

Pilgrim Evangelical Lutheran Church
Constitution and Bylaws
January 30, 2011

(Committee-Approved Amendments: November 17, 2011)
(Council-Approved Amendments: December 8, 2011)

*Preamble

Deleted: ¶

Formatted: Number of columns: 1

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 & Incorporation

C1.01

The name of this congregation shall be Pilgrim Evangelical Lutheran Church of Wausau, Wisconsin.

C1.02

For the purpose of this constitution and the accompanying bylaws, Pilgrim Evangelical Lutheran Church is hereinafter designated as "this congregation."

C1.11

This congregation shall be incorporated under the laws of the State of Wisconsin.

Deleted: C1.03

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.

Deleted: of

Deleted: Power

- a. Jesus Christ is the Word of God incarnate, through whom everything was made and through whose life, death and resurrection God fashions a new creation.
- b. The proclamation of God's message to us as both Law and Gospel is the Word of God, revealing judgment and mercy through word and deed, beginning with the **Word** in creation, continuing in the history of Israel, and centering in all its fullness in the person and work of Jesus Christ.

Deleted: word

- 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 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.

Deleted: ,

*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 Scripture, 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.

Deleted: s

Deleted: church

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 and through congregations. The Evangelical Lutheran Church in America, 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

Deleted: This Church

communion of saints; in breadth, it expresses the fellowship of believers and congregations in our day.

B3.02.01

While the building of the congregation shall be open to all people to share in its worship, instruction, pastoral care, and fellowship, the congregation rejects all fellowship with organizations, secret or open, which are avowedly religious or which practice forms of religion without confessing faith in the Triune God and in Jesus Christ as the eternal Son of God incarnate to be our only Savior from sin, and which thus teach salvation by works. Ceremonies of these organizations shall not be permitted in the building or premises of the congregation; nor shall its pastor(s) take part in any such ceremonies wherever they are conducted.

*C3.03

The name Evangelical Lutheran Church in America (ELCA or “this church”) as used herein refers in general references to this whole church, including its three expressions—congregations, synods, and the churchwide organization. The name Evangelical Lutheran Church in America is also the name of the corporation of the churchwide organization to which specific references may be made herein.

Formatted: Centered

Chapter 4

Statement of Purpose

Deleted: ¶

*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.

Deleted: church

*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, 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.

Deleted: that

*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 church-wide organization of the Evangelical Lutheran Church in America.
- i. Foster and participate in ecumenical relationships consistent with church-wide policy.

*C4.04

This congregation shall develop an organizational structure to be described in the bylaws. The Congregation Council shall prepare descriptions of the responsibilities of each committee, task force, or other organizational groups and shall review their actions. [Such descriptions shall be contained in continuing resolutions of the Congregation Council.]

Deleted: mission team,

*C4.05

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

*C4.06

References herein to the nature of the relationship between the three expressions of this church—congregations, synods, and the churchwide organization—as being interdependent or as being in a partnership relationship describe the mutual responsibility of these expressions in God's mission and the fulfillment of the purposes of this church as described in this chapter, and do not imply or describe the creation of partnerships, co-ventures, agencies, or other legal relationships recognized in civil law.

Formatted: Centered

Chapter 5
Powers of the Congregation

*C5.01

The powers of this 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 Congregation Council or other organizational units in **this** congregation's governing documents is recognized. All remaining authority is retained by the congregation. The congregation is authorized to:

Deleted: the

- a. Call a pastor as provided in Chapter 9,
- b. Terminate the call of a pastor as provided in Chapter 9,
- c. Call or terminate the call of associates in ministry, **deaconesses, and diaconal ministers** in conformity with the applicable policy of the Evangelical Lutheran Church in America,
- d. **Adopt amendments to the constitution, as provided in Chapter 17, and amendments to the bylaws, as specified in Chapter 16, and continuing resolutions, as provided in Chapter `18.**
- e. Approve the annual budget,
- f. Acquire real and personal property by gift, devise, purchase, or other lawful means,
- g. Hold title to and use of its property for any and all activities consistent with its purpose,
- h. Sell, mortgage, lease, transfer, or otherwise dispose of its property by any lawful means,
- i. Elect its **officers and** Congregation Council, boards, committees and require them to carry out their duties in accordance with the constitution and bylaws, and continuing resolutions,
- j. Terminate its relationship with the Evangelical Lutheran Church in America as provided in Chapter 6.

Formatted: Bullets and Numbering

Deleted: and mission teams,

*C5.04

This congregation annually shall choose from among its voting members laypersons to serve as voting members of the Synod Assembly as well as persons to represent it at meetings of any conference, cluster, coalition, or other area subdivision of which it is a member. The number of persons to be elected by the congregation and other qualifications shall be as prescribed in guidelines established by **the East Central Synod of Wisconsin of the Evangelical Lutheran Church in America.**

Deleted: this synod

Chapter 6

Deleted: ¶
¶

Church Affiliation

*C6.01

This congregation shall be an interdependent part of the Evangelical Lutheran Church in America or its successor, and of the East Central Synod of Wisconsin of the Evangelical Lutheran Church in America. This congregation is subject to the discipline of the Evangelical Lutheran Church in America.

