

C O N S T I T U T I O N  
Concordia Lutheran Church  
Jamestown, North Dakota

PREAMBLE

Whereas, according to the Word of God it is the duty of Christians

1. To preach the Gospel to the whole world (Mark 16:16, Matthew 28:18-20, Acts 1:8);
2. To fellowship with those who confess the true faith (Acts 2:42, Hebrews 10:24-25, 1 John 2:19, 1 Corinthians 1:10-11);
3. To endeavor to keep the unity of the Spirit in the bond of peace (Ephesians 4:3-6);
4. To administer the Office of the Keys as a body (Matthew 18:17, John 20:22-23);
5. To conduct all the internal and external affairs of such body "decently and in order" (1 Corinthians 14:40);

Therefore, we, a group of Lutheran Christians living in and near Jamestown, North Dakota, in agreement with the principles outlined above, declare ourselves united as a congregation and herewith accept and subscribe to the following Constitution and By-Laws, in accordance with which all the spiritual and material affairs of our congregation shall be governed.

ARTICLE I - NAME

The name of this congregation shall be Concordia Lutheran Church, located at Jamestown, North Dakota.

ARTICLE II - AFFILIATION

This congregation shall be affiliated with the Lutheran Church-Missouri Synod as long as this Synod remains true to the Word of God and the Lutheran Confessions as listed in Article IV of this constitution.

ARTICLE III - PURPOSE

The purpose of this congregation shall be to build and enlarge the Kingdom of God by the proclamation of the Word of God, by the administration of the Sacraments, by the Christian instruction of children, youth, and adults and by the provision for opportunities for growth in Christian living, according to the confessional standard of the Lutheran Church (Article IV).

ARTICLE IV - CONFSSIONAL STANDARD

- A. This congregation acknowledges and accepts all the canonical books of the Old and New Testaments as the revealed and inerrant Word of God, verbally inspired, and acknowledges and accepts all the Confessional Writings of the Evangelical Lutheran Church, contained in the Book of Concord of the year 1580, to be the true and genuine exposition of the doctrines of the Bible.

These Confessional Writings are:

- The three Ecumenical Creeds (Apostles', Nicene, Athanasian),
- The Unaltered Augsburg Confession,
- The Apology of the Augsburg Confession,
- The Smalcald Articles,
- Luther's Large and Small Catechisms,
- The Formula of Concord.

- B. No doctrine or practice in conflict, or inconsistent, with the above norms of our faith and life shall be taught or tolerated in this congregation.

#### ARTICLE V - MEMBERSHIP

##### A. Baptized Membership

Baptized members are those:

1. Who are baptized in the name of the Father, Son and Holy Spirit.
2. Whose parents (or guardians) have placed the spiritual growth of the baptized member in the care and keeping of this congregation

##### B. Communicant Membership

Communicant members are those:

1. Who are baptized in the name of God the Father, Son, and Holy Spirit.
2. Who accept all canonical books of the Old and New Testaments as the only divine rule and standard of faith and life;
3. Who are familiar at least with Luther's Small Catechism and declare their acceptance of it;
4. Who study the Word of God diligently;
5. Who worship the Triune God faithfully and regularly;
6. Who lead Christian lives and do not live in manifest works of the flesh (Galatians 5:19-21);
7. Who partake of the Lord's Supper frequently after their confirmation;
8. Who contribute regularly and faithfully, as God has prospered them toward the building of Christ's Kingdom in the congregation and throughout the world;
9. Who devote their time and talents to the extension of the congregation;
10. Who for the sake of love and peace, submit to the decisions of the congregation;
11. Who permit themselves to be fraternally admonished and corrected (Matthew 18) when they have erred;
12. Who are not members, affiliates, or supporters of an organization whose purposes, principles, or practices conflict with the Word of God.

##### C. Voting Membership

Voting membership shall be conferred upon such communicant members as have reached the age of eighteen years, have been received as voting members by resolution of the Voters' Assembly.

