

Redeemer's Constitution and ByLaws

Redeemer's Constitution

ARTICLE I

Name

The name of this Congregation shall be
LUTHERAN CHURCH OF THE REDEEMER.

ARTICLE II

Purpose

The purpose of this Congregation shall be to seek the honor and glory of God, to carry out His will, to manifest the unity of our faith in Jesus Christ as God and Savior, to spread the kingdom of God and to foster Christian fellowship and love, by the preaching of the Word of God, by the administration of the Sacraments, and by the religious instruction of all its members, according to the confessional standard of the Evangelical Lutheran Church (Article III).

ARTICLE III

Doctrinal Standard

This Congregation accepts and acknowledges 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, contained in the Book of Concord, as the true and sound exhibition of Christian doctrine taken from, and in full agreement with, the Holy Scriptures. In this Congregation no doctrine shall be taught or tolerated which is at variance with these doctrinal teachings of the evangelical Lutheran Church, namely:

- (1) The three Ecumenical Creeds:
 - The Apostolic
 - The Nicene
 - The Athanasian
- (2) The Unaltered Augsburg Confession
- (3) The Apology (Defense) of the Same
- (4) The Smalcald Articles
- (5) Luther's Large and Small Catechism
- (6) The Formula of Concord

According to this form of doctrine, all doctrinal controversies which may arise in the Congregation shall be decided and adjusted.

ARTICLE IV

Membership

SECTION A

1. Membership in the Congregation shall be limited to those who:
 - (a) Are baptized;
 - (b) Declare their adherence to all canonical books of the Old and New Testaments as the only divine seal and rule of faith and life;
 - (c) Accept the doctrinal standards of Article III of this Constitution, are familiar at least with the contents of Luther's Small Catechism;
 - (d) Do not live in manifest work, of the flesh (Gal. 5:19-21) but lead Christian lives;
 - (e) Together with the Congregation partake of the Lord's Supper with due frequency;
 - (f) Permit themselves to be fraternally admonished and corrected when they err;
 - (g) And are not members of any Anti-Christian society.

2. It shall be the duty of every member of this Congregation to contribute according to his ability toward the maintenance of the Church, and in general to assist in bearing the burden of the Congregation.
3. It shall be the duty of such members of this Congregation as have the parental care of unconfirmed children incumbent upon them to provide for their proper training in pure Christian doctrine.
4. No one can be and remain a member of this Congregation, or hold office in the same, or enjoy and exercise the rights and privileges of a member, but such as adhere to Article III and Article IV.A.1.

SECTION B-RECEPTION OF MEMBERS

Members shall be received into this Congregation by rite of Confirmation, by letter of transfer from a sister congregation or by application to the Congregation made known to the pastor by profession of faith. All such applicants shall be formally received into membership at ceremonies during a public worship service.

SECTION C-REMOVAL FROM MEMBERSHIP

1. A member desiring a release to a sister congregation shall apply to the Pastor for the release. The Senior Pastor may, at his discretion, issue the letter of transfer. In those instances where the Pastor feels that a letter of transfer should not be issued, reasons therefore shall be presented to Church Council for final decision.
2. Adherence to false doctrine, to offensive life or to neglect of the means of Grace by members of this Congregation is cause for discipline.
3. When a member of this Congregation, after fruitless admonition is in various grades prescribed by the Word of God (Matt. 18:15-20), where the observance of such grades of admonition has been possible, shall have been expelled from the Congregation, such excommunicated persons shall then have forfeited all rights of a member of this Congregation, and all claim upon the property of the Congregation as such or upon any part thereof. The same shall hold also with reference to such members as have refused to submit to church discipline and thus excommunicated themselves; as also of those who may sever their connection with the Congregation by removal to another place of residence. The right of excommunication or removal from the Congregation is solely that of the Congregation.

SECTION D-VOTING MEMBERSHIP

1. All members of this Congregation who have attained their 21st year shall be entitled to vote subject to the provisions of the Bylaws.
2. Only communicants who have reached their 25th year may serve on the Church Council and as President or Vice-President of the Congregation.

