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
1.1. The name of this congregation shall be St. Luke’s Lutheran Church.

1.2. For the purpose of this constitution and the accompanying bylaws, the St. Luke’s Lutheran Church Congregation is hereinafter designated as “this congregation.”

1.11. This Congregation shall be incorporated under the laws of the State of Minnesota.

Chapter 2     Confession of Faith

2.01. This congregation confesses the Triune God, Father, Son, and Holy Spirit.

2.02. 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 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.

2.03. 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.

2.04. This congregation accepts the Apostles’, Nicene, and Athanasian Creeds as true declarations of the faith of this congregation.

2.05. The 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.

2.06. This congregation accepts the other confessional writings in the Book of Concord, namely, the Apology of the Augsburg Confession, the Smalcald Articles

2.07. and the Treatise, the Small Catechism, the Large Catechism, and the Formula of Concord, as further valid interpretations of the faith of the Church.

2.08. This congregation confesses the Gospel, recorded in the Holy Scriptures 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

3.01.  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.

3.02.  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. This church, 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.

Chapter 4  Statement of Purpose

4.01.  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.

4.02.  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 Sanctified 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, and standing with the poor and powerless, and committing itself to their needs.

   e.  Nurture the 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 love of Christ and by joining with other Christians in prayer and action to express and preserve the unity which the Spirit gives.

4.03.  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 suffering, and participate responsibly in society.

g. Motivate its members to provide financial support for the congregation’s ministry and the ministry of other parts of the Lutheran Congregations in Mission for Christ.

h. Foster and participate in interdependent relationships with other congregations, and the Lutheran Congregations in Mission for Christ.

i. Foster and participate in ecumenical relationships consistent with church wide policy.

4.04. 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 groups and shall review their actions. (Such description shall be contained in continuing resolutions of the Congregation Council.)

4.05. This congregation shall, from time to time, adopt a mission statement which will provide specific direction for its programs.

Chapter 5        Powers of the Congregation

5.01. The powers of this congregation are those necessary to fulfill its purpose.

5.02 The powers of this congregation are vested in the Congregational Meeting called and conducted as provided in this constitution and bylaws.

5.03. Only such authority as is delegated to the Congregational Council or other organizational units in the congregation’s governing documents is recognized. All remaining authority is retained by the congregation. The 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 or terminate the call of associates in ministry in conformity with the applicable policy of the Lutheran Congregations in Mission for Christ;
d. Approve the annual budget;

e. Acquire real and personal property by gift, devise, purchase, or other lawful means.

f. Hold title to and use its property for any and all activities consistent with its purpose;

g. Sell, mortgage, lease, transfer, or otherwise dispose of its property by any lawful means;

h. Elect its (officers), Congregational Council, boards, and committees, and require them to carry out their duties in accordance with the constitution (and) bylaws, (and continuing resolutions);

and

i. Terminate its relationship with the Lutheran Congregations in Mission for Christ as provided in Chapter 6.

Chapter 6  Church Affiliation

6.01. This congregation shall be an interdependent part of the Lutheran Congregations in Mission for Christ or its successor. This congregation is subject to the discipline of the Lutheran Congregations in Mission for Christ.

6.02. This congregation accepts the Confession of Faith and agrees to the Purposes of the Lutheran Congregations in Mission for Christ in which:

6.03. This congregation agrees to be responsible for its life as a Christian Community.

a. This congregation pledges its financial support and participation in the life and mission of the Lutheran Congregations in Mission for Christ.

b. This congregation agrees to call pastoral leadership from the clergy roster of the Lutheran Congregations in Mission for Christ in accordance with its call procedures except in special circumstances and with the approval of the bishop of the synod.

c. This congregation agrees to consider associates in ministry, deaconesses, and diaconal ministers for call to other staff positions in the congregation according to the procedures of the Lutheran Congregations in Mission for Christ.

d. 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 Lutheran Congregations in Mission for Christ or with the constitution of the synod.

6.04. Affiliation with the Lutheran Congregations in Mission for Christ may be 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 Lutheran Congregations in Mission for Christ according to the procedures for discipline of the Lutheran Congregations in Mission for Christ.
d. This congregation follows the procedure outlined in C6.05.