Women have voting membership in the congregation and serve as officers and as members of boards and committees as long as these positions are not directly involved in the specific function of the pastoral office (preaching, the public administration of the Sacraments, church discipline) and as long as this service does not violate the order of creation (usurping authority over men). Accordingly, they shall not serve as pastor or as a member of the Board of Elders, or as Chairman of the Congregation.

#### ARTICLE VI - POWERS OF THE CONGREGATION

##### A. General

The congregation as a body, through the voting members, shall have supreme power to administer and manage all its external and internal affairs. The establishment and conduct of all institutions, organizations, and societies within the congregation shall be at all times subject to the approval and supervision of the congregation. The congregation, however, shall not be empowered to decide any matters contrary to the Word of God and the Confessions of the Lutheran Church (Article IV) and any such decision shall be null and void.

#### B. Right of Calling

The right of calling pastors and teachers or other full-time church workers shall be vested in the congregation. The congregation shall exercise this right only through its voting members.

#### C. Decisions

Matters of doctrine and conscience shall be decided by the Word of God. Other matters shall be decided by the voting members by a majority vote of those voting members present at the voters' meeting, unless other-wise specified by the Constitution or by-laws.

#### D. Powers of Officers

Congregational officers and committees, whether elected or appointed, shall have no authority beyond that which has been conferred upon them and whatever power may have been delegated to them may at any time be altered or revoked by the voting members.

#### E. Removal from Office

Any officer, pastor, teacher, or other church worker, may be removed from office or position by the congregation by a three-fourths ballot vote of those voting members present at the voters' meeting, in Christian and lawful order, for one of the following causes: persistent adherence to false doctrine, scandalous life, or inability to perform his or her official duties or persistent and willful neglect of them.

### ARTICLE VII - PROPERTY RIGHTS

If at any time a separation should take place within this congregation, the advice of the officers of District and Synod shall be sought. If, despite all efforts to compose differences in peace and love, a division into factions of the congregation shall occur, the property of the congregation and all benefits therewith connected shall remain with those communicant members who continue to adhere in confession and practice to Article IV of this Constitution. If the division takes place for some other reason, the property shall remain with the majority of the communicant Members. In the event the congregation should totally disband, the property and all rights connected therewith shall be transferred to the North Dakota District, Lutheran Church-Missouri Synod.

### ARTICLE VIII - OFFICERS

The officers of this congregation shall be such officers, boards, or committees as the by-laws of this Constitution may prescribe.

### ARTICLE IX - OFFICES OF PASTOR, TEACHER, OR OTHER PROFESSIONAL CHURCH WORKER

The pastoral office of this congregation shall be conferred only upon such ministers and ministerial candidates as:

- A. Declare their acceptance of, and adherence to, all the canonical books of the Old and New Testaments as the inspired Word of God, and all the confessional writings of the Evangelical Lutheran Church as enumerated in Article IV of this Constitution;
- B. Possess in sufficient measure the qualifications of a minister of the Gospel as prescribed in the Scriptures;
- C. Have been declared qualified by the Lutheran Church-Missouri Synod;
- D. Are properly called by the congregation in a regular or special meeting.

In the absence of adequate cause for dismissal, as defined in the by-laws of this congregation, the tenure of office of a called or elected pastor or church worker shall be the remainder of his active life, or until the Lord calls him into

another field of service,

All of this applies also in its due measure to any other professional church worker which the congregation might call.

ARTICLE X - DOCTRINAL LITERATURE

All literature used for devotional and religious educational purposes (such as agenda, liturgical forms, prayers, hymns, books of instruction, etc.) shall be in agreement with the confessional standard set forth in Article IV of this constitution and with sound Lutheran practices.

ARTICEL XI - BY-LAWS

This congregation may adopt such by-laws as may be required for the accomplishment of its purpose.

ARTICLE XII - AMENDMENTS TO THE CONSTITUTION

A. Unalterable Articles

Articles II, IV, VII, IX, and X of this Constitution shall be unalterable and irrepealable.

