

THE CONSTITUTION OF
CHRIST LUTHERAN CHURCH
15029 2ND ST. NE, P.O. BOX 220
AURORA, OREGON 97002
A CONGREGATION OF THE EVANGELICAL
LUTHERAN CHURCH IN AMERICA, OREGON SYNOD.
ADOPTED 1/15/89 - REVISION 5/20/90

PREAMBLE

WE, BAPTIZED MEMBERS OF THE CHURCH OF CHRIST, RESPONDING IN FAITH TO THE CALL OF THE HOLY SPIRIT THROUGH THE GOSPEL, DESIRING TO UNITE TOGETHER TO PREACH THE WORD, ADMINISTER THE SACRAMENTS, AND CARRY OUT GOD'S MISSION, DO HEREBY ADOPT THIS CONSTITUTION AND SOLEMNLY PLEDGE OURSELVES TO BE GOVERNED BY ITS PROVISIONS. IN THE NAME OF THE FATHER AND OF THE SON AND OF THE HOLY SPIRIT.

CHAPTER 1

NAME AND INCORPORATION

- C1.01. The name of this congregation shall be Christ Lutheran Church.
- C1.02. For the purpose of this constitution and the bylaws, Christ Lutheran congregation is hereinafter designated as "this congregation".

CHAPTER 2

CONFESSION OF FAITH

- C2.01. This congregation confesses the Triune God, Father, Son, and Holy Spirit.
- C2.02. This congregation confesses Jesus Christ as Lord and Savior and the Gospel as the power of God for the salvation of all who believe.
- a. Jesus Christ is the Word of God incarnate, through whom everything was made and through whose life, death, and resurrection God fashioned creation.
 - b. The proclamation of God's message to us as both Law and Gospel is the Word of God, revealing judgement and mercy through word and deed, beginning with the Word in creation, continuing in the history of Isreal, and centering in all its fullness in the person and work of Jesus Christ.

c. The canonical Scriptures of the Old and New Testaments are the written Word of God. Inspired by God's Spirit speaking through their authors, they record and announce God's revelation centering in Jesus Christ. Through them God's Spirit speaks to us to create and sustain Christian faith and fellowship for service in the world.

C2.03. This congregation accepts the canonical Scriptures of the Old and New Testaments as the inspired Word of God and the authoritative source and norm of its proclamation, faith, and life.

C2.04 This congregation accepts the Apostles', Nicene, and Athanasian Creeds as true declarations of the faith of this congregation.

C2.05 This congregation accepts the Unaltered Augsburg Confession as a true witness to the Gospel, acknowledging as one with it in faith and doctrine all churches that likewise accept the teachings of the Unaltered Augsburg Confession.

C2.06 This congregation accepts the other confessional writings in the Book of Concord, namely the Apology of the Augsburg Confession, the Smalcald Articles and the Treatise, the Small Catechism, the Large Catechism, and the Formula of Concord, as further valid interpretations of the faith of the Church.

C2.07 This congregation confesses the Gospel, recorded in the Holy Scriptures and confessed in the ecumenical creeds and Lutheran confessional writings, as the power of God to create and sustain the Church for God's mission in the world.

Chapter 3.

NATURE OF THE CHURCH

C3.01. All power in the Church belongs to our Lord Jesus Christ, its head. All actions of this congregation are to be carried out under His rule and authority.

C3.02

The Church exists both as an inclusive fellowship and as local congregations gathered for worship and Christian service. Congregations find their fulfillment in the universal community of the Church, and the universal Church exists in the through congregations. This church, therefore, derives its character and powers both from the sanction and representation of its congregations and from its inherent nature as an expression of the broader fellowship of the faithful. In length, it acknowledges itself to be in the historic continuity of the communion of saints; in breadth, it expresses the fellowship of believers and congregations in our day.

Chapter 4.

STATEMENT OF PURPOSE

C4.01.

The Church is a people created by God in Christ, empowered by the Holy Spirit, called and sent to bear witness to God's creative, redeeming, and sanctifying activity in the world.

C4.02.