6.05. This congregation may terminate its relationship with the Lutheran Congregations in Mission for Christ by the following procedure:

a. A resolution indicating the desire of this congregation to terminate its relationship must be adopted at a legally called and conducted special meeting of this congregation by a two-thirds majority of the voting members present.

b. The secretary of this congregation shall submit a copy of the resolution to the Lutheran Congregations in Mission for Christ Executive Board and shall mail a copy of the resolution to voting members of the congregation. This notice shall be submitted within 10 days after the resolution has been adopted.

c. If this congregation, after consultation, still desires to terminate its relationship, such action may be taken at a legally called and conducted special meeting by a two-thirds majority of the voting members present. Notice of the meeting shall be mailed to all voting members at least 10 days in advance of this meeting.

d. A certified copy of the resolution to terminate its relationship shall be sent to LCMC Executive Board at which time the relationship between this congregation and the LCMC shall be terminated.

Chapter 7 Property Ownership

7.01. If this congregation ceases to exist, title to undisposed property shall pass to the Lutheran Congregations in Mission for Christ.

7.02. If this congregation is removed from membership in the Lutheran Congregations in Mission for Christ according to procedure for discipline, title to property shall continue to reside in this congregation.

7.03. If a two-thirds majority 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. Before this congregation takes action to transfer to another Lutheran church body, it shall consult with the representative of the Lutheran Congregations in Mission for Christ.

7.04. If a two-thirds majority 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, title to property of this congregation shall continue to reside in this congregation.
Chapter 8    Membership

8.01. Members of this congregation shall be those baptized persons on the roll of the 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.

8.02. 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, of baptized persons received by affirmation of faith.

   c. VOTING members are confirmed members. Such confirmed members shall have communed and made a contribution of record during the current or preceding year.

   d. ASSOCIATE members are persons holding memberships in other Lutheran (Christian) congregations who wish to retain such membership but desire to participate in the life and mission of this congregation. They have all the privileges and duties of membership except voting rights and eligibility for elected offices or membership on the Congregational Council of this congregation.

   e. SUSPENSION OF MEMBERSHIP (Adopted at February 8, 2015 Annual Meeting) Members of the St. Luke’s Congregation have rights and privileges to make regular use of the means of grace, both Word and Sacraments. It is the privilege and duty of members of this congregation to live a Christian life in accordance with the Word of God and the teachings of the Lutheran church. Confirmed members of this congregation shall show their support through contributions of time, ability and financial support as Biblical stewards. St. Luke’s Lutheran church does not remove any member without just cause. St. Luke’s Lutheran church will have made every effort to contact those placed on the suspended membership role through church newsletter, by telephone and by written notice over a five year period. After the five year inactive period, said members would be suspended by the church council and pastor(s). Said members would not be counted on the membership role nor would they be removed from the church roster unless requested by said individual. The church council would review said members every year to ascertain their membership status.

8.03. All the applications for confirmed membership shall be submitted to and shall require the approval of the Congregational Council.

8.04. 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

8.05. Membership in this congregation shall be terminated by any of the following:

a. Death;
b. Resignation;
c. Transfer or release;
d. Disciplinary action by the Congregational Council; or
e. Removal from the roll due to inactivity as defined in the bylaws.
f. Such persons who have been removed from the roll of members shall remain persons for whom the church has a continuing pastoral concern.

Chapter 9 The Pastor

9.01. Authority to call a pastor shall be in this congregation by at least a two-thirds majority ballot vote of members present and voting at a meeting called legally for that purpose. (Consistent with the faith and practice of the Lutheran Congregations in Mission for Christ)

a. Every ordained minister shall:
   1. Preach the Word
   2. Administer the sacraments
   3. Conduct public worship
   4. Provide pastoral care
   5. Shall 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 ordained minister with a congregational call shall, within the congregation:
   1. Offer instruction, confirm, marry, visit the sick and distressed, and bury the dead;
   2. Supervise all schools and organizations of the congregation;
   3. Install regularly elected members of the Congregational Council; and
   4. With the council administer discipline.

c. Every pastor shall:
   1. Strive to extend the Kingdom of God in the community, in the nation, and abroad;
   2. Seek out and encourage qualified persons to prepare for the ministry of the Gospel;
   3. Impart knowledge of this church and its wider ministry through distribution of its periodicals and other publications; and
   4. Endeavor to increase the support given by the congregation to the work of the church wide organization of the Lutheran Congregations in Mission for Christ.