B. Amendments

Amendments to this Constitution may be adopted at a regular meeting of the voting members, provided:

1. That they do not conflict with the confessional standard of the congregation as stated in Article IV of the Constitution, or with any other article or section thereof that pertains to Scriptural doctrine and practice; and
2. That the proposed amendment has been submitted in writing at a previous meeting of the voting members; and
3. That the proposed amendment has been read to the congregation assembled for worship on at least one Sunday prior to its presentation for adoption.

The affirmative vote of a three-fourths majority of the voting members present at the meeting shall be required for the adoption of an amendment.

Date changes were approved by LCMS-North Dakota District Board of Directors \_\_\_\_\_

## B Y - L A W S

ARTICLE I - MEMBERSHIP

## A. Baptized Membership

1. All those baptized in this congregation shall be considered baptized members of the congregation.
2. Persons coming with evidence of valid Baptism shall be received into baptized membership by the pastor (and elders), whose action is to be approved in a subsequent meeting of the Church Council and/or Voters' Assembly.

## B. Communicant Membership

1. By Confirmation. All who are received by this sacred act become communicant members.
2. By transfer. Persons coming with a communicant letter of transfer from a congregation in church fellowship, provided they conform in all respects to the requirements of membership of this congregation, shall be received and approved by the Pastor and Board of Elders. This action shall be approved by the Church Council and reported to the Voters' Assembly.
3. By profession of faith. Other persons shall submit their application to the Pastor or an elder; and having given satisfactory evidence of qualification for communicant membership to the Pastor and Board of Elders, they shall be received as communicant members.
4. By reaffirmation. Any person whose membership has been terminated for one reason or another may be reinstated into membership upon satisfactory evidence that he is penitent and willing to change from the error of his ways. Such reaffirmation is to be recommended by the Board of Elders, approved by the Church Council or Voters' Assembly and reported to the congregation.

## C. Voting Membership

1. Reception. All communicant members who have attained their 18<sup>th</sup> birthday and who have signed the Constitution and its By-Laws shall be eligible to vote. Those members who have held voting status for at least one year shall be eligible to hold an office in the congregation.
2. Privileges and Duties of Voting Members.  
It shall be the privilege and duty of a voting member of this congregation to:
  - a) Conscientiously and prayerfully exercise his/her right of suffrage in all measures that will advance the work of Christ's Kingdom both locally and in the church-at-large.
  - b) Willingly serve in any office or capacity for which his/her talents and abilities equip him/her.
  - c) Faithfully attend all congregational meetings.
  - d) Assist with wholehearted diligence in administering the temporal and spiritual affairs of the congregation.

ARTICLE II - DISCIPLINE IN THE CONGREGATION

All discipline in this congregation shall be administered in accordance with the order of discipline laid down in Matthew 18:15-20 and other related New Testament passages. Church discipline shall be carried out under the direction of the Pastor and Board of Elders.

## A. Communicant Membership - Termination

## 1. Transfers.

A member desiring transfer to another Lutheran congregation with whom

we are in fellowship shall apply to the Pastor. Upon approval by the Pastor and the Board of Elders, a letter of transfer shall be issued by the Pastor. The Board of Elders shall report all transfers to the congregation via Church publications and to the Church Council and/or Voters' Assembly at the next regular meeting of that body.

2. Joining other Churches,

In cases where communicant members of this congregation have joined a congregation with which we are not in fellowship, they shall, upon the decision of the Pastor and the Board of Elders, be deemed to have terminated their membership in this congregation, forfeiting all rights and privileges of such membership. Their name(s) shall be removed from the membership roster of the congregation.

3. Moved away.

Anyone leaving the community to establish residence elsewhere is encouraged to transfer to a sister congregation as soon as possible. Should such a transfer request not be received after a year has elapsed, the Board of Elders shall continue to pursue the matter until resolved

4. Whereabouts Unknown.

The names of members whose whereabouts are unknown and cannot be established within a reasonable time shall be removed from the membership list of the congregation. Such membership is terminated and shall be reported as such to the regular meeting of the Church Council or Voters' Assembly.