Deleted: or its successor

*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.
These special circumstances are limited either to calling a candidate approved for the roster of ordained ministers of the Evangelical Lutheran Church in America or to contracting for pastoral services with an ordained minister of a church body with which the Evangelical Lutheran Church in America officially has established a relationship of full communion.
- d. This congregation agrees to consider associates in ministry, **deaconesses, and diaconal ministers** for call 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 and 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 for discipline of the Evangelical Lutheran Church in America.
- d. This congregation follows the procedures outlined in C6.05

*C6.05

A congregation may terminate its relationship with this church by the following procedure:

Formatted: Left

- a. A resolution indicating the intent to terminate its relationship must be adopted at a legally called and conducted special meeting of the congregation by a two-thirds vote of the voting members present. Such meeting may be held no sooner than 30 days after written notice of the meeting is received by the bishop of the synod, during which time the congregation shall consult with the bishop and the bishop's designees, if any. The times and manner of the consultation shall be determined by the bishop in consultation with the congregation council. Unless he or she is a voting member of the congregation, the bishop and the bishop's designees, if any, shall have voice but not vote at the meeting.**
- b. The secretary of the congregation shall submit a copy of the resolution to the bishop, attesting that the special meeting was legally called and conducted and certifying the outcome of the vote, 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 and the congregation shall continue in consultation, as specified in paragraph a. above, during a period of at least 90 days after receipt by the synod of the notice as specified in paragraph b. above.**
- d. If the congregation, after such consultation, still seeks to terminate its relationship, such action may be taken at a legally called and conducted special meeting by a two-thirds vote of the voting members present. Notice of the meeting shall be mailed to all voting members and to the bishop at least 10 days in advance of the meeting. Unless he or she is voting member of the congregation, the bishop and the bishop's designees, if any, shall have voice but not vote at the meeting.**
- e. A copy of the resolution, attesting that the special meeting was legally called and conducted and certifying the outcome of the vote, shall be sent to the bishop within 10 days after the resolution has been adopted, at which time the relationship between the congregation and this church shall be terminated subject to paragraphs g., h., and i. below. Unless this notification to the bishop also certifies that the congregation has voted by a two-thirds vote to affiliate with another Lutheran denomination, the congregation will be conclusively presumed to be an independent or non- Lutheran church.**
- f. Notice of termination shall be forwarded by the bishop to the secretary of this church, who shall report the termination to the Churchwide Assembly.**
- g. Congregations seeking to terminate their relationship with this church which fail or refuse to comply with each of the foregoing provisions in *C6.05., shall be required to receive Synod Council approval before terminating their membership in this church.**
- h. Congregations which had been members of the Lutheran Church in America shall be required, in addition to complying with the foregoing provisions in *C6.05., to receive synodical approval before terminating their membership in this church.**

Formatted: Left, Indent: Left: 0.25", Hanging: 0.25"

- i. Congregations established by the Evangelical Lutheran Church in America shall be required, in addition to complying with the foregoing provisions in *C6.05, to satisfy all financial obligations to this church and receive Synod Council approval before terminating their membership in this church.
- j. If a congregation fails to achieve the required two-thirds vote of voting members present at the congregation's first meeting as specified in paragraph a. above, another special meeting to consider termination of relationship with this church may be called no sooner than six months after that first meeting. If a congregation fails to achieve the required two-thirds vote of voting members present at the congregation's second meeting as specified in paragraph d. above, another attempt to consider termination of relationship with this church must follow all requirements of *C6.05. and may begin no sooner than six months after that second meeting.

*C6.06

If this congregation considers relocation, it shall confer with the bishop of the synod in which it is territorially located **and the appropriate program unit of the churchwide organization** before any steps are taken leading to such action. The approval of the Synod Council shall be received before any such action is effected.

*C6.07

If this congregation considers developing an additional site to be used regularly for worship, it shall confer with the bishop of the synod in which it is territorially located and the appropriate program unit of the churchwide organization before any steps are taken leading to such action.

Chapter 7
Property Ownership

*C7.01

If this congregation ceases to exist, title to indisposed property shall pass to the East Central Synod of Wisconsin 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 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 **legally** 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, **provided the process for termination of relationship in *C6.05 has been followed.** Before this congregation takes action to transfer to another Lutheran **church** body, it shall consult with the representatives of the East Central Synod of Wisconsin.

Deleted: This congregation may terminate its relationship with the Evangelical Lutheran Church in America by the following procedure:¶

¶
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.¶

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.¶

The bishop of the synod shall consult with this congregation during a period of at least 90 days.¶

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.¶

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 the Evangelical Lutheran Church in America shall be terminated.¶

Notice of termination shall be forwarded by the synodical bishop to the secretary of this church and published in the periodical of this church.¶

Formatted: Left

Deleted: is

Deleted: ing

Formatted: Centered

Deleted: regularly

Deleted: Church

Deleted: Church

*C7.04

If a two-thirds majority of the voting members of this congregation present at a **Jegally** called and conducted special meeting of this congregation vote to become independent or relate to a non-Lutheran church body **and have followed the process for termination of relationship in *C6.05**, title to 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 this 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 this 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.

Deleted: regularly

Deleted: d

Deleted: <#>¶

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 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, during the current or preceding calendar year, shall have communed in this congregation and shall have made a contribution of record to this congregation. Members of this congregation who have satisfied these basic standards shall have the privilege of voice and vote at every regular and special meeting of the congregation.**
- d. **Associate members are persons holding membership in other Christian congregations who wish to retain such membership but desire to participate in the life and mission of this congregation, or persons who wish to retain a relationship with this congregation while being members of other congregations. 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.**

Formatted: Bullets and Numbering

Deleted: s

Deleted: ¶

Comment [Office1]: Moved from B8.02.04

Comment [Office2]: Moved from B8.02.08

Comment [Office3]: Moved from B8.02.09

B8.02.01

A child, whose parent(s) or guardian(s) is(are) a member(s) of the congregation, shall, upon receiving Baptism, become a baptized member.

B8.02.02

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 the child is to be a baptized member of another congregation, in which case the child's membership shall be transferred to that congregation.

Deleted: ;

B8.02.03

A child baptized in another congregation shall be received as a baptized member in the congregation when a transfer has been received.

B8.02.04

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 member of the congregation.

B8.02.05

A baptized adult, not previously a confirmed member of a Lutheran congregation, shall become a confirmed member of the congregation through Affirmation of Baptism, having received instruction and having given evidence of adequate understanding of the teachings of the Word of God as confessed by the Lutheran Church.

Deleted: ¶

b. Confirmed members are baptized persons who have been confirmed in this congregation, those who have been received by adult baptism or transfer as confirmed members from other Lutheran congregations, or baptized persons received by affirmation of faith.¶

B8.02.06

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 B8.02.04 shall be considered a confirmed member without participation in the rite of confirmation.