9.04. The specific duties of the pastor, compensation, and other matters pertaining to the services of the pastor shall be included in a letter of call.
9.05.  a. The call of a congregation, when accepted by a pastor, shall constitute a continuing mutual relationship and commitment which, except in the case of the death of the pastor, shall be terminated only following consultation with the LCMC Executive Board and for the following reasons:

   1. Mutual agreement to terminate the call or the completion of a call for a specific term of years;
   2. Resignation of the pastor.
   3. Inability to conduct the pastoral office effectively in the congregation in view of local conditions, without reflection on the competence or the moral and spiritual character of the pastor;
   4. The physical or mental incapacity of the pastor;
   5. Disqualification of the pastor through discipline on grounds of doctrine, morality, or continued neglect of duty;
   6. The dissolution of the congregation; or

b. In the case of alleged physical or mental incapacity of the pastor or ineffective conduct of the pastoral office, it shall be the responsibility of the Congregational Council, or by a petition signed by at least one-third of the voting members of the congregation, to investigate such conditions personally in company with a committee of two ordained ministers and one layperson.

c. In case of alleged physical or mental incapacity, competent medical testimony shall be obtained. When such disability is evident, Church Council with the advice of the committee shall declare the pastorate vacant.

d. In the case of alleged local difficulties which imperil the effective functioning of the congregation, all concerned persons shall be heard, after which the Church Council shall decide on the course of action to be recommended to the pastor and the congregation. If they agree to carry out such recommendations, no further action shall be taken. If either party fails to assent, the congregation may dismiss the pastor by a two-thirds majority vote of the voting members present at a legally called meeting.

e. The foregoing procedure shall never be invoked when questions of doctrine, morality, or continued neglect of duty are involved, all such cases being treated as disciplinary matters.

f. If in the course of the proceedings, it should become apparent that the pastoral office cannot be conducted effectively in the congregation being served by the ordained minister due to local conditions, the Church Council may temporarily suspend the pastor from service in the congregation without prejudice and with pay.

9.06. At a time of pastoral vacancy, the Congregational Council may appoint an interim pastor.

9.07. During the period of service, an interim pastor shall have the rights and duties in the congregation of a regularly called pastor and may delegate the same in part to a supply pastor with the consent of this congregation or Congregational Council. The interim pastor and any ordained pastor providing assistance shall refrain from exerting influence in the selection of a pastor.
9.08. 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.

9.09. The pastor/and or Congregational president shall:

a. Keep accurate parochial records of all baptisms, confirmations, marriages, burials, communicants, members received, members dismissed, or members excluded from the congregation;

b. Shall submit a summary of such statistics annually to the synod; and

**Chapter 10 Congregational Meeting**

10.01. The annual meeting of this congregation shall be held on a date determined by the church council.

10.02. A special Congregational Meeting may be called by the pastor, the Congregational Council, or the president of this congregation, and shall be called at the written request of 1/3 voting members. The call for each special meeting shall specify the purpose for which it is to be held and no other business shall be transacted.

10.03. Notice of all meetings of this congregation shall be given at the services of worship on the preceding three consecutive Sundays and by mail 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 be sufficient.

10.04. One fifth (20%) of the active voting members shall constitute a quorum.

10.05. Voting by proxy or by absentee ballot shall not be permitted.

10.06. All actions by the congregation shall be by majority vote except as otherwise provided in this constitution.

10.07. Roberts Rules of Order, latest edition, shall govern parliamentary procedure of all meetings of this congregation.

**Chapter 11 Officers**

11.01. The officers of this congregation shall be a president, vice-president, secretary, and treasurer.

   a. Duties of the officers shall be specified in the bylaws.
   b. The officers shall be voting members of the congregation.
   c. Officers of this congregation shall serve similar offices on the Congregational Council and shall be voting members of the Congregational Council.
d. The treasure shall hereby be elected by the congregation at its annual meeting. The treasure’s term shall be open-ended. The treasure’s term shall end upon resignation of said person. The treasure will be an officer of the Council/Congregation and shall have voting power at all duly called meetings. Their term of the treasure shall begin at the close of the annual meeting.

11.02. The Congregational Council shall elect the Chairperson, vice-chairperson and secretary. Their terms of office shall be for one year.