To participate in God's mission, this congregation as a part of the Church shall:

- a. Worship God in proclamation of the Word and administration of the sacraments and through lives of prayer, praise, thanksgiving, witness, and service.
- b. Proclaim God's saving Gospel of justification by grace for Christ's sake through faith alone, according to the apostolic witness in the Holy Scripture, preserving and transmitting the Gospel faithfully to future generations.
- c. Carry out Christ's Great Commission by reaching out to all people to bring them to faith in Christ and by doing all ministry with a global awareness consistent with the understanding of God as Creator, Redeemer, and Sanctifier of all.
- d. Serve in response to God's love to meet human needs, caring for the sick and the aged, advocating dignity and justice for all people, working for peace and reconciliation among the nations, and standing with the poor and powerless, and committing itself to their needs.

- e. Nurture its members in the Word of God so as to grow in faith and hope and love, to see daily life as the primary setting for the exercise of their Christian calling, and to use the gifts of the Spirit for their life together and for their calling in the world.
- f. Manifest the unity given to the people of God by living together in the love of Christ and by joining with other Christians in prayer and action to express and preserve the unity which the spirit gives.

C4.03. To fulfill these purposes, this congregation shall:

- a. Provide services of worship at which the Word of God is preached and the sacraments are administered.
- b. Provide pastoral care and assist all members to participate in this ministry.
- c. Challenge, equip, and support all members in carrying out their calling in their daily lives and in their congregation.
- d. Teach the Word of God.
- e. Witness to the reconciling Word of God in Christ, reaching out to all people.
- f. Respond to human need, work for justice and peace, care for the sick and the suffering, and participate responsibly in society.
- g. Motivate its members to provide financial support for the congregation's ministry and the ministry of other parts of the Evangelical Lutheran Church in America.
- h. Foster and participate in interdependent relationships with other congregations, the synod, and the Evangelical Lutheran Church in America.
- i. Foster and participate in ecumenical relationships consistent with churchwide policy.

C4.04. This congregation shall develop an organizational structure to be described in the bylaws. The Church Council shall prepare descriptions of the responsibilities of each committee, task force, or other organizational groups and shall review their actions. (Such Description shall be contained in continuing resolutions of the Congregational Council.)

C4.05. This congregation shall, from time to time, adopt a mission statement which will provide specific direction for its programs.

Chapter 5

POWERS OF THE CONGREGATION

C5.01. The powers of the congregation are those necessary to fulfill its purpose.

C5.02. The powers of this congregation are vested in the congregation Meeting called and conducted as provided in this constitution and bylaws.

C5.03. Only such authority as is delegated to the Church Council or their organizational units in the congregation's governing documents is recognized. All remaining authority is retained by the congregation. The congregation is authorized to:

- a. call a pastor;
- b. terminate the call of a pastor;
- c. appoint or terminate the appointment of associates in ministry in conformity with the applicable policy of the Evangelical Lutheran Church in America;
- d. approve the annual budget;
- e. acquire real and personal property by gift, devise, purchase, or other lawful means;
- f. hold title to and use its property for any and all activities consistent with its purpose;
- g. sell, mortgage, lease, transfer, or otherwise dispose of its property by any lawful means;
- h. elect its (officers), Congregation council, boards and committees, and require them to carry out their duties in accordance with the constitution (and) bylaws, (and continuing resolutions); and

- i. terminate its relationship with the Evangelical Lutheran Church in America provided in Chapter 6.

CHAPTER 6

CHURCH AFFILIATION

- C6.01. This congregation shall be an interdependent part of the Evangelical Lutheran Church in America or its successor, and of the Oregon Synod of the Evangelical Lutheran Church in America. This congregation is subject to the discipline of the Evangelical Lutheran Church in America.
- C6.02. This congregation accepts the Confession of Faith and agrees to the Purposes of the Evangelical Lutheran Church in America and shall act in accordance with them.
- C6.03. This congregation acknowledges its relationship with the Evangelical Lutheran Church in America in which:
 - a. This congregation agrees to be responsible for its life as a Christian community.
 - b. This congregation pledges its financial support and participation in the life and mission of the Evangelical Lutheran Church in America.
 - c. This congregation agrees to call pastoral leadership from the clergy roster of the Evangelical Lutheran Church in America in accordance with its call procedures except in special circumstances and with the approval of the bishop of the synod.
 - d. This congregation agrees to consider associates in ministry for appointment to other staff positions in the congregation according to the procedures of the Evangelical Lutheran Church in America.
 - e. This congregation agrees to file this constitution and any subsequent changes to this constitution with the synod for review to ascertain that all of its provisions are in agreement with the constitution and bylaws of the Evangelical Lutheran Church in America or with the constitution of the synod.
- C6.04. Affiliation with the Evangelical Lutheran Church in America may be terminated as follows:
 - a. This congregation takes action to dissolve.