5. Excommunication and Self-exclusion.

Any member who conducts himself/herself in an unchristian manner, or shows improper regard for Word and Sacrament, shall be admonished according to Matthew 18:15-20. If he/she refuses to amend his/her sinful life after proper admonition, he/she shall be excommunicated. The first steps of discipline are to be carried out by the Pastor and Board of Elders, who are to have guidelines established in accordance with Scripture on these matters.

When the Board of Elders has carried through to the final step without success, the matter is to be brought before the Voters' Assembly for the final dispensing of the case. Every step shall be taken in love in order to win back the person being disciplined. When all attempts have failed, it is the duty of the Voters' Assembly to excommunicate or announce self-exclusion. The individual concerned must be notified in person or by certified mail when his/her case is to come before the Voters' Assembly, so that he/she may have the opportunity to be heard. The person is to be notified again after the meeting, personally or by certified mail, regarding the Assembly's decision in the matter. A three-fourths majority vote of voting members present at the Voters' Assembly shall be required for every self-exclusion or excommunication. Excommunication or self-exclusion terminates a membership until such a time that the individual may repent and reapply for membership by reaffirmation.

B. Provisions Pertaining to Church Officers and Other Elected or Appointed Personnel. Any elected or appointed office holder of the congregation who willfully neglects the duties of his/her office may be deposed by a three-fourths majority vote of voting members in attendance at the Voters' Assembly. The Board of Elders shall initiate such disciplinary action. When an office is made vacant by deposition, resignation, death, or excommunication of the incumbent, a successor shall be appointed by the Church Council.

C. Provisions Pertaining to Pastors and Full Time Church Workers. Sufficient grounds for deposing a Pastor or duly called or contracted churchworker 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. Charges on any of these counts shall be carefully investigated by the Board of Elders, or, in the case of a teacher or Director of Christian Education, by the Board of Elders in concert with the Board of Education. Should such charges be substantiated by clear evidence, the individual shall first be given an opportunity to resign his position in the congregation. Such opportunity having been given and declined, the above mentioned Board or Boards shall, after consultation with the appropriate officers of the North Dakota District, notify the congregation of the situation, and shall submit the matter for action at a special meeting of that body. A three-fourths majority vote of the Voting members present shall be required to depose a pastor or teacher.

Should the occasion to depose a pastor or other church worker ever arise, the intended deposition shall be announced by the Board of Elders at regular devine services on the two Sundays preceding a special meeting of the congregation called for that purpose. All voting members shall be notified by mail at least two weeks in advance.

### ARTICLE III - MEETINGS OF THE VOTERS' ASSEMBLY

#### A. Regular Meetings

Regular meetings of the Voters' Assembly shall be held Quarterly.

#### B. Annual Meeting

The Annual Meeting of the Voters' Assembly shall be held in October.

#### C. Special Meetings

1. Special meetings of the Voters' Assembly may be called by the pastor, the president, or a majority of the Church Council,
2. Upon petitions of five percent (5%) of the Voting membership of the congregation, the President of the congregation must call a meeting of the entire Voters' Assembly to consider the issue presented by the petitioners.
3. Special meetings of the Voters' Assembly shall be called by the President of the congregation when a Pastor or a full-time church worker is to be called to the congregation, or when a call received by the Pastor or full-time church worker is to be considered.

#### D. Meeting Announcements

Every regular Voters' Assembly shall be announced at least a week prior to the meeting. Special meetings shall be announced in the best possible manner. Whenever a meeting has been thus announced and a quorum of members is in attendance, it shall be considered a properly convened and legal meeting capable of transacting business,

#### E. Order of Business at Regular Meetings

Regular meetings of the congregation shall proceed as follows:

1. Scripture reading or Opening Devotion.
2. Reception of new voting members.
3. Minutes of previous meeting(s), including special meetings.
4. Treasurer's reports.
5. Reports of administrative Boards.
6. Reports from committees of the Voting membership.
7. State of the Parish report by Pastor.
8. Report by other full-time church workers,
9. Unfinished business.
10. New business.
11. Adjournment.