11.03. No officer shall hold more than one office at a time. No elected officer shall be eligible to serve more than two consecutive terms in the same office.

Chapter 12 Congregational Council

12.01. The voting membership of the Congregational Council shall consist of the pastor(s) and not more than nine members of the congregation and the officers of the congregation. Any active, voting member of the congregation may be elected, subject only to the limitation on the length of continuous service permitted in that office. A member’s place on the Congregational Council shall be declared vacant if the member;

a. Ceases to be a voting member of this congregation or

b. Is absent from four successive regular meetings of the Congregational Council without cause.

12.02. The members of the Congregational Council, except the pastor(s), shall be elected by ballot to serve for three years or until their successors are elected. Such members shall be eligible to serve no more than two full terms consecutively. Their terms shall begin at the close of the annual meeting at which they are elected.

12.03. Should a member’s place on the Congregational Council be declared vacant, the Congregation Council shall elect, by majority vote, a successor until the said term expires.

12.04. The Congregational Council shall have general oversight of the life and activities of this congregation, and in particular its worship life, to the end that everything be done in accordance with the Word of God and the faith and practice of the Lutheran Congregations in Mission for Christ. The duties of the Congregational Council shall include the following:

a. To lead the congregation in stating its mission, to do long-range planning, to set goals and priorities, and to evaluate its activities in light of its mission and goals.

b. To seek to involve all members of this congregation in worship, learning, witness, service, and support.

c. To oversee and provide for the administration of this congregation to enable it to fulfill its functions and perform its mission.
d. To maintain supportive relationships with the pastor(s) and staff and help them annually to 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, to endeavor to foster mutual understanding.

g. To arrange for pastoral service during the sickness or absence of the pastor.

h. To emphasize partnership with the church wide organization of the Lutheran Congregations in Mission for Christ as well as cooperation with other congregations, both Lutheran and non-Lutheran, subject to established policies of LCMC.

i. To recommend and encourage the use of program resources produced or approved by the Lutheran Congregations in Mission for Christ.

12.05. The Congregational Council shall be responsible for the financial and property matter of this congregation.

a. The Congregational Council shall be the governing board 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 Minnesota, except as otherwise provided herein.

b. The Congregational Council shall not have the authority to buy, sell, or encumber real property unless specifically authorized to do so by a meeting of the congregation.

c. The Congregational Council shall ascertain that the financial affairs of this congregation are being conducted efficiently, giving particular attention to the prompt payment of all obligations and to the regular forwarding of benevolence monies to LCMC.

d. The Congregational Council shall prepare an annual budget for adoption by the congregation, shall supervise the expenditure of funds in accordance therewith following its adoption, and may incur obligations of no more than $\$2,000\$ in excess of the anticipated receipts only after approval of the Congregation. The budget shall include the congregations’ full indicated share in support of the wider ministry being carried on in partnership with Lutheran Congregations in Mission for Christ. (Changed adopted at February 8, 2015 Annual Meeting)

e. The Congregational Council shall be responsible for this congregation’s investments and its total insurance program.

f. The Congregational Council may enter into contracts of up to $750 for items not included in the budget without congregational approval.
12.06. The Congregational Council shall see that the provisions of this constitution and its bylaws, and the continuing resolutions, are carried out.

12.07. The Congregational Council shall provide for an annual review of the membership roster.

12.08. The Congregational Council shall be responsible for the employment and supervision of the salaried lay workers of this congregation.

12.09. The Congregational Council shall submit a comprehensive report to this congregation at the annual meeting.

12.10. The Congregational Council shall meet as needed. Special meetings may be called by the pastor or the president, and shall be called at the request of at least one-half of its members. Notice of each special meeting shall be given to all who are entitled to be present.

12.11. A quorum for the transaction of business shall consist of a majority of the members of the Congregational Council, including the pastor or interim pastor, except when such person requests or consents to be absent and has given prior approval to an agenda of routine matters which shall be the only business of the meeting.

Chapter 13 Congregational Committees

13.01. The officers of this Congregation and the pastor shall constitute the EXECUTIVE COMMITTEE.

13.02. A NOMINATING COMMITTEE of three (3) voting members of this congregation, shall be elected at the annual meeting for a term of one (1) year. Members of the Nominating Committee are not eligible for consecutive reelection.