- b. This congregation ceases to exist.
- c. This congregation is removed from membership in the Evangelical Lutheran Church in America according to the procedures to discipline of the Evangelical Lutheran Church in America.
- d. This congregation follows the procedures outlined in C6.05.

C6.05. This congregation may terminate its relationship with the Evangelical Lutheran Church in America by following procedure:

- a. A resolution indicating the desire of this congregation to terminate its relationship must be adopted at a legally called and conducted special meeting of this congregation by a two-thirds majority of the voting members present.
- b. The secretary of this congregation shall submit a copy of the resolution to the synodical bishop and shall mail a copy of the resolution to voting members of the congregation. This notice shall be submitted within 10 days after the resolution has been adopted.
- c. The bishop of the synod shall consult with this congregation during a period of at least 90 days.
- d. If this congregation, after consultation, still desires to terminate its relationship, such action may be taken at a legally called and conducted special meeting by a two-thirds majority of the voting members present, at which meeting the bishop of the synod or an authorized representative shall be present. Notice of the meeting shall be mailed to all voting members at least 10 days in advance of the meeting.
- e. A certified copy of the resolution to terminate its relationship shall be sent to the synodical bishop, at which time the relationship between this congregation and ELCA shall be terminated.
- f. Notice of termination shall be forwarded by the synodical bishop to the secretary of this church and published in the periodical of this church.

C6.06. If this congregation is considering relocation, it shall confer with the bishop of the synod before any steps are taken leading to such action. The approval of the Synod Council shall be received before any such action is effected.

CHAPTER 7

PROPERTY OWNERSHIP

- C7.01. If this congregation ceases to exist, title to undisposed property shall pass to the Oregon Synod of the Evangelical Lutheran Church in America.
- C7.02. If this congregation is removed from membership in the Evangelical Lutheran Church in America according to its procedure for discipline, title to the property shall continue to reside in this congregation.
- C7.03. If a two-thirds majority of the voting members of this congregation present at a regularly called and conducted special meeting of this congregation vote to transfer to another Lutheran church body, title to property shall continue to reside in this congregation. Before this congregation takes action to transfer to another Lutheran church body, it shall consult with representatives of the Oregon Synod.
- C7.04. If a two-thirds majority of the voting members of this congregation present at a regularly called and conducted special meeting of this congregation vote to become independent or relate to a non-Lutheran church body, title and property of this congregation shall continue to reside in this congregation only with the consent of the Synod Council. The Synod Council, after consultation with the congregation by the established synodical process, may give approval to the request to become independent or to relate to a non-Lutheran church body, in which case title shall remain with the majority of the congregation. If the Synod Council fails to give such approval, title shall remain with those members who desire to continue as a congregation of the Evangelical Lutheran Church in America.

CHAPTER 8

MEMBERSHIP

- C8.01. Members of this congregation shall be those baptized persons on the roll of the congregation at the time that this constitution is adopted and those who are admitted thereafter and who have declared and maintain their membership in accordance with the provisions of this constitution and its bylaws.

C8.02. Members shall be classified as follows:

- a. Baptized members are those persons who have been received by the Sacrament of Holy Baptism in this congregation, or, having been previously baptized in the name of the Triune God, have been received by certificate of transfer from other Lutheran congregations or by affirmation of faith.
- b. Confirmed members are baptized persons who have been confirmed in this congregation, those who have been received by adult baptism or by transfer as confirmed members from other Lutheran congregations, or baptized persons received by affirmation of faith.
- c. Voting members are confirmed members. Such confirmed members shall have communed and made a contribution of record during the current or preceding year.
- d. Associate members are persons holding membership in other Lutheran (Christian) congregations who wish to retain such membership but desire to participate in the life and mission of this congregation. They have all the privileges and duties of membership except voting rights and eligibility for elected offices or membership on the Congregation Council of this congregation.

C8.03. All applications for confirmed membership shall be submitted to and shall require the approval of the Congregation Council.

C8.04. It shall be the privilege and duty of members of this congregation to:

- a. make regular use of the means of grace, both Word and sacraments;
- b. live a Christian life in accordance with the Word of God and the teachings of the Lutheran church; and
- c. support the work of this congregation and of the Evangelical Lutheran Church in America through contributions of their time, abilities, and financial support as biblical stewards.