B8.02.07

An applicant for membership who presents a Letter of Transfer, which certifies the applicant is a confirmed member in good standing of a Lutheran congregation, shall become a confirmed member of the congregation upon approval by the Congregational Council. The acceptance of the applicant shall be reported to the congregation.

B8.02.08

An applicant for membership who presents evidence of confirmation in a Lutheran congregation, but does not have a Letter of Transfer shall be admitted to confirmed membership when the Congregation Council has determined that they meet the standards of Christian faith and life indicated in the constitution and bylaws and when this person has reaffirmed their faith before the congregation.

Deleted: ¶

c. . Voting members are confirmed members. Such confirmed members shall have communed and made a contribution of record during the current or preceding calendar year.¶
¶
¶

B8.02.09

The Congregation Council shall determine the roster of voting members of the congregation in accordance with the provisions of the constitution and bylaws.

*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, **the** synod, and the churchwide organization of the Evangelical Lutheran Church in America through contributions of their time, abilities, and financial support as biblical stewards.

Deleted: ¶

<#>Associate members are persons holding membership in other 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.¶

Formatted: Left

Deleted: Church

Deleted: -

Deleted: ¶

B8.04.01

Participation in Holy Communion shall be open to baptized members of this congregation and to individual members of other congregations who accept the Lutheran teaching in regard to Holy Communion as set forth in B8.04.02.

B8.04.02

Holy Communion requires sincere repentance, faith in Jesus Christ as Savior and an earnest desire to amend one's sinful life, as well as acceptance of the scriptural teaching of the Real Presence of Christ with his body and blood in the Sacrament. Written notice or oral announcements make prospective participants aware of these requirements.

B8.04.03

Record of participation in Holy Communion shall be maintained. If a member of another congregation communes, notice shall be sent to their pastor.

*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 Congregation Council; or
- e. Removal from the roll due to inactivity as defined by 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.**

Deleted: ¶

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

B8.05.01

A confirmed member who does not, for a period of one year, partake of Holy Communion, and does not make a contribution of record, shall be contacted by the

pastor or a council designee, and encouraged to active membership. If, during the second year, the confirmed member does not actively participate, their 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.

B8.05.02

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

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 **legally** 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.

B9.01.01

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 Evangelical Lutheran Church in America. It shall be signed by the chairperson and secretary of the meeting at which the Call was voted, and shall be attested to by the signature of the synod bishop.

B9.01.02

The Call shall normally be for an indefinite time.

*C9.02

Only a member of the clergy roster of the Evangelical Lutheran Church in America or a candidate for the roster of ordained ministers who has been recommended for the congregation 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,

a. Every ordained minister shall:

- 1) preach the **Word**;
- 2) administer the sacraments;
- 3) conduct public worship;
- 4) provide pastoral care; and
- 5) speak publicly to the world in solidarity with the poor and oppressed, calling for justice and proclaiming God's love for the world.

b. Each ordained minister with a congregational call shall, within the congregation:

Comment [Office4]: The deleted section below was noted by the Synod's attorney as being in direct conflict with the Model Constitution and our Constitution, Section *C9.01.

Deleted: A call to a clergy person 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.

Deleted: word

- 1) offer instruction, confirm, marry, visit the sick and distressed, and **bury the dead**;
 - 2) supervise all schools and organizations of the congregation;
 - 3) install regularly elected members of the Congregation Council; and
 - 4) with the council, administer discipline.
- c. Every pastor shall:
- 1) strive to extend the Kingdom of God in the community, in the nation, and abroad;
 - 2) seek out and encourage qualified persons to prepare for the ministry of the Gospel;
 - 3) impart knowledge of this church and its wider ministry through distribution of its periodicals and other publications; and
 - 4) endeavor to increase the support given by the congregation to the work of the church-wide organization of the Evangelical Lutheran Church in America and **of** the East Central Synod of Wisconsin of the ELCA.

Deleted: preside over funerals and memorial services

Deleted: as an ex-officio member of those organizations

***C9.04**

The specific duties of the pastor, compensation, and other matters pertaining to the service of the pastor shall be included in the **letter of call**, which shall be attested by the bishop of the synod.

Deleted: Letter

Deleted: Call

***C9.05**

- a. The call of a 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 and for the following reasons:
1. mutual agreement to terminate the call or the completion of a call for a specific term;
 2. resignation of the pastor, which shall become effective, unless otherwise agreed, 30 days after the date on which it was submitted;
 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;
 6. the dissolution of the congregation **or the termination of a parish arrangement**; or
 7. suspension of the congregation as a result of **discipline** proceedings.
- b. When allegations of physical or mental incapacity of the pastor or ineffective conduct of the pastoral office have come to the attention of the bishop of the synod, the bishop in his/her sole discretion may, or when such allegations 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

Deleted: of time

Deleted: disciplinary

members of the congregation, the bishop shall 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 the 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 that 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 ~~at a legally called meeting after consultation with the bishop, either (a) by a two-thirds majority vote of the voting members present and voting where the bishop and the committee did not recommend termination of the call, or (b) by a simple majority vote of the voting members present and voting where the bishop and the committee recommended termination of the call.~~
- e. If, in the course of the proceedings described in *C9.05.d, the committee concludes that there may be grounds for disciplinary action, the committee shall make recommendations concerning disciplinary action to the synodical bishop who may bring charges, in accordance with the provisions of the constitution and bylaws of the Evangelical Lutheran Church in America and the constitution of this synod.
- f. If, following the appointment of the committee described in *C9.05.b or d., 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 without prejudice and with pay provided through a joint ~~synodical and churchwide~~ fund and with housing provided by the congregation.

Deleted: by a two-thirds majority vote of the voting members present at a regularly called meeting after consultation with the bishop

Deleted: church-wide/synod

*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 **in this congregation** 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. **Unless previously agreed upon by the Synod Council, an interim pastor is not available for a regular call to the congregation served.**

Deleted: ¶
C9.05.01¶

¶
If a pastor receives a call to another ministry, they shall consult the Congregation Council, or the congregation, before reaching a decision. The pastor shall announce their decision as quickly as possible, normally within three weeks. The pastor shall notify the synodical bishop of their decision. When a call has been accepted, the pastor shall terminate their ministry as soon as feasible, normally within a month.¶

*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 **before beginning service in a call to another congregation or employment in another ministry setting related to the Evangelical Lutheran Church in America.**

*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. 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.