13.03. An AUDIT COMMITTEE of three (3) voting members shall be elected by the Congregation. Audit Committee members shall not be members of the Congregational Council. Term of office will be three (3) years, with one member elected each year. Members shall be eligible for reelection, for two consecutive terms.

13.04. A MUTUAL MINISTRY COMMITTEE (in absence of a staff support committee, their duties shall be fulfilled by the executive committee) shall be appointed jointly by the president and pastor. Term of office shall be two years, three members to be appointed each successive year.

13.05. When a pastoral vacancy occurs, a CALL COMMITTEE of six voting members shall be appointed by the Congregational Council. Term of office will terminate at installation of the newly-called pastor.

13.06. Other congregational committees may be formed as the need arises, by decision of the Congregational Council.

13.07. Duties of congregational committees shall be specified in the bylaws (continuing resolutions).
13.08. Board of Parish Education shall consist of five (5) confirmed members of the congregation and shall be elected by the congregation at the annual meeting, serving for a three year term. (At inception, the Board shall have one three year term, one two year term and one year term determined by the highest number of votes for the three year term and each of the other two terms determined accordingly.) Members of this Board shall be eligible for two consecutive terms. The pastor or a member of the church council will relate directly to this Board.

Responsibilities: The Board shall be responsible to oversee all the educational programs of the congregation. They shall meet monthly and report directly to the church Council. This board will work with the Sunday School Superintendent(s) and help to secure teachers for Sunday School, Vacation Bible School and for Confirmation class if need be. This Board will review curriculum and the financial needs of all the Congregations Education Programs.

Chapter 14  Organizations within the Congregation

14.01 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 the oversight and direction, of the church council. This congregation at its meeting shall determine their policies, guide their activities, and receive reports concerning their membership, work, and finances.

14.02. Special interest groups, other than those of the official organizations of the Lutheran Congregations in Mission for Christ, may be organized only after authorization has been given by the Congregational Council (and specified in a continuing resolution).

CONTINUING RESOLUTIONS

14.03 The Congregational Council may enact continuing resolutions which describe the function of the various committees or organizations of this congregation.

14.04 Continuing resolutions shall be enacted or amended by a two-thirds vote of all voting members of the Congregational Council.

14.05 The Congregational Council may enact continuing resolutions which describe the function of the various committees or organizations of this congregation. Continuing resolutions shall be enacted or amended by a two-thirds vote of all voting members of the Congregational Council.

14.06 Resolved that the Church Council be responsible:
   a. For the financial and property matters of the congregation
   b. For the goals and objectives currently or historically handled by existing and ongoing committees

14.07 Resolved that the Executive Committee shall be responsible:
   a. For acting, when authorized, on behalf of the council
   b. For the goals and objectives currently or historically handled by the long range planning committee
   c. For evaluation of pastoral staff, and
14.08 Resolved that when appropriate, council may establish, or continue a standing committee (example: Worship, Property, etc.). Chairperson of this committee shall be a council member who is part of the board overseeing the work of the standing committee.

CONTINUING RESOLUTION
14.08a Property Committee Mission Statement and Job Description/Mission Statement: The Property Committee (PC) is responsible for problem solving and implementation of solutions as recommended by church council or Mission Vision Team. We will provide guidance for executive decisions regarding the physical property.

PROPERTY COMMITTEE JOB DESCRIPTION
The property committee roles as aiding the mission of our church in the following areas; operations management, property and equipment maintenance, major property improvements and building content maintenance.

I. Operations Management
   A. Review of policies set by council
      1. Rules of use by bodies within congregation: Youth, Sunday School, Weddings, Church functions
      2. Rules of use by bodies outside congregation: Girl Scouts, Al-anon, Outside Weddings
   B. Space Allocation
      1. Parish Education: The Parish Education space allocation is the responsibility of the church council but should be reviewed by Property Committee
      2. General storage
   C. Security and Key control
   D. Property Improvement
      1. All matters of Property Improvement MUST be reviewed prior to implementation.
      2. Long Range Planning

II. Maintenance
   A. Responsibilities
      1. Building and Grounds
         Space Allocation
         Equipment (Phones/Computers/Office Equipment)
         Furnishings (Chairs/Tables/Desks)
      2. Emergencies and Immediate Problems
         1. Perform repairs where possible
         2. Prepare contract repairs with approval and signature of Executive Council.
   B. Scheduled Maintenance
      1. PC should create and maintain a schedule/calendar for all equipment and appliances