ARTICLE V

Authority of the Congregation

1. The Church Council shall be the governing body of the Congregation and shall be empowered to administer and manage all its affairs. The establishment and conduct of all organizations and societies within the Congregation shall be subject to the approval and supervision of the Church Council.
2. The Church Council is subject to the Congregation and is required to make reports to the annual meeting of the Congregation.
3. The right of choosing and calling ministers and parish school teachers, and of electing all the other officers of the Congregation, shall be vested in the Congregation. It shall never be delegated to an individual or to a minor body within the Congregation.
4. All matters of doctrine of conscience shall be decided only by the Word of God and require unanimity for a final decision.

ARTICLE VI

Pastor, Teachers, and Officers of the Congregation

SECTION A-ELECTION OF A PASTOR AND TEACHER

1. The Pastoral office in this Congregation shall be conferred upon such ministers or candidates only as profess their acceptance of the adherence to all the canonical books of the Old and New Testaments as the inspired Word of God, and all the Confessions of the Evangelical Lutheran Church enumerated in Article III of this Constitution. Pastors as well as teachers shall be pledged to faithful adherence to the Word of God and the confessions of the Lutheran Church. They shall be obligated to the duties outlined in their Call.
2. Candidates for the office of Pastor may be nominated by any member of the Congregation as outlined in Bylaws Article IV.

SECTION B-REMOVAL OF A PASTOR, TEACHER, OR OFFICER FROM OFFICE

1. Any Pastor, teacher or officer may be removed from office by the Congregation by a 2/3 majority ballot vote, in Christian and lawful order, for one of the following reasons:
 - Persistent adherence to false doctrine
 - Scandalous life
 - Willful neglect of duties
2. The Congregation may request the resignation of any Pastor, teacher or officer from his position in the Congregation in the case of prolonged incapacity or general incompetence.
3. No action shall be taken against a Pastor, save under the advice and guidance of the proper synodical officials, namely, the Counselor and the District President.

ARTICLE VII

Division

1. If at any time a division should take place on account of doctrine, the property of the Congregation and all benefits connected therewith shall remain with those communicant members who continue to adhere in confession and practice to Article III and Article IV.A.1.
2. If division takes place for any other reason, the property shall remain with the majority of the communicant members.

ARTICLE VIII

Officers

1. The officers of this Congregation shall be such officers, boards, or committees as the Bylaws may prescribe.
2. Congregational officers or committees, whether elected or appointed, shall have no authority beyond that which has been conferred upon them, and whatever authority may have been delegated to them may at any time be altered or revoked.

ARTICLE IX

Changing the Constitution

SECTION A-UNALTERABLE ARTICLES

Articles II, III, IV.A.1 and IX of this Constitution shall not be subject to change or repeal.

SECTION B-AMENDMENTS

Amendments to this Constitution may be adopted at a regular congregational meeting, provided:

1. That they do not conflict with the provisions laid down in Article III or with any section of any article that pertains to Scriptural doctrine and practice, and
2. That the proposed amendment has been submitted in writing by any communicant member of the Congregation and read at a previous congregational meeting and published prior to the meeting at which the proposed amendment will be acted upon.
3. That an affirmative vote of a 2/3 majority of the voters present shall be required for the adoption of an amendment.

Bylaws

ARTICLE I

Duties of Communicant Members

Duties of communicant members shall be to:

1. Strive to fulfill the purpose of the Congregation as stated in Article II of the Constitution;
2. Inform themselves of the doctrinal teachings of the Church as listed in Article III of the Constitution;
3. Attend divine services regularly;
4. Partake of the Lord's supper regularly;
5. Contribute according to their abilities toward the maintenance of the Church;
6. Assist in bearing the burden of the Congregation;
7. Provide that all children in their parental or guardian care be given full Christian training;
8. Uphold the Constitution to the extent of their abilities;
9. Serve the Church cheerfully as their services are necessary;
10. Strive to win souls for the Kingdom of God through personal mission activity.