The president may, with the consent of the Voters' Assembly, vary the above

order in the interest of efficiency. In general, for purposes of order, Roberts' Rules of Order shall prevail.

#### F. Quorum

Ordinarily, the voters present at a properly called meeting shall constitute a quorum to do business. However, for amending the Constitution, for the purchase of property, for the erection of buildings, or for the removal from office of a called Pastor or church worker, a majority of all voting members shall be required for a quorum. In the absence of a majority, those present may fix the date for an adjourned meeting for which at least five days written notice shall be given. The members who are present at such adjourned meeting shall constitute a quorum. Any voting member forfeits his/her right to vote by failure to attend.

In the event of a tie vote, the President shall cast the deciding ballot.

### ARTICLE IV - CALLING OF PASTORS AND OTHER CHURCH WORKERS

#### A. Procedure for securing a Pastor or other Church Worker

After consultation by the Board of Elders with the President of the North Dakota District or his representative, candidates for the pastoral office shall be proposed at the next regular meeting of the Voters' Assembly or at a special meeting called for that purpose. (In the case of some other church worker, another Board may be involved in consulting the appropriate District representative and shall present a list of candidates in the same manner as described above.)

The names of candidates for the office of Pastor or other called worker shall be publicly announced at least the Sunday prior to the meeting at which the call is to be extended. Additional candidates may be proposed by any voting member and added to the list; however, if the calling is to take place at that meeting, voters are to restrict themselves to those candidates on whom information has been received from the District President, so that the same type of information is available on all candidates. The voters shall elect one of the proposed candidates by ballot. The candidate receiving the majority of all votes cast shall be considered elected. It shall be the duty of the President to see that notice of this election is delivered promptly to the candidate in whatever manner the voting membership shall deem advisable.

#### B. The Pastoral Office - Duties

The duties of the pastor shall be as specified on the call document provided by the Circuit Counselor and as may be further defined by the Board of Elders, subject to the approval of the Voters' Assembly.

#### C. The Office of Other Church Workers

The duties shall be as defined by the Board under whose jurisdiction the person would work and the Pastor, subject to the approval of the Voters' Assembly.

### ARTICLE V - ELECTION OF CONGREGATIONAL OFFICERS

A nominating committee appointed by the Church Council (or President) shall present a slate of candidates at the October meeting of the Voters' Assembly. The slate proposed by the nominating committee shall consist of at least two names for each office (if possible). Additional nominations may be made from the floor. The annual election shall be by ballot and shall take place at the October meeting. The officers-elect shall assume their respective duties on January 1, of the following year. In the event of a vacancy in any office, the Church Council shall appoint a successor to serve until the next annual election. 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 vote of the Voters' Assembly on a case-by-case basis. Officers shall be



elected for the terms specified in these By-Laws and shall hold office until their successors shall have been elected and qualified.

#### ARTICLE VI - OFFICERS

The elected officers of this congregation shall be: a President, a Secretary, a Financial Secretary/Treasurer; and the chairman of each Board responsible for a specific area of Kingdom work in the congregation, such as Board of Elders, Christian Education, Evangelism, Stewardship, Property Maintenance (Trustees), Social Ministry, etc. All officers shall be voting members of the congregation.

#### ARTICLE VII- TERMS AND DUTIES OF OFFICERS

##### A. Terms of Officers

Officers and Board Chairmen shall be elected for one year terms.

##### B. Duties of Officers

###### 1. The President

The President shall:

- a) Preside at all meetings of the Voters' Assembly and Church Council;
- b) appoint committees as authorized by the By-Laws, Voters' Assembly or Church Council;
- c) to the best of his ability, enforce the Constitution and By-Laws of the congregation and carry out the expressed will of the congregation as embodied in the resolutions of the Voters' Assembly;
- d) encourage Church Council members to meet their responsibilities and to carry out whatever action the Church Council takes;
- e) sign, with the secretary, all legal documents ~~in~~ on behalf of the congregation subject to the resolutions of the congregation;
- f) be an ex-officio member of all boards together with the Pastor;
- g) sign, with the Chairman of the Board of Elders, all calls and credentials for delegates to Synodical and District conventions.

