

Resurrection Lutheran Church

Bylaws

Table of Contents

Article I – MEMBERSHIP	3
Duties and Responsibilities	3
Termination of Membership	3
ARTICLE II – VOTING RIGHTS OF MEMBERSHIP	3
Voting Rights	3
Voting	4
ARTICLE III – GOVERNANCE POLICY MANUAL	4
Development and Purpose	4
Publication and Review	5
ARTICLE IV – CHURCH COUNCIL	5
Members of the Church Council	5
Council Responsibilities	5
Election Procedures	6
Executive Officers	6
Legal Trustees	6
ARTICLE V – PASTORS AND OTHER CALLED WORKERS	7
Senior Pastor	7
Associate Pastors and Other Called Workers	7
Provisions Pertaining to Removal of a Called Pastor or Called Worker	7
ARTICLE VI – ENDOWMENT FUND	8
Purpose and Description	8
Donor Gifts, Use of Income, Capital Gains, and Restrictions on Withdrawal of Principal	8
Endowment Fund Committee	8
Investment Guidelines	8
END	8

ARTICLE I MEMBERSHIP

Duties and Responsibilities

It shall be the responsibility of all Confirmed Members of Resurrection Lutheran Church to:

- i. Acknowledge Jesus Christ as Savior and Lord;
- ii. Participate in worship services regularly;
- iii. Participate in the Lord's Supper frequently;
- iv. Participate in small groups, Bible studies, and/or Christian fellowship;
- v. Develop and use spiritual gifts to live and share the Gospel of Jesus Christ;
- vi. Contribute regularly and faithfully, as God has prospered them, toward the building of Christ's Kingdom in the congregation and throughout the world;
- vii. Provide a setting for sharing Christian values from generation to generation;
- viii. Support the Pastors and staff through prayer, honor, and respect for their ministry;
- ix. Give of their time and talents towards the mission and ministry of the church.

It shall be the responsibility of all Voting Members to:

- i. Conscientiously and prayerfully exercise the right to vote in all matters placed before them;
- ii. Encourage others to be active in accepting the responsibilities and privileges of Voting Membership;
- iii. Willingly serve in any office or capacity for which their spiritual gifts equip them.

Termination of Membership

Members may be removed from Resurrection's membership rolls for one of the following reasons:

- i. Death;
- ii. Request of the member for transfer of membership to another Lutheran church with whom we are in confessional agreement;
- iii. Request of the member for release from membership;
- iv. "Whereabouts Unknown" for an extended period of time (usually at least 12 months);
- v. Excommunication, but only in accordance with the Word of God as recorded in Matthew 18:15-18;
- vi. Member has moved out of the area;
- vii. Self-exclusion through lack of engagement

ARTICLE II VOTING RIGHTS OF MEMBERSHIP

Voting Rights

The Church Council acts as representatives of the Congregation; all authority afforded the Church Council comes from their election by the Voting Members at the Congregation's Voter's Meeting. The Congregation, through election, grants the Church Council the authority to act on their behalf in all matters except the following:

- i. The official call or removal of Called Workers as stated in the Constitution Article V or Article V, Part 3, of the Bylaws;
- ii. The adoption of the annual church budget and any other budgets associated with the church;
- iii. The acquisition, encumbrance, or disposal of real property (i.e. land, fixed improvements and construction of fixed properties), except undesignated bequests and estates;

- iv. The amending of the Constitution or its Bylaws;
- v. The merger or dissolution of the church;
- vi. Separation from the LCMS church body;
- vii. The Vision of the congregation;
- viii. Other matters determined by the Church Council or by the Voters' of the congregation.
- ix. Addition or removal of Council Members.

Voting

The Voters shall meet at a Congregation Voters' Meeting at least annually for the purpose of electing members to the Church Council, passing the annual budget, and hearing the Annual Report of the Senior Pastor and/or Church Council. The required quorum for these meetings is the Voting Members of the congregation that are present.