III. Major Improvements
   A. Long range vision
   B. Gather information and prepare budget on any and all projects.

IV. Building Contents
   A. Major purchase decisions are the responsibilities of the church council
      Estimated Cost investigations
      Prior to purchase, review impact and ramifications by council
COMPENSATION AND BENEFITS
14.08b The Congregational Council may enact continuing resolutions which describe the function of the various committees or organizations of this congregation. Continuing resolutions shall be enacted or amended by a two-thirds vote of all voting members of the Congregational Council.

1. Any staff who works over 32 hours per week, on average, shall be eligible for the health benefits program offered through LCMC
2. Any staff member eligible for this health benefit may choose either to receive the benefit or have buy out the benefit at an appropriate cash value.

BOARDS AND COMMITTEES
14.08c The Congregational Council may enact continuing resolutions which describe the function of the various committees or organizations of this congregation. Continuing resolutions shall be enacted or amended by a two-thirds vote of all voting members of the Congregational Council.

The By-Laws allows great flexibility in organizing the Council and necessary committees to fulfill the tasks given to us by Christ. This continuing resolution describes how we will organize. Items marked with an asterisk (*) are mandated by the Constitution or By-Laws and may not be altered from year to year.

I. COMMITTEES OF THE CONGREGATION COUNCIL
   A. NOMINATING COMMITTEE*
   B. EXECUTIVE BOARD*
   C. CALL COMMITTEE*
   D. MISSION VISION TEAM
   E. MUTUAL MINISTRY COMMITTEE*
   F. AUDIT COMMITTEE*
   G. NOMINATING COMMITTEE*
   H. PARISH EDUCATION*

II. AUXILIARY COMMITTEES OF THE COUNCIL
   A. PROPERTY
   B. PASTORAL
   C. WORSHIP
   D. STEWARDSHIP AND FINANCE
   E. EVANGELISM

COUNCIL STRUCTURE AND SPECIFIC RESPONSIBILITIES
   A. Other areas of ministry that need attention are identified as: WOW YOUTH ENDOWMENTS AND INVESTMENTS MISSIONS
   B. Elected Council member become the chair of a standing committee around each of these areas of ministry.
   C. Standing committees should meet prior to monthly council members to accomplish their tasks.
   D. At our first Council meeting we would together try to determine some of the top priority items for each committee to address in the coming year.
E. That at that same first meeting we would work with each other to identify names of those who would be well suited for service in a particular area of ministry.

F. That we would commit ourselves to the goal of not having the same person on two committees.

G. Be it further resolved, that this Council year will be February through January

H. Guidelines for the work of Standing Committees:
   1. As people join a committee, it will be the responsibility of the committee chair to mark the end of their term of commitment (one or two year) either with an invitation to stay for another year or with a thank you for their service.
   2. Standing committees will meet as needed to accomplish their tasks.
   3. Standing committees will meet at another time than the 2nd Tuesday of the month.
   4. On the first of each month (i.e., in time for it to be included in a report to Council) each Committee Chair will submit to the Council member looking after their work a summary of the committee’s work, action items, and any items needing Council action.
   5. All committees are encouraged to set 90 minutes as the general maximum meeting length.
   6. At the January Council meeting a report on the committee’s progress and any request for budget in the coming year.
   7. At the June Council meeting to give a brief evaluation of accomplishments and an outline of possible goals for the next year.

SABBATICAL GUIDELINES

A. BACKGROUND
   1. Scripture points to the renewing power of “Sabbath time.” We usually think of Sabbath as the seventh day of creation when God finished creating and rested. More than an after thought of creation, the Sabbath is a gift from God of rest, renewal, and hope. In today’s busy life, God comes again and again offering rest and refreshment for the soul.
   2. The first books of Scripture speak of “Sabbath” days and years. Even the land was given a Sabbath when it was left to lie fallow and replenish itself.
   3. Sabbaticals allow for possible new directions. Jesus’ forty days in the wilderness marked a turning point in his ministry. Moses’ time spent tending sheep helped change his perspective on life. David tended sheep, too, and learned valuable lessons about God’s care and provision. Paul struck down on the road to Damascus, disappeared into the desert of Arabia for three years, and emerged with a new vision.