C8.05. Membership in this congregation shall be terminated by any of the following:

- a. death;
- b. resignation;

- c. transfer or release;
- d. disciplinary action by the Church Council; or
- e. removal from the roll due to inactivity as defined in the bylaws.

Such persons who have been removed from the roll of members shall remain persons for whom the church has a continuing pastoral concern.

CHAPTER 9

THE PASTOR

- C9.01. Authority to call a pastor shall be in this congregation by at least a two-thirds majority ballot vote of members present and voting at a meeting regularly called for that purpose. Before a call is issued, the officers, or a committee elected by this congregation to recommend the call, shall seek the advice and help of the bishop of the synod.
- C9.02. Only a member of the clergy roster of the Evangelical Lutheran Church in America or who has been recommended for it by the synodical bishop may be called as a pastor of this congregation.
- C9.03. Consistent with the faith and practice of the Evangelical Lutheran Church in America, every ordained minister shall preach the Word, administer the sacraments, conduct public worship, provide pastoral care, and shall speak publicly to the world in solidarity with the poor and oppressed, calling for justice and proclaiming God's love for the world. Each ordained minister with a congregational call shall, within the congregation, offer instruction, confirm, marry, visit the sick and distressed, and bury the dead; supervise all schools and organizations of the congregation; shall install regularly elected members of the Congregation Council, and with the council administer discipline. Every pastor shall seek out and encourage qualified persons to prepare for the ministry of the Gospel and strive to extend the Kingdom of God in the community, in the nation, and abroad; shall impart knowledge of this church and its wider ministry through distribution of its periodicals and other publications; and shall endeavor to increase the support given by the congregation to the work of the Evangelical Lutheran Church in America and of the Synod of the ELCA.

- C9.04. The specific duties of the pastor, compensation, and other matters pertaining to the service of the pastor shall be included in a letter of call.
- C9.05. a. The call of the congregation, when accepted by a pastor, shall constitute a continuing mutual relationship and commitment which, except in the case of the death of the pastor, shall be terminated only following consultation with the synodical bishop for the following reasons:
1. mutual agreement to terminate the call or the completion of a call for a specific term of years;
 2. resignation of the pastor;
 3. inability to conduct the pastoral office effectively in the congregation in view of local conditions, without reflection on the competence or the moral and spiritual character of the pastor;
 4. the physical or mental incapacity of the pastor;
 5. disqualification of the pastor through discipline on grounds of doctrine, morality, or continued neglect of duty; or
 6. dissolution of the congregation.
- b. In the case of alleged physical or mental incapacity of the pastor or ineffective conduct of the pastoral office, it shall be the responsibility of the bishop of the synod, when such difficulties are personally known or have been brought to the synod's attention by an official recital of allegations by the Congregation Council, or by a petition signed by at least one-third of the voting members of the congregation, to investigate such conditions personally in company with a committee of two ordained ministers and one layperson.
- c. In case of alleged physical or mental incapacity competent medical testimony shall be obtained. When such disability is evident, the bishop of the synod with the advice of the committee shall declare the pastorate vacant. Upon restoration of a disabled pastor to health, the bishop of the synod shall take steps to enable the pastor to resume the ministry, either in the congregation last served or in another field of labor.

- d. In the case of alleged local difficulties which imperil the effective functioning of the congregation, all concerned persons shall be heard after which the bishop of the synod together with the committee described in C9.05.b. shall decide on the course of action to be recommended to the pastor and the congregation. If they agree to carry out such recommendations, no further action shall be taken by the synod. If either party fails to assent, the congregation may dismiss the pastor by a two-thirds majority vote of the voting members present at a regularly called meeting after consultation with the bishop.
 - e. The foregoing procedure shall never be invoked when questions of doctrine, morality, or continued neglect of duty are involved, all such cases being treated as disciplinary matters.
 - f. If in the course of the proceedings, it should become apparent that the pastoral office cannot be conducted effectively in the congregation being served by the ordained minister due to local conditions, the bishop of the synod may temporarily suspend the pastor from service in the congregation with prejudice and with pay provided through a joint churchwide/synod fund and with housing provided by the congregation.
- C9.06. At a time of pastoral vacancy, an interim pastor may be appointed by the bishop of the synod with the consent of this congregation or the Congregation Council.
- C9.07. During the period of service, an interim pastor shall have the rights and duties of a regularly called pastor and may delegate the same in part to a supply pastor with the consent of the bishop of the synod and this congregation or Congregation Council. The interim pastor and any ordained pastor providing assistance shall refrain from exerting influence in the selection of a pastor.
- C9.08. This congregation shall make satisfactory settlement of all financial obligations to a former pastor before calling a successor. A pastor shall make satisfactory settlement of all financial obligations to this congregation.

