

## Revisions to the By-Laws of Concordia Lutheran Church

### Revision A.

Article I, para. B.2 was "This action shall be reported to the Church Council and Voters' Assembly." Is "This action shall be approved by the Church Council and reported to the Voters' Assembly."

Article II, para A.3 removed "(See Board of Elders Manual, or S.O.P.)"

Article II, para. A.5 was "A unanimous vote of the Voters' Assembly..." is "A three-fourths majority vote of votig member present at the Voters' Assembly ..."

Article II, para. B was "...three-fourths majority vote of the Voters' Assembly." is "...three-fourths majority vote of voting members in attendance at the Voters' Assembly."

Article III, para. E, deleted "2. Roll Call of Voting Members"

Article V was "...Officers shall be permitted to hold the same office for no more than two consecutive terms." Is "...Officers shall be permitted to hold the same office for no more than two consecutive terms unless additional terms are specifically approved by a simple majority of the Voters' Assembly on a case-by-case basis."

Article VI was "...a Secretary, a Treasurer, a Financial Secretary..." is "...a Secretary, a Treasurer/Financial Secretary...". Was "...Social Welfare..." is "Social Ministry..."

Article VII, para. B.1.g was "...sign, with the Elders..." is "...sign, with the Chairman of the Board of Elders..."

Article VII, para. B.2 was "The Secretary" is "The Council Secretary" (2 places)

Article VII, para. B.2.d was "...legal documents in behalf of..." is "legal documents on behalf of..."

Article VII, para. B.3 was "The Treasurer" is "The Financial Secretary/Treasurer" (2 places)

Article VII, para. B combined tasks for Treasurer and Financial Secretary

Article VII, para. B.3 remove item "a) Serve as chairperson of the Finance Committee. " Add subitems "1) is the primary signatory for all checks; " and "2) the Pastor is a secondary signatory if the Financial Secretary/Treasurer is not available to sign;"

Article VII, para. B.3.d was "...submit his records..." is "...submit his/her records..."

Article VII, para. B.3.f remove "...along with the Financial Secretary..."

Article VII, para. B.3.j remove subitem as it is now redundant to subitem f)

Article VII, para. B.5.d was "The Board Chairman will appoint someone to keep a permanent set of minutes from each meeting, and such minutes shall be the property of the congregation, a copy to be furnished to the Church Council." Is "The Board Chairman will report verbally in in writing to the Church Council, minutes from each meeting and such minutes shall be the property of the congregation."

Article VII, item 7, was "Annually organize Parish Planning Council". Is "Organize a Parish Planning Council as needed"

Article VIII, last paragraph was “..Meetings of the Church Council normally shall be open to all voting members of the congregation.” Is “...Meetings of the Church Council normally shall be open to all voting members of the congregation although Council meetings can be declared closed to the congregation members when matters of church discipline are being discussed.”

Article IX, para. A remove “Each administrative board shall be responsible for developing its Standard Operating Procedures, these to be ratified by the Church Council. These Standard Operating Procedures (SOP) are to be reviewed by each Board at least once a year and any proposed changes submitted to the Church Council for approval.” Remove “...Each administrative Board shall keep a permanent set of minutes of each meeting and such minutes shall be the property of the congregation.”

Article IX, para. B.1 remove “...The Board of Elders will appoint annually a Head Usher and Head Organist.”

Article IX, para. B.2 was “...The Board of Evangelism shall consist of at least five members...” is “...The Board of Evangelism shall strive to consist of at least three members...”.

Article IX, para. B.3 was “...The Board of Christian Education shall consist of at least five members...” is “...The Board of Christian Education shall strive to consist of at least three members...”.

Article IX, para. B.4 was “...The Board of Stewardship shall consist of at least five members...” is “...The Board of Stewardship shall strive to consist of at least three members...”. Was “...issuance of regular quarterly statements...” is “...issuance of regular annual statements...”. Replace “The Board of Stewardship shall appoint the Finance Committee and Audit Committee” with “...The Board of Stewardship members will review the Statement of Income and Expense by Account at the monthly Church Council meetings. The Council Secretary and Financial Secretary/Treasurer will conduct periodic internal audits and report back to the Board of Stewardship.”

Article IX, para. B.5 was “...The Board of Property Maintenance shall consist of at least three members...” is “... The Board of Property Maintenance shall strive to consist of at least three members...”.

Article IX, para. B.6 was “...Social Welfare...” is “...Social Ministry...”. Was “...The Board of Social Welfare shall consist of at least five members...” is “...The Board of Social Ministry shall strive to consist of at least three members...”

Article XI. Removed entire article dealing with Standard Operating Procedures.

End of document, added “Date changes were approved by LCMS-North Dakota District Board of Directors \_\_\_\_\_.” Date to be filled in after receipt of approval letter from ND BOD.