ARTICLE II Congregational Meetings

2.1. Annual Meetings. The Congregation shall hold an annual meeting during the last quarter of the fiscal year or the first month of the next fiscal year. At the annual meeting, the Congregation shall elect officers and members of the Leadership Team, receive a report on the Congregation's financial condition, approve a budget for the next fiscal year, and conduct such other business as is properly before the Congregation.

2.2. Special Meetings. The Congregation may hold special meetings to conduct any business as is properly before the Congregation. The President and the Congregation shall have the power to call special meetings. The procedure by which the Congregation may call a special meeting is as follows: At least five percent of the current communicant membership must submit a petition for a special meeting to the President. The President shall examine the petition, and if he determines that the petition is valid, he shall set a date and time for the special meeting no more than 30 days after the determination.

2.3. Notice of Meetings. Written notice to the entire Congregation shall precede each Congregational meeting by not fewer than ten nor more than 60 days. Notice by email and by placing an announcement in the church bulletin or other church publication is considered written notice.

2.4. Quorum. The voting membership present constitutes a quorum.

2. Section 2.3: Notice of Meetings. Written notice to the entire Cong'n shall proceed each Congregational meeting by not fewer than 10 nor more than 60 days.

ARTICLE III

Voting Eligibility

Any communicant member who has reached the age of 18 has the privileges of voting membership except as prohibited by current synodical practices.

ARTICLE IV

Calling of a Pastor or Qualified Lay Minister

4.1. The Pastoral Committee. The President shall select a Pastoral Committee to bring before the Congregation names of candidates for the office of Pastor. The Pastoral Committee shall consist of the President, the Board of Elders, and at least three other communicant members. The Pastoral Committee may appoint from its membership a Call Committee to which the

Pastoral Committee may delegate all duties except the selection of a candidate or candidates whose name(s) it will submit to the Congregation for approval.

- 4.2. Solicitation of Candidate Names. The Pastoral Committee shall solicit names of potential candidates from communicant members of the Congregation, from the appropriate synodical administration and from other appropriate sources.
- 4.3. Procedure for Selecting Candidates. The Pastoral Committee shall determine the procedure by which it selects a candidate or candidates whose name(s) it will submit to the Congregation for approval.
- 4.4. Congregational Meeting. When the Pastoral Committee has selected a candidate or candidates, the President shall call a special Congregational meeting for the purpose of calling a pastor. The Pastoral Committee shall provide the Congregation with pertinent information on the candidate(s) no less than two weeks before the meeting. The Pastoral Committee shall provide details of the procedure by which it selected the candidate or candidates to the voting members attending the Congregational meeting.
- 4.5. Procedure for Disqualifying Candidates. A voting member may seek to have a candidate disqualified from consideration at the Congregational meeting by stating objections in writing to the President no less than one week before the Congregational meeting. The President shall expeditiously arrange for a complete and discreet investigation of the objections. The President shall discuss the results of the investigation with the objecting member before the Congregational meeting. The objecting member must then declare whether or not the objecting member will raise the objections at the Congregational meeting. If the objecting member declares that he or she will so raise the objections, then the President shall, before the Congregational meeting, ask the Pastoral Committee to consider withdrawal of the candidate's name.
- 4.6. Voting Procedure. The vote to approve a candidate shall be by written ballot. A candidate must receive at least two-thirds of the votes cast to be approved. Upon approval, the presiding officer shall request a unanimous rising vote in favor of extension of a call. After the conclusion of such vote, the presiding officer shall arrange for the destruction of the ballots.
- 4.7. Calling of a Qualified Lay Minister. The procedure for the calling of a qualified lay minister shall be the same as that for the calling of a Pastor, except that the Pastoral Committee shall be known as the Lay Minister Committee.

