

**BYLAWS OF
ZION EVANGELICAL LUTHERAN CHURCH**

**ARTICLE I
CORPORATION**

Section 1 - The name of this congregation shall be Zion Evangelical Lutheran Church, Inc. This congregation shall be incorporated under the laws of the State of Minnesota.

Section 2 - *Purpose:* Zion Evangelical Lutheran Church is organized exclusively for religious purposes. The purpose of this corporation is to participate in God's mission. 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.

MISSION STATEMENT
Growing in Grace, sharing Christ's Love

PURPOSE STATEMENT
To humbly and boldly commit our hearts and minds to follow the Lord

- GUIDING PRINCIPLES**
1. Jesus is Lord
 2. Be open to the Spirit
 3. Invite and welcome all
 4. Follow Christ through worship, prayer and study
 5. Serve others

**ARTICLE II
ORGANIZATION**

The organizational structure

- I. Congregational Meeting
- II. Church Council
- III. Appointed Committees and Task Forces

**ARTICLE III
MEMBERSHIP**

Members shall be classified as follows: (a) baptized, (b) confirmed, (c) voting, and (d) associate. The qualifications, rights, and duties of members are those which are described by Chapter 8 of the *Constitution of Zion Evangelical Lutheran Church*.

**ARTICLE IV
CONGREGATION MEETING**

The Annual Meeting of the Congregation shall be held on the first Sunday in February. Special Congregational meetings may be called as described in Chapter 10 of the *Constitution of Zion Evangelical Lutheran Church*.

ARTICLE V
MINISTRY COMMITTEES

Section 1 - *Committee formation*: The Council may create Ad Hoc committees or Special Task Forces as needed, and appoint committee chairs, in addition to the General Committees.

Section 2 - General Committees and descriptions

Executive Committee: The Congregation Council shall have an Executive Committee consisting of the Officers and the Pastor(s). The Officers shall be elected annually by the full Council. Except for the power to amend the constitution and bylaws, the Executive Committee shall have all the powers and authority of the Congregation Council in the intervals between meetings of the Council, and is subject to the direction and control of the full Congregation Council. The Executive Committee shall be responsible to act on behalf of the Council between regular meetings of the Council, in a manner, consistent with established policies and procedures, and carry out assignments made by the Council, develop the agenda for meetings of the Council, and receive reports and recommendations from the Council's committees, and other related groups.

Audit Committee: The Audit Committee shall consist of three (3) voting members of the congregation, and be appointed by the Council. Audit Committee members shall not be members of the Council or the Treasurer. At the October Council meeting the Council shall appoint members to this committee. Term of this committee shall be three years, with one member elected each year. Members shall be eligible for re-appointment. The treasurer shall convene the committee in the month of January to audit the church finances of the previous year. The audit shall be completed and presented to the Congregation at the Annual Meeting. If an audit committee is not in place, the executive team of the council bears the responsibility of initiating an audit.

Call Committee: The Call Committee shall consist of a minimum of six (6) voting members of the congregation, and be appointed by the Council. The duties of this committee will be to work with the Synod to call a new pastor(s). The Call Committee shall meet regularly with the newly installed pastor(s) for one year. Term of the committee shall end one year from installation.

Called to Care Ministry Committee: The Called to Care Ministry invites all Zion members to move from doing for someone to being with someone and from helping others to listening to others. We encourage congregation members to think about engaging in doing something for our communities and giving help to meet needs (outreach programs, food shelf, giving help etc.). The primary work is learning to listen and discern the movements of the Spirit in our neighborhoods. We encourage all to leave our “baggage” behind and sit at the table of our neighbor.

Christian Education Ministry Committee: The Christian Education Ministry develops and provides guidance for the faith formation of children, confirmation age youth, young adults, and adults. This includes educational opportunities for children and families including the Milestone Ministry, Sunday/Wednesday Faith Formation classes, Confirmation, Day Camp, and Adult Bible Studies. The goal of this committee is to walk with parents and children as

they grow in faith; to provide resources, discussion opportunities, and instruction in the faith; and to encourage our parents and students to grow as disciples of our Lord Jesus Christ.