- C9.09. When a pastor is called to serve in company with another pastor or pastors, the privileges and responsibilities of each pastor shall be specified in documents to accompany the call and to be drafted in consultation involving the pastors, the congregation council, and the bishop of the synod. As occasion requires, the documents may be revised through a similar consultation.
- C9.11. With the approval of the bishop of the synod the congregation may depart from C9.05.a. and call a pastor for a specific term of years. Details of such calls shall be in writing setting forth the purpose and conditions involved. Prior to the completion of a term, the bishop or a designated representative of the bishop, shall meet with the pastor and representatives of the congregation for a review of the call. Such call may also be terminated before its expiration in accordance with the provisions of C9.05.a.
- C9.12. The pastor shall keep accurate parochial records of all baptisms, confirmations, marriages, burials, communicants, members received, members dismissed, or members excluded from the congregation, and shall submit a summary of such statistics annually to the synod.
- C9.13. The pastor(s) shall submit a report of his or her ministry to the bishop of the synod at least 90 days prior to each regular meeting of the synod assembly.

CHAPTER 10

CONGREGATION MEETING

- C10.01. The annual meeting of this congregation shall be held at a time specified in the bylaws.
- 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 at the written request of ten per cent of the voting members. The call for each special meeting shall specify the purpose for which it is to be held and no other business shall be transacted.
- C10.03. Notice of all meetings of this congregation shall be given at the services of worship on the preceding two consecutive Sundays and/or by mail to all voting members at least 10 days in advance of the date of the meeting. The posting of such notice in the regular mail, with the regular postage affixed or paid, sent to the last known address of such members shall be sufficient.

- C10.04. Ten per cent of the voting members shall constitute quorum.
- C10.05. Voting by proxy or by absentee ballot shall not be permitted.
- C10.06. All actions by the congregation shall be by majority vote except as otherwise provided in this constitution.
- C10.07. Robert's Rules of Order, latest edition, shall govern parliamentary procedure of all meetings of this congregation.

CHAPTER 11

OFFICERS AND BOARDS

- C11.01. The officers of this congregation shall be a president, vice-president, secretary and treasurer.
- a. Duties of the officers shall be specified in the bylaws.
 - b. The officers shall be of legal age and voting members of the congregation.
 - c. Officers of this congregation shall serve similar offices of the Church Council and shall be voting members of the Church Council.
- C11.02. The Church Council shall elect its officers and they shall be the officers of the congregation. The officers shall be elected for one year or until their successors are elected.
- C11.03. No officer shall hold more than one office at a time. No elected officer shall be eligible to serve more than two consecutive terms in the same office.
- C11.04. The Board of Trustees shall consist of the president, vice president, and secretary plus two members of the Church Council. The Board shall be responsible to the church council. The pastor shall be an advisory member of the Board of Trustees. All legal documents shall be signed by the president and secretary.

CHAPTER 12

CHURCH COUNCIL AND CONGREGATIONAL COMMITTEES (see by-laws)

CHAPTER 13

ORGANIZATIONS WITHIN THE CONGREGATION

- C13.01. All organizations within this congregation shall exist to aid it in ministering to the members of this congregation and to all persons who can be reached with the Gospel of Christ. As outgrowths and expressions of this congregation's life, the organizations at its meeting shall determine their policies, guide their activities, and receive reports concerning their membership, work, and finances.
- C13.02. Special interest groups, other than those of the official organizations of the Evangelical Lutheran Church in America, may be organized only after authorization has been given by the Church Council (and specified in a continuing resolution).