Deleted: ¶

Deleted: 0

Deleted: of years

*C9.12

The pastor **of this congregation:**

- a. shall keep accurate parochial records of all baptisms, confirmations, marriages, burials, communicants, members received, members dismissed, or members excluded from the congregation;
- b. shall submit a summary of such statistics annually to the synod; **and**
- c. **shall become a member of this congregation upon receipt and acceptance of the letter of call. In a parish of multiple congregations, the pastor shall hold membership in one of the congregations.**

Deleted: 1

Formatted: Indent: Left: 0.25", Hanging: 0.25", Numbered + Level: 1 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 0.25" + Tab after: 0.75" + Indent at: 0.75", Tabs: Not at 0.75"

Deleted: ,

Deleted: and

Deleted: <#>.¶
<#>¶

The pastor shall be a member of the congregation that has extended the letter of call. In a parish of multiple congregations, the pastor shall hold membership in one of the congregations

Deleted: 12.01

B9.12

The pastor(s) shall serve as ex-officio member(s) of all congregation mission teams, **committees**, and boards unless specified otherwise in this document.

*C9.13

The pastor(s) shall submit a report of his/her ministry to the bishop of the synod at least 90 days prior to each regular meeting of the Synod Assembly.

Formatted: Centered

*C9.14

The parochial records of this congregation shall be maintained by the pastor and shall remain the property of the congregation. The secretary of this congregation shall attest in writing to the bishop of this synod that such records have been placed in his or her hands in good order by a departing pastor before the installation of

that pastor in another field of labor or the granting by the synod of retired status to the pastor.

Ecumenical pastoral ministry

C9.20

C9.21

Under special circumstances, subject to the approval of the synodical bishop and the concurrence of this congregation, an ordained minister of a church body with which the Evangelical Lutheran Church in America officially has established a relationship of full communion may serve temporarily as pastor of this congregation under a contract between the congregation and the ordained minister in a form proposed by the synodical bishop and approved by the congregation.

Comment [Office5]: Begin non-mandatory model constitution language (no *).

Formatted: Centered

Formatted: Centered

Deleted: ¶

Chapter 10 Congregation Meeting

C10.01

The annual meeting of this congregation shall be held at the time specified in the bylaws.

B10.01.01

The annual meeting of this congregation shall be in January, after the 15th.

B10.01.02

The order of business at the annual meeting shall include:

- a. Opening devotion
- b. Approval of the minutes of the previous meeting
- c. Reports of the pastor(s), Congregation Council, treasurer, mission teams, committees and others
- d. Elections
- e. Approval of budget
- f. Unfinished business
- g. New business
- h. Closing prayer

B10.01.03

The annual meeting shall receive reports from all the organizations of the congregation. Such reports, including a financial statement, shall be submitted in writing to the pastor not less than two weeks before such meeting.

Deleted: C10

Comment [Office6]: Could this be worded in a better way (i.e. All organizations of this congregation shall submit reports for the annual meeting.).

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 by the president of the congregation at the written request of 15 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** by mail to all voting members, postmarked 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. **Electronic notice of meetings may be provided in addition to notice by regular mail.**

Deleted: or
Deleted: s

C10.04

Twenty voting members shall constitute a quorum.

Comment [Office7]: Council determines this number.
Deleted: Twenty-five

C10.05

Voting by proxy or by absentee ballot shall not be permitted.

C10.06

All actions **approved** by the congregation shall be by majority vote **of those voting members present and voting**, except as otherwise provided in this constitution **or by state law**.

Deleted:

B10.06.01

The current roster of voting members shall be available at each meeting of the congregation.

C10.07

Robert's Rules of Order, latest edition, shall govern parliamentary procedure of all meetings of this congregation.

Chapter 11
Officers

C11.01

The officers of this congregation shall be the president, vice president, secretary, and treasurer.

Deleted: ¶
¶

- a. Duties of the officers shall be specified in the bylaws.
- b. The officers shall be voting members of the congregation.
- c. Officers of this congregation shall serve similar offices of the Congregation Council and shall be voting members of the Congregation Council.

B11.01.01
Duties of Officers

- a. The president shall preside at meetings of the Congregation Council and of the congregation unless the meeting decides otherwise.
- b. The vice-president shall preside at the meetings of the Congregation Council and of the congregation in the absence of the president unless the meeting decides otherwise.
- c. The secretary shall keep the minutes of the Congregation 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/she shall receive and disburse such funds in accordance with the decisions of the congregation or the Congregation Council.

C11.02

The Congregation shall elect its president, vice president, secretary, and treasurer for terms of three years.

Comment [Office8]: There are various options in the Model.

Comment [Office9]: The Model Constitution says "one year."

B11.02.01

Since it is incumbent upon all members of the congregation to make diligent use of the Word of God in public worship and to attend the Lord's Supper, any officer, mission team member, or committee member who neglects these privileges shall forfeit the right to serve in their appointed capacity.

C11.03

No officer shall hold more than one office at a time. The president, vice president and secretary may serve two consecutive terms and treasurer may serve indefinitely.

Comment [Office10]: The Model reads: "No elected officer shall be eligible to serve more than two consecutive terms in the same office."

Chapter 12
Congregation Council

C12.01

The voting membership of the Congregation Council shall consist of the officers of the congregation and no more than 10 members of the congregation. Any voting member of the congregation may be elected, subject only to the limitation on the length of continuous service permitted in that office. A member's place on the Congregation Council shall be declared vacant if the member:

- a. Ceases to be a voting member of this congregation or
- b. Is absent from four successive regular meetings of the Congregation Council without cause.

Formatted: Indent: Left: 0.25"

Consistent with the laws of the state in which this congregation is incorporated, the congregation may adopt procedures for the removal of a member of the Congregation Council in other circumstances.

