in determining relevant methods for recruiting ministry and committee participants/members.

BL.07.04. Recommend removing the required format language; Council can determine formats for reports.

BL.07.05. Recommended change clarifies and codifies established practice; Council members are assigned as Ministry liaisons only.

C13.09.01. Recommend removal; responsibility is established as belonging to the pastor in the Constitution (C9.03.a.6)).

BL.07.08. Recommend moving the Bylaw to match the order found in the Continuing Resolutions. Recommend reordering the list of Committees to match the order in which they appear in the Continuing Resolutions.

BL.07.09. Recommend updating the language to reflect naming convention established in C.01.02. ("This congregation" vice "St. Peter's").

Recommend moving the Bylaw to match the order found in the Continuing Resolutions.

Recommend reordering the list of Ministries to match the order in which they appear in the Continuing Resolutions.

Recommend removing extraneous items that are not established in the Constitution, bylaws, or continuing resolutions.

Changes to the Continuing Resolutions

Recommend updating the Continuing Resolutions (CR) numbering system to clearly identify the CRs as such. This change would be made throughout the CRs and includes the establishment of sections within the CRs. The resulting numbering system is CR.XX.YY. (CR = Continuing Resolution, XX = Section number, YY = Paragraph number).

Recommend updating the language of all the CRs to active voice in order to emphasize the active implementation of these ministries.

CR.01.01. Recommend change to clarify the duties and meeting requirements of the Executive Committee (EC). The EC does not currently meet monthly; we meet on an ad hoc basis.

CR.01.03. Recommend removal of the pre-school treasurer reference as there is no longer a pre-school associated with this congregation.

CR.01.05. Recommend updating the language to reflect naming convention established in C.01.02. ("This congregation" vice "St. Peter's").

CR.01.06. Recommend removal of the reference to the Personnel Manual as it is not the governing policy document; it is a clarifying document that is subservient to the Constitution, Bylaws, and Continuing Resolutions.

CR.01.07. Recommend the use of the proper acronym ("ELCA").

CR.01.08. Recommend the use of the proper acronym ("ELCA").

CR.01.09. Recommend removal of the reference to religious school as there is no longer a pre-school associated with this congregation.

Recommend the use of the proper acronym ("ELCA").

CR.01.10. Recommend updating the language to reflect naming convention established in C.01.02. ("This congregation" vice "St. Peter's").

CR.01.12. Recommend updating the language to reflect naming convention established in C.01.02. (“This congregation” vice “St. Peter’s”).

Recommend change to clarify duties with regard to Christian Education and removes Confirmation instruction; Confirmation is a part of Christian Education Ministry.

CR.01.13. Recommend correcting a spelling error.

CR.01.15. Recommend updating the duties to align with current practice.

CR.01.16. Recommend updating the language to include the this congregation’s equipment.

CR.01.18. Recommend adapting the current Mission Statement for the Food Pantry to highlight the overall nature of the ministry.

C13.11E05. Recommend removal; the work described here has been incorporated into the Property Ministry (CR.01.16.).