CHAPTER 14

DISCIPLINE OF MEMBERS

- C14.01. Denial of the Christian faith as described in this constitution, conduct grossly unbecoming a member of the Church of Christ, or persistent trouble-making in this congregation are sufficient cause of discipline of a member. Prior to disciplinary action, reconciliation will be attempted following Matthew 18:15-17, proceeding through these successive steps: a) private admonition by the pastor, b) admonition by the pastor in the presence of two or three witnesses, and c) citation to appear before the Congregation Council.
- C14.02. A member charged with the offense shall appear before the Congregation Council having received a written notice, specifying the exact charges that have been made against the member, at least 10 days prior to the meeting.
- C14.03. Should the allegations be sustained by a two-thirds majority vote of the Congregation Council, the council shall impose one of the following disciplinary actions:
- a. censure before the council or congregation;
 - b. suspension from membership for a definite period of time; or
 - c. exclusion from membership in this congregation. Disciplinary actions (b) and (c) shall be delivered to the member in writing.

- C14.04. The member against whom disciplinary action has been taken by the Congregation Council shall have the right to appeal the decision to the Synod Council. Such right may not be abridged and decision of the Synod Council shall be final.
- C14.05. Disciplinary actions may be reconsidered and revoked by the Congregation Council upon receipt of a) evidence that injustice has been done or b) evidence of repentance and amendment.

CHAPTER 15

BYLAWS

- C15.01. This congregation may adopt bylaws. No bylaw may conflict with this constitution.
- C15.02. Bylaws may be adopted or amended at any legally called meeting of this congregation with a quorum present by a majority vote of those voting members present and voting.
- C15.03. Changes to the bylaws may be proposed by any voting member provided, however, that such additions or amendments be submitted in writing to the Congregation Council at least 60 days before a regular or special Congregation Meeting called for that purpose and that the Congregation Council notify the members of the proposal with its recommendations at least 30 days in advance of the Congregation Meeting.
- C15.04. Approved changes to the bylaws shall be sent to the synod.

CHAPTER 16

AMENDMENTS

- C16.01. Amendments to this constitution may be proposed by at least five voting members or by the Congregation Council. Proposals must be filed in writing with the Congregation Council 60 days before formal consideration by this congregation at its regular or special meeting called for that purpose. The Congregation Council shall notify the members of the proposal with their recommendations at least 30 days in advance of the meeting.
- C16.02. A proposed amendment to this constitution shall:
- a. be approved at a properly called meeting according to this constitution by a majority vote of those present and voting;

- b. be ratified without change at the next annual meeting by a two-thirds majority vote of those present and voting; and
- c. have the effective date included in the resolution and noted in the constitution.

C16.03. Any amendments to this constitution shall be sent by the secretary of this congregation to the synod. The amendment shall become effective within 120 days from the date of the receipt of this notice by the synod unless the synod informs this congregation that the amendment is in conflict with the constitution and bylaws of the Evangelical Lutheran Church in America, or the constitution of the Oregon Synod.

CHAPTER 17

CONTINUING RESOLUTIONS

- C17.01. The Congregation Council may enact continuing resolutions which describe the function of the various committees or organizations of this congregation.
- C17.02. Continuing resolutions shall be enacted or amended by a two-thirds vote of all voting members of the Congregation Council.

BYLAWS

PART I - COMMUNION PARTICIPATION

- CB1.01 This congregation invites all of its members to participate regularly in Holy Communion.
- CB1.02. This congregation, in the understanding of grace as it is in infant baptism, offers communion to any baptized Christian.
- CB1.03. The basic Lutheran understanding of communion will be made known to all as they are able to understand and desire to know.

PART II - CONFLICTING LOYALTIES

- CB2.01. While the buildings of the congregation shall be open to all people to share in its worship, instruction, pastoral care, and fellowship, the congregation rejects fellowship with organizations, secret or open, which are avowedly religious or which practice forms of religion without confessing faith in the Triune God and Jesus Christ as the eternal Son of God incarnate to be our only Savior from sin, and which thus teach salvation by works.

CB2.02. Ceremonies of lodges or other such organizations shall not be permitted in the buildings or premises of the congregation; nor shall congregations' pastor(s) take part in any such ceremonies wherever they are conducted.