Endowment Fund Committee: The Endowment Fund Ministry is responsible for overseeing all activities of the established Endowment Fund. The purpose of the Endowment Fund is to receive gifts, including securities, real estate, life insurance, cash, and bequests. The Endowment Fund will be organized with a congregational approved mission statement and bylaws to ensure long-term consistent oversight.

Finance Ministry Committee: The Finance Ministry is responsible for overseeing the budgeting and expenditure of Zion's financial resources. Membership of the Finance Committee shall include the Church's Treasurer, Bookkeeper, Pastor, and other congregational members willing to help manage the resources of Zion. Duties of the committee include developing and recommending an annual budget to the Church Council, and monitoring the revenue and expenses of the church, and keeping the congregation informed about the finances of the church.

Nominating Ministry Committee: The Nominating Ministry shall consist of three (3) voting members of this congregation, and be elected by the Council. One (1) member of the Nominating Ministry Committee shall be a member of the Council. The duty of this committee shall be to identify and nominate congregation members to serve on the Council. At the September Council meeting the Council shall appoint members to this committee. The term of the committee shall be three years, with one member elected each year.

Personnel Ministry Committee: The Personnel Ministry will meet on an as needed basis. This Committee shall make recommendations to the Council regarding policies, ~~filling~~ filling personnel vacancies, salaries, fair practices, staff position descriptions and vacancies. In the absence of a personnel committee, executive team fulfills these responsibilities.

Property Ministry Committee: The Property Ministry is responsible for the safe keeping, protection, maintenance, and repair of all of the buildings, grounds and operating facilities, and attached equipment including heating, cooling, lighting, and water and sewage. This committee is responsible for seeing that equipment is operating properly. Make recommendations or take actions should an emergency necessitate regarding replacement of worn out items of equipment, landscaping and care of grounds, maintenance of safe conditions and parking facilities. Work with Pastor(s) concerning the needs for maintenance personnel and make appropriate recommendations to the Personnel Ministry Committee. Seek quotes for all major repairs and report quotes to the Treasurer. These areas are important because Zion needs a well-maintained and comfortable facility in order to carry on the work of the Lord.

Stewardship Ministry Committee: As members of the Zion Lutheran Church, we believe that we are freed in Christ to serve and love our neighbor. We respond to God's call to serve and love our neighbors. We faithfully steward the gifts God has so abundantly given to us. The Stewardship Ministry encompasses so much more than church finance. It is about how we use all that God has entrusted to our care — our time, our talents and our treasures — to love God and our neighbors, both inside and outside of the church walls and our homes.

Worship and Music Ministry Committee: Worship and Music Ministry, in conjunction with the Pastors oversees all regular worship service planning and development, including themed Advent and Lenten services, maintenance of musical instruments and organizing special music for services.

Section 3 – Ad Hoc Committees or Special Task Forces

The Church Council may create an Ad Hoc Committee or Special Task Force for specific problems, non-generalizable specific tasks, or as needed, and will appoint committee chairs.

**ARTICLE VI
AMENDMENTS**

No bylaw may conflict with the *Constitution of Zion Evangelical Lutheran Church*. Bylaws may be amended as described in Chapter 16 of the *Constitution of Zion Evangelical Lutheran Church*. Approved changes to the bylaws shall be sent by the secretary of this Congregation to the Northeast Minnesota Synod.

Certification

These bylaws were approved by a majority vote of those present at the Congregational Annual Meeting on February 1, 2015.

Secretary _____ Date _____

Amendments

These bylaws were amended and approved by a majority vote of those present at the Congregational Annual Meeting on February 1, 2026.

Secretary _____ Date _____