ARTICLE V

Nomination and Election of Officers and Members of the Leadership Team and Board of Elders

- 5.1. Nomination. A committee of from three to five voting members shall nominate candidates for officers and members of the Leadership Team and the Board of Elders. The President shall select the members of the nominating committee, subject to the constraint that membership shall include the President or Vice President, at least one member of the Board of Elders, and at least one member of the professional staff. Any voting member may nominate additional candidates by submitting a written nomination to the nominating committee one month before the election. With the approval of two-thirds of the voting members attending the election meeting, voting members may nominate additional candidates at the election meeting. The Vice President shall be considered the prime candidate for President when the President's term of office has expired.
- 5.2. Election. Election of officers and members of the Leadership Team and Board of Elders shall be held at the annual meeting of the Congregation. The candidates receiving the highest number of votes shall be elected.
- 5.3. Resignation. Any officer or member of the Leadership Team or Board of Elders may resign at any time by giving written notice to the President or the Secretary.
- 5.4. Vacancies. The Leadership Team may fill any vacancy among the officers or on the Leadership Team or the Board of Elders for the balance of the unexpired term.

ARTICLE VI

Leadership Team

- 6.1. Membership. The Leadership Team shall consist of the President, Vice President, Treasurer, Secretary, the Chairman of the Board of Elders, and additional communicant members in such number as may be necessary each year to provide that total Leadership Team membership constitutes one percent of the then current communicant membership. Leadership Team members are elected for one year, beginning at the start of the fiscal year.
- 6.2. Duties and Authority of Leadership Team.
 - 6.2.1. The Leadership Team shall be the name of the Church Council established pursuant to Article V of the Constitution. The officers and members of the Leadership Team shall be the legally constituted Directors of the Corporation.
 - 6.2.2. It shall be the duty of the Leadership Team to discharge its duties as set forth in Article V of the Constitution, to consider and discuss all matters pertaining to the general welfare of the Congregation, and to present recommendations to the Congregation as appropriate.
 - 6.2.3. The Leadership Team shall act on all matters that the Congregation commits to it.
 - 6.2.4. The Leadership Team shall have no authority beyond that which the Congregation has conferred upon it. The Congregation retains the power to revise whatever power it may have conferred upon the Leadership Team.
 - 6.2.5. The Leadership Team shall be responsible for providing and maintaining all physical property, facilities, and services, and for their improvement consistent with the approved budget. The Leadership Team may appoint a committee of communicant members to assist with this task. The Treasurer shall be an ex officio member of any such committee.
 - 6.2.6. The Leadership Team may at any time assign to officers, the Board of Elders, and committees of the Congregation such additional duties as the Leadership Team deems advisable.
 - 6.2.7. The Leadership Team shall represent the mission and ministries of the entire Congregation.
- 6.3. Leadership Team Meetings. The Leadership Team shall meet no less frequently than nine times annually. The President, any Pastor, or a majority of the Leadership Team may call meetings of the Leadership Team. Notice of each meeting shall be given in writing, in person, by announcement in conjunction with the public service on the previous Sunday. A majority of the Leadership Team constitutes a quorum.

ARTICLE VII

Officers

- 7.1. General. The officers of the Congregation shall be a President, Vice President, Secretary, and Treasurer. These officers are elected to their office for one year, beginning at the start of the fiscal year. They may succeed themselves once in the same office.
- 7.2. President. The President shall preside at all meetings of the Leadership Team and of the Congregation and shall be an ex officio member of all committees.
- 7.3. Vice President. The Vice President shall have such duties and responsibilities as the President shall determine. The Vice President shall assume the presidency upon the resignation or removal of the President. The Vice President shall assume the duties of the President in the absence of the President.
- 7.4. Treasurer.
 - 7.4.1. The Treasurer shall be responsible for payment of all financial obligations and for keeping accurate records of receipts and disbursements of the Congregation.
 - 7.4.2. The Treasurer shall direct the handling of all funds, investments, and other assets of the Congregation. The Treasurer may convey, acquire, and mortgage real and personal property upon approval of the Congregation or the Leadership Team.
 - 7.4.3. The Treasurer shall prepare an annual budget for each new fiscal year on a timely basis. The budget shall include the proposed salaries and other compensation of all paid personnel and estimates of all other expenses by account. The budget shall also include an estimate of the sources of funds to pay the proposed expenses. After approval by the Leadership Team, the Treasurer shall submit the budget in summary form to the annual meeting of the Congregation for approval.