PART III - MEMBERSHIP

CB3.01. Baptized Members

- A. A child, one or both of whose parents or guardians are members of the congregation, shall, upon receiving baptism, become a baptized member.
- B. A child, neither of whose parents or guardians is a member of the congregation, shall, upon receiving baptism, become a baptized member of the congregation; unless for good reason he is to be a baptized member of another congregation, in which case his membership shall be transferred to that congregation.
- C. A child baptized in another congregation shall be received as a baptized member in the congregation when a transfer has been received.
- D. An unbaptized adult who has received instruction and has given evidence of an adequate understanding and acceptance of the teachings of the Word of God as confessed by the Lutheran Church, shall, upon confession of faith and baptism, become a baptized and confirmed member of the congregation.
- E. When one or both parents of baptized children are received into the membership of the congregation, such children should be received as baptized members with the consent of the member parent or parents.
- F. Where a baptized child is an orphan or ward of someone and these people move into the area served by this congregation, the child may be received as a baptized member when it is commended to the care of this congregation by the congregation which baptized the child.
- G. When the parents of a baptized child are not themselves members of the Lutheran Church but move into the area served by this congregation and desire to have their child put within the pastor's care of this congregation, the child may be received as a baptized member.

CB3.02. CONFIRMED AND VOTING MEMBERS

- A. A baptized adult, not previously a confirmed member of a Lutheran congregation, shall become a confirmed member of this congregation after having received instruction, having given evidence of adequate understanding of the teachings of the Word of God as confessed by the Lutheran Church, and having publicly affirmed his faith.
- B. A baptized member of the congregation shall become a confirmed member through the rite of confirmation; except that an adult who has become a baptized member in accordance with the provisions of CB3.01D of the bylaws shall be considered a confirmed member without participation in the rite of confirmation.
- C. An applicant for membership who presents a Letter of Transfer which certifies that he is a confirmed member in good standing of a Lutheran congregation shall become a confirmed member of the congregation upon approval by the church council.
- D. See CB3.01D above.

CB3.03. Discontinuance and removal of membership

- A. The congregation shall, in the event of the removal of a member from the community it serves, encourage the member to request a transfer to a Lutheran congregation which can serve him effectively. Should the member fail to request a transfer, a Lutheran congregation in the community of his residence shall be notified. If no actions result from such notice within one year, the member shall be removed.
- B. A confirmed member in good standing desiring to change his membership to another Lutheran congregation shall, upon request, receive a Letter of Transfer.
- C. A confirmed member who does not, for a period of one year, appear to desire to participate in the life and worship of the congregation, shall be contacted by the pastor and/or someone from the Board of Deacons and be encouraged by them to active membership. If, during the second year, the confirmed member does not actively participate, his name shall be removed from the membership roster of the congregation but be retained on a responsibility list as one who is in special need of the congregation's prayer and concern.

- D. A child, neither of whose parents or guardians a member of the congregation, may be removed from the roster of baptized member if he fails to participate in the life and the worship of the congregation.

PART IV - CALLING OF A PASTOR

- CB4.01. The calling of the pastor shall be done in accordance with the Oregon Synod guidelines.
- CB4.02. When the congregation has voted to call a pastor, it shall issue a letter of call to the pastor-elect, in a form approved by the Oregon Synod of the ELCA. It shall be signed by the chairman and secretary of the meeting at which the call was voted, and shall be attested by the signature of the bishop of the Oregon Synod. A call to a clergy to be an assistant pastor shall be issued only with the concurrence of the pastor of the congregation and in accordance with the provisions of this paragraph.
- CB4.03. If a pastor received a call to another ministry, he shall consult the church council, or, if he desires, the congregation, before reaching a decision. He shall announce his decision as quickly as possible, normally within three weeks. He shall notify the district president of his decision. When a call has been accepted, the pastor shall terminate his ministry as soon as feasible, normally within a month.
- CB4.04. Clergy qualified according to Article IX of the constitution may occasionally perform pastoral functions in this congregation with the approval of the congregation and its pastor, or in case of a vacancy in the pastorate, with the approval of the congregation and Synod bishop.

PART V - MEETING OF THE CONGREGATION

- CB5.01. Announcement of the time and place of the annual meeting of the congregation shall be made at two public services immediately preceding the meeting, said services to be at least a week apart; and in such publications as the congregation or the pastor may periodically issue, or by written notice to the voting members mailed not less than five days in advance of the meeting.
- CB5.02. The current rosters of voting and baptized members shall be available at each meeting of the congregation.
- CB5.03. The annual meeting shall receive reports from all the

organizations of the congregation. Reports, including a financial statement, shall be submitted in writing to the church office not less than fourteen (14) days after the end of the fiscal year. These reports will be presented to the membership. The fiscal year shall be from June 1 to June 1.

