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**Constitution**

**of**

**All Saints**

**Lutheran Church**

**Byron, Illinois**

**Revision 12**

**REVISED ~~November 14, 2022~~ November 8, 2023**

**APPROVED ~~JANUARY 22, 2023~~  TBD**

**Proposed revisions highlighted in yellow. Additions are underlined, deletions are lined through**

**Revisions for Review**

**All Saints Lutheran Church Constitution**

**Revision 12**

**Revised 11/8/23**

**Only affected paragraphs are included in this document**

**\*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 bylaws section on the Congregation Committees.

**C4.04.01.** The powers of this congregation originate with the members of the Congregation and are administered through the election of lay members to form the Congregation Council. The Pastor shall act as the head of compensated staff as well as oversee the day-to-day ministry of the Congregation. The Congregation Council, with the assistance of the Executive Committee, shall oversee all volunteer staff, committees, teams, and task forces.

**\*C4.05.** This congregation shall adopt and periodically review a mission statement which will provide specific direction for its programs.

**C5.05.02.** MISSION ENDOWMENT FUND COMMITTEE MEMBERSHIP:

 The MISSION ENDOWMENT FUND COMMITTEE (herein COMMITTEE) shall consist of five members, all of whom shall be voting members of All Saints Lutheran Church. Except as herein limited, the term of each member shall be three (3) years. Initial COMMITTEE membership shall be established by congregational election ~~upon adoption of this resolution by the Congregation~~. Initial COMMITTEE membership shall be arranged as follows: two (2) for a term of three (3) years; Two (2) for a term of two (2) years; and one (1) for a term of one (1) year. Thereafter, at each annual meeting, the congregation shall elect the necessary number for a term of three (3) years. No member shall serve more than two consecutive three (3) year terms. After a lapse of one (1) year, former COMMITTEE members may be reelected. The pastor and the president/vice president of the Congregation Council shall be advisory nonvoting members of the COMMITTEE. The Congregation Council shall nominate for the Committee and report on COMMITTEE nominees in the same manner as for other offices and committees. In the event of a vacancy on the COMMITTEE, the Congregation Council shall appoint a member to fill the vacancy until the next annual meeting of the congregation, at which time the congregation shall elect a member to fulfill the term of the vacancy.

**C5.05.07.** The financial secretary of the COMMITTEE shall work with the congregation's financial secretary in maintaining and coordinating complete and accurate accounts for the FUND and shall sign checks and all other necessary documents on behalf of the congregation in furtherance of the purposes of the FUND. ~~The Pastor of the congregation shall countersign all checks.~~ The books shall be audited annually by a certified public accountant or other appropriate person who is not a member of the COMMITTEE.

h. If this congregation fails to achieve the required two-thirds vote of voting members present at this congregation’s first meeting as specified in paragraph a. above or fails to achieve the required two-thirds vote of voting members present at this congregation’s second meeting as specified in paragraph ~~a. above or fails to achieve the required two-thirds vote of voting members present at 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 the meeting at which the two-thirds vote was not achieved.

**\*C9.14.** The records of this congregation shall be maintained by the pastor and shall remain the property of this congregation. The secretary of this congregation shall attest in writing to the bishop of this synod that such records have been placed inthe secretary’s hands in good order by a departing pastor before the installation of that pastor in another call or approval of a request for change in roster status.

**C10.02.** A special Congregation Meeting may be called by the pastor, the Congregation Council, or the president of this congregation, and shall be called by the president~~[[1]](#endnote-1)~~of the congregation upon the written request of 10 percent of the voting members. The president of the 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.

~~[~~*~~New footnote~~*~~]~~

~~1~~ ~~[[2]](#footnote-1)~~~~If the pastor is the president of the congregation, the congregation may consider giving the vice president the authority to call a special meeting.~~

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

d. When the Congregation Council elects its officers, the president, vice president, and secretary shall be selected from the elected member­ship of the Congregation Council. The treasurer shall be appointed ~~from the voting membership of the congregation. The treasurer shall have voice but not vote at the meetings of~~ by the Congregation Council.

**C11.02. T**he Congregation Council shall elect its officers from the elected congregation members, and they shall be the officers of the congregation. The officers may be elected by written ballot and shall serve for one year or until their successors are elected. Their terms shall begin at the close of the annual meeting at which they are elected.

**C11.02.06.** The duties of the treasurer are:

1. ~~Serve as financial officer of the congregation.~~
2. ~~Provide oversight of the financial secretary duties and processes.~~

a. As a contract employee of the congregation, be responsible for paying all bills, invoices, and charges, and delivering the completed checks to the church to be signed by a designated congregation member.

**C12.11.**  The Congregation Council shall normally meet once a month. Special meetings may be called by the pastor, the president~~2,~~ or the vice-president and shall be called by the president 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.

*~~[New footnote]~~*

~~2 If the pastor is the president of the congregation, the congregation may consider giving the vice president the authority to call a special meeting.~~

**C13.02.** A ***Nominating Committee*** of three voting members of this congregation, all of whom, if possible, shall be outgoing members of the Congregation Council.~~,~~  They shall be appointed by the Congregation Council for a term of one year for the purpose of soliciting candidates for election to the Congregation council. ~~Members of the Nominating Committee are not eligible for consecutive reelection if they are completing a second consecutive term on the Congregation Council.~~

**C13.03.** An ***Audit Committee*** of two voting members shall be appointed by the Congregation Council. Audit Committee members shall not be members of the Congregation Council. Term of office shall be one year. Members shall be eligible for reappointment. A satisfactory audit shall be performed by the Audit Committee by March 31., and results reported to the Congregation Council for inclusion in the annual report to the congregation.

**C13.05.** When a vacancy occurs, a ***Call Committee*** of six voting members ~~and one youth member between the ages of 14-21~~ shall be elected by the Congregation. Call Committee will work closely with the Synod office to assure all required documents are completed and filed. Call Committee will dissolve upon ~~acceptance of a call.~~ installation of the called pastor.

**C13.08.**  The senior pastor of this congregation shall be *ex officio* a member of all committees and boards of the congregation~~. [~~The president~~4 [vice president]~~ of this congregation shall be ex officio a member of all committees and boards of the congregation, except the Nominating Committee.

*~~New footnote~~*

~~4 If the pastor is the president of the congregation, the congregation may consider selecting the vice president.~~

**Chapter 14.**

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

**\*~~C15.02.~~**  ~~The process for discipline of a member of 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 rostered ministers). 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.~~

**\*C15.11.** 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 [vice 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 other 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.

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

a. be approved at any legally called meeting of this congregation by a majority vote of those voting members present and voting; and

 b. be ratified without change at the next ~~annual~~ regular meeting of this congregation by a two-thirds vote of those voting members present and voting.

1. [↑](#endnote-ref-1)
2. [↑](#footnote-ref-1)