



**Title: Election & Appointment of Church Council**

**Policy #: 47**

**EXPIRES: When Replaced**

**ISSUED BY: Church Council**

**SIGNED:**

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## 1 History

VERSION	DATE APPROVED	UPDATED BY	PURPOSE FOR CREATION/UPDATE
1.0	1/19/21	STEFANIE TRAKEL	SET GUIDELINES FOR THE ELECTION AND APPOINTMENT OF CHURCH COUNCIL

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## 2 Scope

This policy is part of St. Paul Lutheran Church's organizational policies. This policy applies to the congregation.

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## 3 Policy

Church Council members will be elected by the congregation as follows:

- A President, in the odd-numbered years
- A Vice-president, in the even-numbered years
- A Head Elder, in the even-numbered years
- Three Members-at-Large, in the odd-numbered years
- Two Members-at-Large, in the even-numbered years

Election to a different office terminates the current office term. If a vacancy occurs in any elective office, an election shall be held at the next congregation meeting to fill the unexpired term. If necessary, the council may appoint a person to fill the vacancy during the interim.

The Secretary/Treasurer shall be appointed.

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## 4 Procedure

### Election of Church Council

1. Normally, the voting members shall, at the meeting, elect by ballot and simple majority.
2. The ballot for the three (3) members-at-large in the odd-numbered years shall have at least five (5) candidates. Voting members shall vote for three (3) of the candidates. The three (3) candidates with the highest number of the votes cast shall be elected.
3. The ballot for the two (2) members-at-large in the even-numbered years shall have at least four (4) candidates. Voting members shall vote for two (2) of the candidates. The two (2) candidates with the highest number of the votes cast shall be elected
4. Voting for council members shall be by secret ballot.
5. Write in candidates are not permissible.
6. The names of persons elected shall be recorded by the Recording Secretary.
7. Voting members may vote for council members by absentee ballot (Policy #4).

### Appointment of Secretary/Treasurer

1. The Congregation President shall appoint a Search Committee of at least 5 and no more than 9 members.
2. The Search Committee shall prepare a list of candidates from the congregation for the Secretary/Treasurer by advertising the position through the appropriate channels and soliciting names of candidates from the congregation.
3. After due consideration of all the candidates, the Search Committee shall present its recommendation to the Church Council.
4. The Church Council shall make the final decision on which candidate to appoint.

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## 5 Forms

None

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