PART VI - COUNCIL, OFFICERS, AND COMMITTEES

CB6.01. Membership and meetings of the church council (in addition to the provisions of the constitution, the following shall govern membership on the church council and the conduct of its meetings):

- A. Only voting member of the congregation shall be eligible for membership on the church council.
- B. At its annual meeting the congregation shall elect a Church Council of not less than nine (9) nor more than twelve (12) members for terms of three years each, with approximately one-third of the terms expiring annually. No member shall be eligible to succeed himself more than once. The pastor shall be an advisory member of the Church Council by virtue of his office, but without vote.
- C. If a vacancy occurs on the council, the council shall fill the vacancy. Should the unexpired term be one year or less, it shall not be considered in determining eligibility for succession.
- D. A member of the council who is absent from two consecutive regular meetings shall be consulted by the president of the congregation; if he is absent from three consecutive regular meetings without valid excuse, the council may declare his office vacant.
- E. Since it is incumbent upon all members of the congregation, according to C8.04. to make regular use of the Word of God in public worship and to attend the Lord's Supper, any officer or board member who neglects these privileges shall forfeit the right to serve in his elected or appointed capacity.
- F. A quorum for any regular or special meeting of the council shall be a majority of its membership.
- G. A special meeting may be called by the pastor, the president, or any three members of the council. Notice of such meeting shall be given not less than five days prior to the meeting and shall be announced at a public service if one is held.

during that period.

CB6.02. DUTIES AND RESPONSIBILITIES OF THE COUNCIL

In Addition to duties and responsibilities provided in the constitution, the council shall:

- A. Secure necessary staff other than the pastor(s), such as administrative assistant, Christian day school teacher, business administrator, church musician, parish education director, parish secretary, parish worker or youth worker, intern, custodian, etc., and fix and review annually their salaries.
- B. Review annually on the calendar year, the salary of the pastor(s) and make adjustments from time to time within the limits of the total budget approved by the congregation.
- C. Receive reports regularly from the treasurer to ascertain that the expenditures are within the budget approved by the congregation. Any expenditures in excess of the total voted budget must be approved by the congregation.
- D. Prepare a budget for submission to the annual meeting of the congregation.
- E. Assure itself that the treasurer and others who have access to the funds of the congregation are adequately bonded.
- F. Appoint annually an auditing committee composed of three members which shall audit the fiscal records of the congregation and report its findings in writing in the annual report. Such audits shall include examination of existing insurance coverage.
- G. Appoint annually a nominating committee of five members. The pastor shall serve as convener and as an advisory member. The term of office of the members of the nominating committee shall be one year or until the next annual meeting, whichever comes sooner.

The nominating committee shall nominate one or more candidates for each office to be filled and shall secure the consent of each candidate.

The list of nominees shall be announced to the congregation in conjunction with the announcements of the meeting of the congregation at which the elections are to take place, usually the annual

The list of nominees shall be announced to the congregation in conjunction with the announcements of the meeting of the congregation at which the elections are to take place, usually the annual meeting.

In addition to the candidates submitted by the nominating committee, additional nominations may be made from the floor.

- H. Be responsible for the buildings and premises of the congregation so that their use is normally limited to the functions of the congregation. Should groups or individuals not associated with the congregation desire to use such property, application shall be made to the council for its approval.
- I. Elect the superintendent of the Sunday church school upon nomination by the Education Committee.
- J. Have authority between meetings of the congregation to choose delegates to any group or meeting in which the congregation is entitled to representation.
- K. Elect committees and/or boards and supervise their functions.
- L. Convene at least once each year a meeting of all committees to meet jointly with the council to review the life, work and programs of the congregation.

CB6.03. THERE SHALL NORMALLY BE COMMITTEES ON:

- A. Education and Youth
- B. Evangelism
- C. Property Management
- D. Stewardship
- E. Worship and Music
- F. Deacons

Consolidation, division, or addition of committees based on ministry needs may be done with the approval of the council.

CB6.04. DUTIES OF OFFICERS

- A. The president shall preside at meetings of the council and congregation.
- B. The vice-president shall preside at the meeting of the council and of the congregation in the absence of the president.
- C. The secretary shall keep the minutes of the council and of the congregation and shall have custody of the archives of the congregation.
- D. The treasurer shall have custody of all funds of the congregation. He shall receive and disburse such funds in accordance with the decisions of the congregation or the council.
- E. The council may designate custody of special funds, such as memorial funds, under a separate treasurer as appointed by them when so needed.
- F. The financial secretary shall maintain records of all contributions and make regular reports to the council and to the members as required by the council.