B12.01.01

A member of the Congregation Council who is absent without excuse from two consecutive regular meetings shall be consulted by the president of the congregation. If

they are absent from four consecutive regular meetings without valid excuse, the Council may declare the office vacant.

C12.02

The Council members of the Congregation except the pastor(s), shall be elected to serve for 3 years or until their successors are elected. Such members shall be eligible to serve no more than two full terms consecutively. **Their terms shall begin at the close of the annual meeting at which they are elected.**

Comment [Office11]: The Model says "one year."

C12.03

Should a member's place on the Congregation Council be declared vacant, the Congregation Council shall elect, by majority vote, a successor until the next annual meeting.

B12.03.01

Should the unexpired term be one year or less it shall not be considered in determining eligibility for succession.

C12.04

The Congregation Council shall have general oversight of the life and activities of this congregation, and in particular its worship life, to the end that everything be done in accordance with the Word of God and the faith and practice of the Evangelical Lutheran Church in America. The duties of the Congregation Council shall include the following:

Deleted: s

- a. Lead this congregation in stating its mission, to do long-range planning, to set goals and priorities, and to evaluate its activities in light of its mission and goals.
- b. Seek to involve all members of this congregation in worship, learning, witness, service, and support.
- c. Oversee and provide for the administration of this congregation to enable it to fulfill its functions and perform its mission.
- d. Maintain supportive relationships with the pastors(s) and staff and help them annually to evaluate the fulfillment of their calling, appointment, or employment.
- e. Be examples individually and corporately of the style of life and ministry to be expected of all baptized persons.
- f. Promote a congregational climate of peace and goodwill and, as differences and conflicts arise, to endeavor to foster mutual understanding.
- g. Arrange for pastoral service during the sickness or absence of the pastor.
- h. Emphasize partnerships with the synod and church-wide **organizations** of the Evangelical Lutheran Church in America as well as cooperation with other congregations, both Lutheran and non-Lutheran, subject to established policies of the synod and the Evangelical Lutheran Church in America.
- i. Recommend and encourage the use of program resources produced or approved by the Evangelical Lutheran Church in America.
- j. Seek out and encourage qualified persons to prepare for the ministry of the Gospel.

Deleted: units

Deleted: ¶
¶
¶

C12.05

The Congregation Council shall be responsible for the financial and property matters of this congregation.

- a. The Congregation Council shall be the board of trustees of this congregation, and as such shall be responsible for maintaining and protecting its property and the management of its business and fiscal affairs. It shall have the powers and be subject to the obligations that pertain to such boards under the laws of the State of Wisconsin, except as otherwise provided herein.
- b. **The Congregation Council shall not have the authority to buy, sell, or encumber real property unless specifically authorized to do so by a meeting of the congregation.**
- c. **The Congregation Council may enter into contracts of up to one percent (1%) of the annual budget for items not included in the annual budget.**
- d. **The Congregation Council shall prepare an annual budget for adoption by this congregation, shall supervise the expenditure of funds in accordance therewith following its adoption, and may incur obligations of more than one percent (1%) of the annual budget in excess of the anticipated receipts only after approval by a Congregation Meeting. The full budget shall include this congregation's full indicated share in support of the wider ministry being carried on in partnership with the synod and church-wide organization.**
- e. **The Congregation Council shall ascertain that the financial affairs of this congregation are being conducted efficiently, giving particular attention to the prompt payment of all obligations and to the regular forwarding of benevolence monies to the synodical treasurer.**
- f. **The Congregation Council shall be responsible for this congregation's investments and its total insurance program.**

Formatted: Bullets and Numbering

Comment [Office12]: Amount is determined by Pilgrim Congregation.

Comment [Office13]: Amount is determined by Pilgrim Congregation.

Comment [Office14]: Moved from Sec. B12.05.03

Comment [Office15]: Moved from Sec. B12.05.06

Comment [Office16]: Moved from Sec. 12.05.07.

Formatted: Indent: Left: 0.25"

B12.05.01

The Congregation Council shall be responsible for the building 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 Congregation Council for its approval. Special requests for the use of the building received too late to be approved at a regular meeting of the Congregation Council may be approved by consensus of three officers of the congregation with advisement from the pastor.

B12.05.02

The Congregation Council has authority between meetings of the congregation to choose delegates to any group or meeting in which the congregation is entitled to representation.

CRB12.05.02.01

The Congregation Council will pay the following expenses acquired while representing this congregation at official functions. Expense receipts are required for reimbursement.

- a. Registration fees
- b. Reasonable and customary motel charges
- c. Reasonable and customary meal fees
- d. Mileage at the current GSA rate

B12.05.03

The Congregation Council shall make sure that the treasurer and others who have access to the funds of the congregation are adequately bonded.

Formatted: Bullets and Numbering

Deleted: ¶

¶
a. The Congregation Council shall not have the authority to buy, sell, or encumber real property unless specifically authorized to do so by a meeting of the congregation.¶
The Congregation Council may enter into contracts of up to one percent (1%) of the annual budget for items not included in the annual budget.¶
The Congregation Council shall prepare an annual budget for adoption by this congregation, shall supervise the expenditure of funds in accordance therewith following its adoption, and may incur obligations more than one percent (1%) of the annual budget in excess of the anticipated receipts only after approval by a Congregation Meeting. The full budget shall include this congregation's full indicated share in support of the wider ministry being carried on in partnership with the synod and church-wide organization.

B12.05.04

The Congregation Council may appeal to the congregation for special offering on behalf of causes or needs which may, or may not, be included in the annual budget. All special offerings to come before the congregation must be approved by the Congregation Council.

B12.05.05

The Congregation Council shall strive to keep fund-raising practices free from appeals to unhealthy motivations such as greed or materialism.

B12.05.06

The Congregation Council shall accept and acknowledge gratefully all special gifts to the congregation that it deems timely and appropriate.

B12.05.07

The Congregation Council shall review annually the salary of the staff, and may make adjustments from time to time within the limits of the total budget approved by the congregation.