B. DEFINITION OF A SABBATICAL
   1. A sabbatical is understood to be a time of release from normal duties in order that a pastor may devote time to study and renewal. This is beneficial to the maturing staff person. It also brings benefits to the congregation and the church as a whole.
   2. A sabbatical is not to be confused with continuing education, which entail study opportunities of shorter duration and with much greater frequency. A sabbatical is a three month period devoted to the pastor’s personal, intellectual, spiritual, and vocational growth and renewal.

C. PURPOSE OF A SABBATICAL
   1. A sabbatical should provide stimulation for a pastor to continue mental and spiritual growth by contact with scholars, teachers, pastors, and others, so as to be competent in ministry.
   2. A sabbatical will provide strong leadership for the church through pastors who are kept abreast of new developments and stimulated to effective ministry.
3. A sabbatical nurtures and feeds the body and soul for renewed ministry. Hope builds on the dreams that God awakens in his people as they walk in pilgrimage with him, and renews them to lead again the people committed to their charge.
4. Since the congregation and the church are ultimately enriched by the pastor’s sabbatical, it is desirable that there be shared planning with the Mutual Ministry Committee and the Church Council.

D. ELIGIBILITY AND LENGTH OF LEAVE
1. Pastors shall be eligible for a sabbatical and renewal time of three months every seven years in their present call.
2. Recipients of sabbatical opportunities will return to their ministry setting for at least one year after the leave, unless noted otherwise in the shared planning with the Mutual Ministry Committee and the Church Council.
3. Vacation time and Continuing Education time are not included as sabbatical but are granted as in any other year. Exceptions to the seven year requirement and variations from the three month sabbatical are to be approved by the Church Council.

E. GUIDELINES
1. A sabbatical should be intentional but allow enough freedom to change direction or let go of an old dream if a new vision emerges while planning.
2. The best sabbaticals usually are more open-ended than rigid, allowing for the surprises and the new directions that may come in the planning.
3. An experience of renewal is the hope of most everyone who takes a sabbatical. But creating such an experience requires more than luck, it takes imagination and planning and willingness to be surprised by God.
4. The plan and program should be one’s own. A pastor should not borrow or try to repeat or duplicate another’s plan or program.
5. In terms of current job responsibilities, planning should always be in consultation with the Church Council while the pastor is on sabbatical.

F. PROCEDURE
1. Pastors shall submit in writing a plan for study and renewal to the Mutual Ministry Committee and the Church Council. The plan may include formal study at a seminary or university, a quarter of Clinical Pastor Education, independent study and travel, or a combination of the above. The proposal is to be prepared in consultation with the Mutual Ministry Committee and the Church Council and receive their endorsement.
2. The pastor will submit a brief written report and evaluation of the sabbatical to the Mutual Ministry Committee and the Church Council within a month after completing the sabbatical.
3. It is recommended that future Letters of Call include a statement that Mount Cross has a sabbatical policy and grants financial support to the sabbatical program.
4. LCMC looks to its pastors in ministry to be educated and dedicated servant-leaders. To become such a church is an ongoing challenge. A sabbatical program is one means by which pastors, the Mutual Ministry Committee and the Church Council can work together to strengthen both ministry and the church’s mission.

G. COVERAGE AND COSTS DURING SABBATICALS
1. During the sabbatical the pastor shall receive from the congregation the equivalent of their current base salary; 100% of housing allowance; 100% of pension and medical-dental benefits; all other compensation and benefits remain unaffected.

2. The congregation is responsible to provide for interim ministry during the sabbatical. Increased use of lay members or collegial coverage is recommended. They may be done by an employed pastoral leader or lay congregational leadership.

3. The pastor on sabbatical will be responsible for the costs of tuition, books, supplies, travel and living expenses while on sabbatical that exceed the current and accumulated allowances for continuing education, unless congregation or employer chooses to contribute to these.