###### 2. The Council Secretary

The Council Secretary shall:

- a) Record and keep accurate permanent minutes of meetings of the Voters' Assembly and Church Council;
- b) keep a register of all members attending each meeting of the Voters' Assembly and Church Council;
- c) have duplicated copies of the minutes prepared no later than by the time of the next Church Council or Voters' Assembly;
- d) sign, with the President, all legal documents on behalf of the congregation subject to the resolutions of the congregation;
- e) conduct correspondence authorized by the Voters' Assembly and/or the Church Council;
- f) keep a master record of all standing motions and amendments to the Constitution and By-Laws of the congregation;
- g) perform such other duties as may be delegated to him or her;

###### 3. The Financial Secretary/Treasurer

The Financial Secretary/Treasurer shall:

- a) Pay all bills authorized by the congregation, giving priority to prompt payment of salaries;
  - 1) is the primary signatory of all checks;
  - 2) the Pastor is a secondary signatory if the Financial Secretary/Treasurer is not available;

- b) submit a report at each Church Council and Voters' Assembly which shall show the treasury balance on hand and accounts outstanding;
  - c) after the end of the fiscal year, submit his/her records for audit before the end of each January;
  - d) keep accurate records of the receipts and disbursements of the congregation in books which shall be and remain the property of the congregation;
  - e) be bonded in such amounts as the Church Council shall determine. The cost of such bonds shall be borne by the congregation.
  - f) have duplicated copies of receipts and disbursements for the year prepared for each Church Council and Voters' Assembly;
  - g) supervise the counting and recording of Collections and all other receipts;
  - h) see that at no time congregation monies are handled by one person alone;
  - i) deleted
  - j) after the end of the fiscal year, submit his/her records for audit before the end of each January.
4. The Board Chairmen.
- a) Each Board Chairman shall be responsible for the carrying out of duties and responsibilities delegated to his/her board.
  - b) The Board Chairman is a member of the Church Council and shall be responsible for reporting on activities of the Board to the Church Council and Voters' Assembly.
  - c) The Board Chairman will set dates for his/her Board to meet and be responsible for the assignment of duties to Board members.
  - d) The Board Chairman will report verbally or in writing to the Church Council, minutes from each meeting, and such minutes shall be the property of the congregation.
  - e) The Board Chairman will suggest to the Church Council persons to be appointed to his/her Board

#### ARTICLE VIII - THE CHURCH COUNCIL

The Church Council shall consist of the elected officers and Board Chairmen of the congregation listed under Article VI of these By-Laws, plus the Pastor of the congregation and any other called workers of the congregation. It shall be the specific functions of the Church Council to:

1. Serve as the point of liaison between the pastor, called workers, officers, and the various administrative Boards in planning the total work of the congregation.
2. Settle jurisdictional disputes between the several administrative boards.
3. Prepare the agenda for the meetings of the Voters' Assembly.
4. Set the dates and times for the Voters' Assembly.
5. Appoint the Nominating Committee as required and at the time required plus any other committees assigned to it.
6. Fill unexpired terms or shortages of personnel by appointment.
7. Organize a Parish Planning Council as needed.
8. Ratify appointments to Boards and Committees.

The Church Council shall normally meet monthly. Additional meetings may be called by the President of the congregation and/or the Pastor as required.

The Church Council will serve as the administrative body between meetings of the Voters' Assembly. It shall also function as a forum where the activities of the administrative boards may be discussed, evaluated, and coordinated, and where all such activities may be integrated into an overall congregational program. The Church Council shall be available at all times for any additional functions which the congregation may wish to confer upon it.

The Church Council shall keep a permanent set of minutes for each meeting and such minutes shall be the property of the congregation. 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 - ADMINISTRATIVE BOARDS

##### A. General Duties and Meetings

The time and frequency of Board meetings shall be at the discretion of the Chairman of the Board and the Board members, except for good and sufficient reason, either the President of the congregation, the Pastor, or a called worker may call a meeting of the Board at any time,

The Board, through its Chairman, shall report on its activities at each regular meeting of the Church Council or Voters' Assembly.