Should the Congregation Voters' Meeting involve the following agenda items, a quorum of ten percent (10%) of the Voting Members is required:

- i. The sale, purchase or encumbrance of real property;
- ii. The construction of new buildings or additions;
- iii. Removal of a pastor or called staff from office;
- iv. Amendment of the Constitution or its Bylaws;
- v. Realignment: The merger with another church, dissolution of the congregation, or separation from the LCMS church body.

The method for voting on other matters shall be determined by the Church Council but cannot include absentee voting. Such methods may include voting by written ballot at worship services, through a ballot box (es) in the Church, in a Congregation Voters' Meeting of the Voting Members present. A Congregation Voters' Meeting shall be held upon petition of 25 Voting Members of the congregation.

It is preferred that no issue be submitted to the Voting Members for a vote unless the issue has been published prior to the Congregation Voters' Meeting in at least one of the two following ways:

- i. At worship services, at least two consecutive weeks prior to the Congregation Voters' Meeting
- ii. Submitted to the Voting Members by mail-regular and/or electronic-and delivered to the members, at least, seven days prior to the vote.

Voters may make and ask for a vote on any resolution at a Congregation Voters' Meeting. At his/her discretion, the Congregation President may ask for a simple majority vote asking the Voters to table the resolution until another Congregation Voters' Meeting is called.

Issues may be brought before the Voting Members by the Church Council, or by petition of 25 Voting Members of the congregation.

All decisions shall be by simple majority vote of the Voting Members voting, except the following, which shall require 2/3 (two-thirds) majority vote of the Voting Members voting:

- i. Amending the Constitution
- ii. The call or the removal of a Pastor or other Called Workers, and;
- iii. The merger, dissolution or separation from a church body of the church.

ARTICLE III GOVERNANCE POLICY MANUAL

Development and Purpose

The Governance Policy Manual shall be developed by the Church Council, and shall be in full conformance with this Constitution and Bylaws. The purpose of the Governance Policy Manual shall be:

- i. To define and develop guidelines for all missions and ministries at Resurrection Lutheran Church
- ii. To support and guide the Senior Pastor and the staff as they develop and implement mission and ministry;
- iii. To provide boundaries that assure mission and ministry align with the mission and flow of the congregation.

Publication and Review

The Governance Policy Manual will be made available to the congregation.

- i. The Governance Policy Manual will be reviewed by the Council and made available to the congregation at least annually.
- ii. The Governance Policy Manual may be made available through various methods including print, e-mail, and web.

ARTICLE IV CHURCH COUNCIL

Members of the Church Council

- i. The Voting Members of the congregation shall elect members of the Church Council.
- ii. The Church Council shall be composed of 9 (nine) elected members of the congregation; and the Senior Pastor who shall serve as an ex-officio, non voting member of the Church Council.
- iii. The normal term of office as a member of the Church Council shall be two(2) year renewable terms with the exception of the first elected Council which will have 4 (four) people elected to 1-year terms and 5 (five) elected to 2-year terms. Thereafter, each successful nominee running for re-election (or open position on Church Council) will be elected, each year to a 2-year term. As long as elected by the Voting Members of the Congregation a member may serve continuously without any limits.
- iv. The Church Council will appoint a Voting Member to complete the term of any Council member who resigns or is removed from office.
- v. Sharing or splitting a seat on the Church Council will not be allowed.
- vi. Church Council members will be elected to represent and guide Resurrection Lutheran Church as a whole as opposed to individual campuses and ministries.

Council Responsibilities

Church Council represents the members of the congregation in congregational affairs and assures that all ministry activities support the mission and the vision of the congregation, as developed by the Church Council and the Senior Pastor and available to the Congregation in the Governance Manual.

- i. The Council will ensure that all activities and related ministries focus on the Mission and Vision of Resurrection Lutheran Church.
- ii. The Council will develop, maintain and approve the Governance Policy Manual for Church activities; the Senior Pastor will develop and maintain Operational Policies for Church activities.
- iii. The Council will:
 - a. Review the annual proposed budget;
 - b. Approve the budget for presentation to the Voters;
 - c. Present the proposed budget to the congregation for each year.
- iv. The Council will ensure that the financial policies and decisions of the Council and the congregation are

executed in accordance with the Constitution, Bylaws and approved policies by reviewing the financial status of the congregation at each meeting.