Deleted: <#> The Congregation Council shall ascertain that the financial affairs of this congregation are being conducted efficiently, giving particular attention to the prompt payment of all obligations and to the regular forwarding of benevolence monies to the synodical treasurer.¶

C12.06

The Congregation Council shall see that the provisions of this constitution and its bylaws and the continuing resolutions are carried out.

Deleted: <#> The Congregation Council shall be responsible for this congregation's investments and its total insurance program.¶

C12.07

The Congregation Council shall provide for an annual review of the membership roster.

C12.08

The Congregation Council shall be responsible for the **employment** and supervision of **staff** of this congregation. **Nothing in this provision shall be deemed to affect the congregation's responsibility for the call, terms of call, or termination of call of any employees who are on a roster of this church.**

Deleted: appointment

Deleted: the salaried workers

B12.08.01

The Congregation Council shall elect the Parish Education Associate upon nomination by the mission team on Education.

C12.09

The Congregation Council shall submit a comprehensive report to this congregation at the annual meeting.

C12.11

The Congregation Council shall normally meet once a month. Special meetings may be called by the pastor or the president, or shall be called at the request of at least one-half of its members. Notice of each special meeting shall be given to all who are entitled to be present.

Deleted: 0

Comment [Office17]: Model says "and."

CR12.11.a

Congregation Council agenda items shall include:

January

- Review the Annual Meeting Agenda
- Receive nominations for Congregation Council
- Receive membership roster for Annual Meeting
- Approve the proposed budget for the Annual Meeting

February

- Orientation and introduction of newly elected Congregation Council members

May

- Set a date for the Annual Meeting

October

- Budget Committee charged
- Designate Thanksgiving offering

November

- Nominating Committee charged
- Appointment of Aesthetics Committee vacancy
- Mission team budget requests submitted to Vice President, Budget Committee chair.
- Review of "Needs" list

December

- Proposed budget review
- Audit Committee selection
- Annual reports deadline set for all organizations
- Nomination of two out-going Congregation Council members to next year's Nominating Committee.

Deleted: ¶

¶
¶
¶

Comment [Office18]: Section B.10.01.01 states that the dates shall be in January, after the 15th.

Comment [Office19]: Section B.13.03.01 describes the composition and charge of the Budget Committee.

C12.12

A quorum for the transaction of business shall consist of a majority of the members of the Congregation Council, including the pastor or interim pastor, except when the Pastor or Interim Pastor requests or consents to be absent and has given prior approval to the

Deleted: B

Deleted: an

agenda **for a particular regular or special meeting**, which shall be the only business of the meeting. Chronic or repeated absence of the pastor or interim pastor who has refused approval of the agenda of a subsequent regular or special meeting shall not preclude action by the Congregation Council, following consultation with the synodical bishop.

Deleted: of routine matters

Deleted:

Chapter 13 Congregational Committees and Mission Teams

C13.01

The officers of this congregation and the pastor(s) shall constitute the Executive Committee.

B13.01.01

The Executive Committee shall act for the Congregation Council in situations when it is not feasible to call the Congregation Council into session. All actions of the Executive Committee shall be reported to, and received by, the Congregation Council.

B13.01.02

The Executive Committee shall supervise church personnel at the direction of the Congregation Council. They will recommend candidates for staff vacancies, except for the positions of Pastor or Parish Education Director. The Executive Committee shall encourage and assist all salaried workers in an annual evaluation of their ministries.

C13.02

A Nominating Committee of **four** voting members of this congregation, two of whom, if possible, shall be outgoing members of the Congregation Council, shall be elected at the annual meeting for a term of one year. Members of the Nominating Committee are not eligible for more than two consecutive terms.

Comment [Office20]: Model says "six."

B13.02.01

The Nominating Committee shall present for approval at the January meeting of the Congregation Council a slate of eligible candidates for election to the Congregation Council. These candidates shall be informed, prior to their acceptance, of the duties and responsibilities of Church Council service. **If possible, this list of nominees shall be published in the church bulletin on two consecutive Sundays prior to the Annual Meeting.** Nominations will also be received from the floor at the Annual Meeting.

Comment [Office21]: Pilgrim doesn't use this process.

C13.03

A Budget Committee shall prepare the proposed budget for the coming year and submit the same to the Congregation Council at its December meeting.

Comment [Office22]: This Section is not in the Model.

B13.03.01

The Budget Committee shall be composed of the President and Vice President of the Congregation, the Treasurer, the Congregation Council representative of the Stewardship and Church Property Mission Teams and the Pastor(s). The Vice President shall function

as the chair. The charge of the Budget Committee is to review all budgetary proposals and benevolence responsibilities, and from that, to build a budget within the limits of anticipated receipts.

C13.04

An Audit Committee of two voting members shall be elected by the Congregation Council. Audit Committee members shall not be members of the Congregation Council. Term of office will be two years, with one member elected each year. Members shall be eligible for reelection.

Comment [Office23]: Model says "three."

Comment [Office24]: Model says "three."

C13.05

A Mutual Ministry Committee (in the absence of a mutual ministry committee, the duties shall be fulfilled by the executive committee) shall be appointed jointly by the president and the pastor. Term of office shall be two years, with three members to be appointed each successive year.

Comment [Office25]: Model says "six."

Deleted: There shall be a Mutual Ministry Committee consisting of four trusted members of the congregation, two selected by the pastor(s) and two selected by the Congregation Council, for the purpose of communication and mutual support.¶

C13.06

When a pastoral vacancy occurs, a Call Committee of six voting members shall be appointed by this congregation. Term of office will terminate upon installation of the newly-called pastor.

Comment [Office26]: The Model allows for an alternate option of having the Congregation Council appoint the Call Committee.

C13.07

An Aesthetics Committee of three voting members shall be appointed by the Congregation Council. Each term shall be for three years, and each year one of the terms shall expire. Members of this committee may succeed themselves for an additional term. The senior member of this committee shall function as the chair. Upon occasion, as the Congregation Council determines, the Aesthetics Committee may be charged with the study of a proposed gift, purchase, or philosophy concerning furnishings, hangings, and other symbolisms under consideration by the Congregation Council.