7.4.4. The Treasurer may disburse funds only to a total of the amount budgeted for the applicable expense category. If the amount budgeted is insufficient, the Leadership Team may transfer funds from one expense category to another.

7.4.5. The Treasurer shall submit a report of the finances of the Congregation to the Leadership Team before each regularly scheduled Leadership Team meeting and to the Congregation at each annual meeting of the Congregation. Such report shall analyze the financial condition of the Congregation, show actual receipts and disbursements, and compare them to budgeted amounts.

7.4.6. The Treasurer shall be custodian of all valuable documents and papers of the Congregation and shall keep them in an appropriate safe place.

7.4.7. The Treasurer shall maintain a complete inventory and record of the Congregation plant at original cost.

7.4.8. The Treasurer shall procure and administer a proper insurance and security program to best protect the real and personal property of the Congregation.

7.5. Secretary. The Secretary shall keep an accurate record of all the proceedings of the Congregation and the Leadership Team and shall perform such other duties as are in keeping with the office.

ARTICLE VIII

Board of Elders

8.1. Membership. The Board of Elders shall consist of a minimum of six voting members, with three elected annually for a term of two years. The board shall consist of males only, for so long as such practice is a requirement of synodical policy. The Board of Elders shall elect its chairman from among its members.

8.2. Duties and Authority of Board of Elders. The Board of Elders shall serve as assistants to the Pastors. As such, the Board shall have the following duties:

8.2.1. The Board shall concern itself with the spiritual life of the Congregation.

8.2.2. Under the Pastors' direction, the Board shall supervise public worship, church music, church discipline, and church publications.

8.2.3. When requested, the Board shall assist the Pastors with communion.

8.2.4. The Board shall be responsible for supplying the pulpit in case of emergency.

8.2.5. The Board shall strive to preserve the unity of fellowship and the peace of the Congregation.

8.2.6. The Board shall appoint head ushers as required and be responsible for acquiring an adequate ushering staff to assist at all public services, gather the offering, and maintain good order.

ARTICLE IX

Audit

The Leadership Team shall engage an independent certified public accountant to conduct an annual audit of the Congregation's finances. The Leadership Team shall receive the report of each audit at the first meeting of the Leadership Team after completion of the report.

ARTICLE X

Compensation Committee

10.1 Compensation Committee. A Compensation Committee consisting of the President, the Treasurer, the Senior Pastor, and at the President's option, a member at large, shall be convened at least annually to evaluate all wages and establish salaries and bonuses, if any, for the coming fiscal year's budget. The President or, at the President's option, the Treasurer, shall serve as the Chair of the Compensation Committee. The Compensation Committee shall take whatever actions it deems necessary to establish salary adjustments and benefits, including conducting a wage survey as the economic situation warrants. No other person or body has the authority to establish or approve salaries, bonuses, or benefits for any church employee. No Compensation Committee

member shall be present while their own, or a family member's or significant other's, salary or bonuses, if any, are being considered or discussed.

10.2 Compensation Sub-Committees. Additional members may be added to the Compensation Committee as needed to assure that the salaries, bonuses, and benefits of particular groups of employees are appropriate. For example, the Nursery School Director shall be added to the Compensation Sub-Committee for Nursery School employees, and the Chairman of the Board of Elders shall be added to the Compensation Sub-Committee for Pastors

ARTICLE XI

Amendments

The Congregation may amend these Bylaws at any Congregational meeting by a vote of at least two thirds of the voting members present.