- v. The Council will proactively seek the views and ideas of the members of the congregation to ensure that the congregation is properly represented in Council actions.
- vi. The Council, in consultation with the Senior Pastor, has the authority to appoint lay members to lead and serve on Ministry Teams for specific purposes and ministries.
- vii. The Council, in consultation with the Senior Pastor, has the authority to remove lay members appointed to serve on ministry teams and to disband Ministry Teams.
- viii. The Council will evaluate the Senior Pastor's leadership annually.
- ix. In cases of a vacancy or emergency, the Council may contract for or hire additional Pastors or other individuals as needed to provide spiritual leadership and support to the mission and ministry of the church.

Election Procedures

The Church Council shall appoint a nominating committee to nominate candidates for the members of the Church Council. The nominating committee will be instructed to seek candidates who represent the diverse membership of Resurrection Lutheran Church.

- i. The Senior Pastor will serve as an ex-officio member of the nominating committee.
- ii. Any member of the congregation may propose a candidate for membership on the Church Council to the nominating committee in accordance with procedures established in the Governance Policy Manual by the Church Council.
- iii. The names of the nominees shall be published at services at least twice before elections each year.
- iv. The Congregation Voters' Meeting may elect only Voting Members of the congregation who have been nominated in accordance with the Constitution, these Bylaws and the Governance Policy Manual.
- v. Candidates on Church Council shall not serve more than two (2) years without being re-elected by the Voting Members in a Congregation Voter's Meeting.

The Church Council shall elect a Congregation President from its elected members; at least one nominee for Congregation President shall be nominated by the Senior Pastor. The Council shall also elect a Vice Chair, a Treasurer and a Secretary from the elected members of the Church Council each year.

Executive Officers

- i. The Congregation President, Congregation Vice-President, Treasurer and the Secretary shall serve as the Executive Officers of the Church Council and the congregation.
- ii. The Senior Pastor shall serve as an Ex-Officio, non-voting member of the Executive Officers.
- iii. The Executive Officers shall perform duties as outlined in the Governance Policy Manual.

Legal Trustees

- i. The Congregation President, Congregation Vice-President, Secretary, and Treasurer shall serve as the Legal Trustees of the congregation.
- ii. Within one month of the congregational elections, the names of the Legal Trustees will be published in the Sunday Announcements and on the website.
- iii. The Voting Members of the congregation may override the appointment of any Legal Trustee by presenting to the Council in writing a petition signed by at least 25 (twenty-five) Voting Members who signed the constitution. This petition should be presented to the Council within one month of the publication of the names of the Legal Trustees. If a petition is received, the Council will re-vote for the position questioned in the petition. The re-vote of the Council is binding.
- iv. The Congregation President, Vice-President, Secretary, and Treasurer take office as Legal Trustees and are vested upon election by the Council, if no petition from the voters is received to remove them from office.

ARTICLE V

PASTORS AND OTHER CALLED WORKERS

Senior Pastor

- i. The Senior Pastor's primary responsibilities are proclaiming the Word and administering the Sacraments.
- ii. The Senior Pastor shall be called by a 2/3 (two-thirds) majority vote of the Voting Members at a properly called Voters' Meeting.
- iii. The Senior Pastor shall serve as an ex-officio non-voting member of the Church Council in all matters outside of those that pertain to his performance review.
- iv. The Senior Pastor will be accountable to the congregation through the Church Council.
- v. The Senior Pastor with the approval of the Church Council may contract for or hire additional Pastors, administrators or other individuals as needed.
- vi. The Senior Pastor shall serve as the Director of Ministries of Resurrection Lutheran Church Ministries. As such, he shall:
 - vii. Be the senior leader of all called and contracted staff;
 - viii. Have the authority to manage all staff in the best interest of the congregation;
 - ix. Lead and direct the staff according to the guidelines established in the Governance Policy Manual;
 - x. With the Church Council oversee the operations of the congregation within the guidelines of the approved Governance Policy Manual;
 - xi. With the Church Council develop and maintain the Operational Policies of the congregation;
 - xii. With the Treasurer oversee the development of the operational budget for Church Council's presentation to the Congregation;
 - xiii. With the Treasurer oversee the financial affairs of the congregation;

Associate Pastors and Other Called Workers

Called Associate Pastors and other Called Workers may be called as needed to assist the Senior Pastor in providing spiritual leadership to the congregation.