Comment [Office27]: The Aesthetics Committee is not part of the Model.

Comment [Office28]: The month of November is when the appointment occurs, according to Section CR12.11.a

C13.08

Other Congregation committees may be formed as the need arises, by decision of the Congregation Council.

Deleted: ¶
¶

C13.09

Duties of the congregational committees and mission teams shall be specified in the continuing resolutions.

CR13.09.A

There shall be an Education Mission Team, of which one member shall be a member of the Congregation Council.

The Education Mission Team Shall:

1. Elect from its own membership a chairperson and a secretary.
2. Conduct meetings regularly.

3. Identify and recommend to the Congregation Council educational goals and objectives.
4. Evaluate the congregation's educational ministry periodically.
5. Develop an effective teaching ministry which includes the training of teachers and leaders, and provide opportunity for study by every member of the congregation through its teaching agencies.
6. Nominate a candidate for Parish Education Associate when that position is vacant, and bring that recommendation to the Congregation Council for approval.
7. Determine policy for the congregation's teaching ministry, supervise and coordinate all teaching agencies in the congregation.
8. Seek to extend the congregation's teaching ministry into constituents' homes by trying to assist parents to fulfill their teaching responsibilities and into the community by attempting to reach the unchurched for Jesus Christ.
9. Supervise the library.
10. Serve as the congregation's link to Synodical, Regional, and National committees on parish, college, and theological education.
11. Be open to cooperative educational efforts with other Christians in the community.
12. Report regularly to the Congregation Council on its activities and to the congregation at the annual meeting.
13. Supervise the Cradle Roll.

Deleted:

CR13.09B

There shall be an Evangelism Mission Team, of which one member shall be a member of the Congregation Council.

The Evangelism Mission Team shall:

1. Elect from its own membership a chairperson and secretary.
2. Conduct meetings regularly.
3. Identify and recommend to the Congregation Council evangelism goals and objectives for the congregation.
4. Evaluate progress towards those goals and objectives periodically.
5. Seek out the unchurched in the community and design methods of outreach that these may come to personal faith in Jesus Christ and enter the fellowship of the church.
6. Seek out inactive members of the congregation and use every laudable means to restore these individuals to active participation in the life and work of the Church.
7. Encourage the ministry of witnessing among the members of this congregation.
8. Seek out the members of the congregation who have special needs and minister the gospel of Jesus Christ to the whole person accordingly, using whatever obvious or creative means as are necessary or helpful.
9. Review the congregational structures so that there may be consistent evangelism in all elements of the congregation's life.

10. Set in motion the forces and programs which will cause the congregation as a whole, rather than merely the mission team itself, to fulfill the responsibilities of evangelism.
11. Minister intentionally to all congregational members in the Armed Forces.
12. Evaluate the congregation's overall evangelism program periodically, and make recommendations accordingly.
13. Serve as the congregation's link to Synodical, Regional, and National evangelical committees and personnel.
14. Be open to ecumenical efforts within the community to share the Gospel of Jesus Christ.
15. Report regularly to the Congregation Council on its activities and to the congregation at the annual meeting.

CR13.09.C

There shall be a Congregational Church Property Mission Team, of which one member shall be a member of the Congregation Council.

The Congregational Church Property Mission Team shall:

1. Elect from its own membership a chairperson and secretary.
2. Conduct meetings regularly.
3. Be responsible for the maintenance, repair, and improvement of all physical properties.
4. Identify and recommend to the Congregation Council immediate and long-range goals and objectives for the congregation.
5. Evaluate progress towards those goals and objectives periodically.
6. Be responsible for adequate insurance coverage of all kinds, presenting such programs to the Congregation Council as a whole for approval.
7. Be open to cooperative efforts with other congregations concerning the sharing of equipment, facilities, resources, etc.
8. Report regularly to the Congregation Council on its activities and the congregation at the annual meeting.

CR13.09.D

There shall be a Church and Society Mission Team of which one member shall be a member of the Congregation Council.

The Church and Society Mission Team shall:

1. Elect from its own membership a chairperson and a secretary.
2. Conduct meetings regularly.
3. In cooperation with the Education Mission Team, help the members of the congregation understand the issues that concern the community, nation, and world, and the bearing of Christian faith upon them.
4. Identify and recommend to the Congregation Council those specific areas of conscience and concern that call for action.

5. Take appropriate action upon the issues and help other members of the congregation become involved in acting upon them both as individuals and as the corporate community of faith.
6. Attempt to discover unmet human needs both within the congregation and throughout its neighborhood and larger community, and to devise ways of meeting those needs and to involve Christians in the fulfillment of social concerns.
7. Cooperate with other churches or community agencies in their study, education, service and action.
8. Support the work of Greater Wausau Christian Services (GWCS) and Faith in Action in the community. The Congregational Representative to GWCS and Faith in Action shall serve as members of the Church and Society Mission Team.
9. Stimulate and coordinate volunteer activity in the area of social services, within both the congregation and the community.
10. Evaluate periodically the strength of this congregation's witness to the concerns of our times.
11. Serve as the congregation's link to Synodical, Regional, and National committees on social service, research, social action, and special ministries of all kinds.
12. Report regularly to the Congregation Council on its activities and to the congregation at the annual meeting.

CR13.09.E

There shall be a Stewardship Mission Team, of which one member shall be a member of the Congregation Council.

The Stewardship Mission Team shall:

1. Elect from its own membership a chairperson and secretary.
2. Conduct meetings regularly.
3. Encourage liberal, thankful, loving, worshipful giving on the part of the membership.
4. Identify and recommend to the Congregation Council immediate and long-range stewardship goals.
5. Evaluate progress towards those goals and objectives periodically.
6. Study the best stewardship literature available, constantly discussing the principles of stewardship and using every biblically sound means to promote a strong stewardship consciousness.
7. Sponsor stewardship talks, discussions and forums.
8. Inform the congregation of the stewardship challenges of the Evangelical Lutheran Church in America.
9. Plan a scripturally valid stewardship program in which the members of the congregation are challenged and inspired to fund the work of the congregation locally, and the greater work of the church, worldwide. The results of this stewardship program shall be submitted to the Vice President of the Congregation (Budget Committee Chair) annually.