4. Anticipated costs to the congregation will be included in the annual budget.

5. Every effort will be made to subsidize the cost of the sabbatical to the pastor and to the congregation.

Chapter 15    Discipline of Members

15.01 Denial of the Christian faith as described in this constitution, conduct grossly unbecoming a member of the Lutheran Congregations in Mission for Christ, or persistent trouble-making in this congregation are sufficient cause for discipline of a member. Prior to disciplinary action, reconciliation will be attempted following Matthew 18:15-17, proceeding through these successive steps:

a. Private admonition by the pastor,

b. Admonition by the pastor in the presence of two or three witnesses, and

c. Citation to appear before the Congregational Council. If for any reason, the pastor is unable to administer the admonitions required by a. and b. hereof, the chairperson or vice-chairperson shall administer such admonitions.

15.02 A member charged with the offense shall appear before the Congregational Council having received a written notice, specifying the exact charges that have been made against the member, at least 10 days prior to the meeting.

15.03 Members of the Congregational Council who participate in the preparation of the written charges or who present evidence or testimony in the hearing before the Congregational Council are disqualified from voting upon the question of the guilt of the accused member. Should the allegations be sustained by a two-thirds majority vote of the Congregational Council who are not disqualified but who are present and voting, and renewed admonition prove ineffectual, the Council shall impose one of the following disciplinary actions:

a. censure before the Council or Congregation;

b. suspension from membership for a definite period of time; or

c. exclusion from membership in said congregation.
Disciplinary action a. or c. shall be delivered to the member in writing.

15.04 The member against whom disciplinary action has been taken by the Congregational Council shall have the right to appeal the decision to the Executive Board of the Lutheran Congregations in Mission for Christ. The decision of said board shall be final.

15.05 Disciplinary actions may be reconsidered and revoked by the Congregation Council upon receipt of a) evidence that injustice has been done or b) evidence of repentance.

15.06 When there is a 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 Executive Board of the Lutheran Congregations in Mission for Christ after informing the Congregational Council of their intent, whose decision shall be final.

16.01 This congregation may adopt bylaws. No bylaws may conflict with this constitution.

16.02 Bylaws may be adopted or amended at any legally called meeting of this congregation with a quorum present by a majority vote of those voting members present and voting.

16.03 Changes to the bylaws may be proposed by any voting member provided, however, that such additions or amendments be submitted in writing to the Congregational Council at least 60 days before a regular or special Congregational Meeting called for that purpose and that the Congregational Council notify the members of the proposal with its recommendations at least 30 days in advance of the Congregational Meeting.

Chapter 17 Amendments

17.01 Amendments to this constitution may be proposed by at least one-third voting members or by the Congregational Council. Proposals must be filed in writing with the Congregation Council 60 days before formal consideration by this congregation at its regular or special meeting called for that purpose. The Congregational Council shall notify the members of the proposal with their recommendation at least 30 days in advance of the meeting.

17.02 A proposed amendment to this constitution shall:

a. Be approved at a legally called meeting according to this constitution by a majority vote of those present and voting;

b. Be ratified without change at the next annual meeting by a two-thirds majority vote of those present and voting;

c. Have the effective date included in the resolution and noted in the constitution.

17.03 The amendment shall become effective within 120 days from the date unless the amendment is in conflict with the constitution and bylaws of the Lutheran Congregations in Mission for Christ.

Chapter 18 Continuing Resolutions
18.01 The Congregational Council may enact continuing resolutions which describe the function of the various committees or organizations of this congregation…

18.02 Continuing resolutions shall be enacted or amended by a two-thirds vote of all voting members of the Congregational Council.

Chapter 19 Indemnification

19.01 Consistent with the provision 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 Congregational 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.

Chapter 20 Parish Authorization

20.01 This congregation may unite in partnership with one or more congregations named in C6.01 to form a parish. Except as provided in C20.02 and C20.03 an agreement approved by the voting members of each Congregation participating in the parish, shall specify the powers and responsibilities that have been delegated to a Parish Council.

20.02 Whenever a letter of call is being recommended for extension to an ordained minister of the Lutheran Congregations in Mission for Christ or a candidate who has been recommended to the congregation by the Board of Ministry to serve the Congregation or a parish, such letter of call shall be first approved by a two-thirds vote at a congregational meeting of each of the congregations forming a parish. If any congregation of the parish should fail to approve extending this call, the other congregations in the same parish shall have the right to terminate the parish agreement.

20.03 Any one of the congregations of a parish may terminate the call of a pastor as provided in C9.05. In such case, the other congregations(s) in the same parish shall have the right to terminate the parish arrangement.