- i. Called Associate Pastors/Other Called Workers shall be called by a 2/3 (two-thirds) majority vote of the members voting.
- ii. Called and Contracted Associate Pastors and other Called Workers will be accountable to the Senior Pastor.
- iii. The Senior Pastor will provide a general review of the Ministry Staff each year. Other Called (and hired) Workers will have their performance reviewed annually by the Senior Pastor, unless delegated to another Staff member(s).

Provisions Pertaining to Removal of a Called Pastor or Called Worker

- i. Called Pastors or Called Workers shall serve in such capacity unless removed by death, resignation, or in accordance with these Bylaws.
- ii. Sufficient grounds for deposing a pastor or called worker shall be: persistent adherence to false doctrine, scandalous life, willful neglect of official duties, or evident and protracted incapacity to perform the function of the sacred office.
- iii. Charges on any of the counts above shall be carefully investigated by the Lay Ministry Team. Should such charges be substantiated by clear evidence, the individual involved shall first be given an opportunity to resign his position in the congregation. Such opportunity having been given and declined, the above mentioned Team shall, after consultation with the appropriate officers of the Southeastern District and Church Council, notify the Voting Membership of the situation, and shall submit the matter for action at a special meeting of that body. A 2/3 majority vote of a quorum as defined in accord with the By-Laws, shall be required to depose a Pastor or Called Worker.
- iv. Should the occasion to depose a Pastor or Called Worker ever arise, the intended deposition shall be

announced by the Representative of Lay Ministry Team at regular divine services on the two Sundays preceding a special meeting of the Congregation Voting Members, called for that purpose. All Voting Members shall be notified by mail at least two weeks in advance.

ARTICLE VI ENDOWMENT FUND

Purpose and Description

There is a General Resurrection Endowment Fund to support the missions and objectives approved by the Church Council. Special Purpose Funds may be established within this structure to accommodate the wishes of donors contributing substantial amounts, generally five thousand dollars or more. The funds are invested in cash and securities in either a single institutional account or multiple accounts as determined by the Endowment Fund Committee. All Endowment fund accounts must be named "Resurrection Endowment Fund" with modifying terms following the word "Fund" as needed.

Donor Gifts, Use of Income, Capital Gains, and Restrictions on Withdrawal of Principal

- i. Donor gifts to all Endowment funds are accepted with the commitment that they will generate continuing long-term financial support for the missions of the church.
- ii. It is the intent of the congregation that all undesignated bequests and memorial gifts be directed to the General Endowment Fund.
- iii. Capital gains and income generated by the invested principal may be used for Resurrection Lutheran Church programs and ministries as recommended by the Endowment Committee and approved by the Church Council.
- iv. Principal amounts invested in The Resurrection Lutheran Church, General Endowment Fund may only be expended with approval of the Church Council and by majority vote in a Congregation Voters' Meeting.
- v. Special Purpose Endowment fund principal amounts may be expended from those funds under terms established by donors and accepted by the Endowment Committee.

Endowment Fund Committee

The Endowment Fund Committee will include the following voting members:

- i. A Chairperson, approved by Church Council, the Treasurer of the congregation
- ii. Up to three volunteer members from the congregation nominated by the Chairperson and approved by the Church Council.
- iii. Non-voting advisory members are the Senior Pastor and Congregation President. The committee reports to and is subject to the direction of the Church Council.

Investment Guidelines

The Endowment Fund Committee Chairperson and members will utilize recognized financial services firms and comply with approved investment guidelines.

- i. Investment decisions, allocation of funds and accounting practices will be managed by the Endowment Fund Committee voting members.
- ii. The Church Council retains overall directorship, legal and fiscal responsibility for the Resurrection Endowment Funds.

END