Each Board of the church shall submit a budget request to the Board of Stewardship for preliminary approval no later than September 10th each year. The final church budget for each year shall be set at the January meeting of the Voters' Assembly when projected level of support for the church has been evaluated.

##### B. Constituency and Basic Objectives of the Various Boards

###### 1. Board of Elders

The Board of Elders shall consist of approximately one elder for every twenty-five families in the congregation.

An Elder's term of office shall consist of three years, one-third of the Board to be elected each year.

The basic objectives of this Board are the spiritual welfare of the congregation, including the Pastor, other called workers, and individual members, and the supervision of everything pertaining to congregational worship.

The Board of Elders shall be responsible for maintaining an official membership list of the congregation.

The Chairman of the Board of Elders shall act as Chairman of the congregation in the absence of the President.

###### 2. Board of Evangelism

The Board of Evangelism shall strive to consist of at least three members, including the elected Chairman of the Board. Their term shall be for one year, each member being appointed annually.

The basic objectives of this Board are the bringing of the Gospel to the unchurched, the enlistment of all of God's people in the work of spreading the Gospel, the deepening of the faith and activity of the members of this congregation, and proper soul accounting at all times.

###### 3. Board of Christian Education

The Board of Christian Education shall strive to consist of at least three members, including the elected chairman of the Board. Their term shall be for one year, each member being appointed annually.

The basic objectives of this Board are to plan and administer the total education program of the congregation, to determine policies and to select personnel for the various agencies, and to direct and supervise the entire educational program of the congregation. Included in this supervision shall be the Sunday School, Vacation Bible School, Youth societies, and other societies as the Church Council may determine.

###### 4. Board of Stewardship

The Board of Stewardship shall strive to consist of at least three members, including the elected chairman of the Board. Their term shall be for one year, each member being appointed annually. The basic objectives of this Board are to initiate programs for the development of good stewardship attitudes in the members of the congregation in regard to time, talents, and treasures, to provide for the training and utilization of members of the congregation for the work of Christ's Kingdom, and to ensure the financial stability of the congregation and its work through a developed program of dedicated, proportionate, first-fruits giving, and be responsible for the purchase and distribution of offering envelopes,

The Board of Stewardship shall be responsible for issuance of regular annual statements to members, showing their offerings to date.

The Board of Stewardship shall submit a proposed budget to the October Council meeting for tentative preliminary approval.

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.

5. The Board of Property Maintenance (Trustees)

The Board of Property Maintenance shall strive to consist of at least three members, including the elected chairman of the Board. Their term shall be for one year, each member being appointed annually.

The basic objectives of this Board are the proper maintenance and repair of church property, the representation of the congregation in all legal matters, and general protection of the congregation against loss or damage of whatever nature.

6. Board of Social Ministry

The Board of Social Ministry shall strive to consist of at least three members, including the elected chairman of the Board. Their term shall be for one year, each member being appointed annually

The basic objectives of this Board are to concern itself with works of loving service, help meet special human needs in this community and elsewhere, and increase opportunities for good works in our Lord's name.

ARTICLE X - COMMITTEES

The congregation shall appoint other committees as needed to carry out the work of the congregation.

ARTICLE XI - MANUAL (Removed)

ARTICLE XII - AMENDMENTS

These By-Laws may be amended at any meeting of the Voters' Assembly by a simple majority vote, provided:

- A. That a motion to amend has been made at a regular meeting of the Church Council or Voters' Assembly.
- B. That, at least fourteen days in advance, the entire voting membership has been advised of the nature of the proposed changes and of the date of the meeting at which the proposed amendment is to be acted upon.

All amendments to the By-Laws as well as to the Constitution shall be recorded in the official copy of the Constitution and By Laws in the possession of the current Secretary of the congregation.

Date changes were approved by LCMS-North Dakota District Board of  
Directors \_\_\_\_\_