10. Encourage memorial and legacy gifts to the congregation and to the world-wide mission through the Evangelical Lutheran Church in America.
11. Distribute the talent forms of individual members to each of the Mission Teams concerned, so that the talents and abilities of this congregation shall be fully utilized.
12. Be responsible for the counting of offering monies, the counting personnel, the counting system, and the deposit of funds.
13. Be responsible for the general accounting system used by the congregation, making sure that all contributions are being credited as per the wishes of the contributors, and that all accounting procedures safeguard and properly disclose the financial state of the congregation.
14. Serve as the Congregation's link to the Synodical, Regional, and National stewardship committees and personnel.
15. Report regularly to the Congregation Council on its activities and to the congregation at the annual meeting.
16. There shall be a sub-committee under the Stewardship Mission Team called the Memorial Committee. The Memorial Committee shall consist of two voting members, one of which shall be a member of the Stewardship Mission Team. Members to this committee shall be appointed by the Congregation Council for indefinite terms. The Memorial Committee shall:

- a. maintain faithful records of all memorial gifts received by the congregation,
- b. acknowledge all memorial gifts in writing,
- c. advise the Congregation Council as to the status of all gifts and their amounts, and
- d. work with the Treasurer to make sure that all memorial gifts received are expended as per the wishes of the contributors.

← - - - - **Formatted:** Indent: Left: 0.75", Hanging: 0.25", Numbered + Level: 2 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 0.75" + Tab after: 1.42" + Indent at: 1.42", Tabs: 1", List tab + Not at 1.42"

CR13.09.F

There shall be a Worship and Church Music Mission Team, of which one member shall be a member of the Congregation Council. The Music Coordinator shall be a member of this committee.

The Worship and Church Music Mission Team shall:

1. Elect from its own membership a chairperson and a secretary.
2. Conduct meetings regularly.
3. Seek to interpret and enrich the worship life of the congregation.
4. Give leadership, counsel, and guidance in all matters pertaining to worship and church music within the congregation, working with the Pastor and Music Coordinator in the general planning process.
5. Welcome opportunities to worship with other Christians in other settings.
6. Identify and recommend to the Congregation Council immediate and long-range worship goals and objectives.
7. Evaluate progress towards these goals and objectives periodically.

8. Establish criteria for music to be used in the worship services, and at weddings and funerals, with counsel and cooperation of the Pastor and Music Coordinator.
9. Recruit and develop musical talent for both present and future service.
10. Be responsible for all elements needed for and contributing to regular and special services including hospitality, ushering, nursery services, readers, acolytes, assistants, preparation of the altar, preparation for and assistance with the communion service, care of all paraments and vestments.
11. Recommend to the Congregation Council reimbursement rates for substitute organists, guest musicians, and other resources procured for worship.
12. Support an Altar Guild. The Altar Guild shall care for paraments, vestments, candles, chancel decorations, and other articles used in the worship of the congregation. They shall see to the distribution of altar flowers. The Altar Guild shall also be responsible for procuring the supplies necessary for, and the preparations involved in, the Sacraments of Baptism and Holy Communion. The Altar Guild chair may invite as many members from the general membership to serve on the Guild as the chairperson deems necessary.
13. Serve as the congregation's link to Synodical, Regional and National committees on worship and church music.
14. Report regularly to the Congregation Council on its activities and to the congregation at the annual meeting.

CR13.09.G

There shall be a Youth Mission Team, of which one member shall be a member of the Congregation Council.

The Youth Mission Team shall:

1. Elect from its own membership a chairperson and a secretary.
2. Conduct meetings regularly.
3. Encourage a broad, meaningful, vital, balanced ministry to, with and through youth, one that includes personal faith, worship, education, witness, stewardship, service, fellowship and recreation.
4. Promote, guide and relate youth activities to the whole congregation.
5. Seek to involve the entire congregation, including specific lay leaders, in a ministry to the youth of this congregation and the greater community, as well.
6. Identify and interpret the needs, challenges, and aspirations of local youth.
7. Identify and recommend to the Congregation Council immediate and long-range goals and objectives for this ministry.
8. Evaluate progress toward those goals and objectives periodically.
9. Encourage participation in the camping ministries of the ELCA.
10. Provide helpful counsel and assistance to youth in determining their life work under God.
11. Seek to prepare congregational youth for occupational or academic training beyond high school and to maintain meaningful, helpful contact with them during such training.

12. Work with the Evangelism Mission Team in ministry to congregational members in the Armed Forces.
13. Serve as the congregation's link to Conference, Synod, Regional and National committees on youth, and also be a coordinating agency to interpret the relations of local youth to conference, Synod, Region, and National Lutheran Youth Organization and related youth ministries.
14. Report regularly to the Congregation Council on its activities and to the congregation at the annual meeting.

CR13.09.H

There shall be a Congregational Life Mission Team, of which one member shall be a member of the Congregation Council.

The Congregational Life Mission Team shall:

1. Elect from its own membership a chairperson and secretary.
2. Conduct meetings regularly.
3. Be responsible for the fellowship life of the congregation, with special sensitivity to all age groups, families, and special needs persons.
4. Recruit and coordinate resources for funeral and wedding lunches.
5. Be responsible for incorporating new members into the congregational family.
6. Be thoughtful for ways we might encourage the member of the congregation to know one another by name, and to support one another as members of Christ's family.
7. Review the current Pictorial Directory and, when necessary, recommend a new directory, along with a photographic firm to be engaged for the project.
8. Identify and recommend to the Congregation Council life and growth goals and objectives for the congregation.
9. Evaluate progress toward those goals and objectives periodically.
10. Be open to cooperative fellowship/growth efforts with other congregations.
11. Report regularly to the Congregation Council on its activities and the congregation at the annual meeting.

CR13.09.I

There shall be a Long Range Planning Committee.

A. Make up of Long Range Planning Committee:

1. One of the pastors
2. The President of the congregation
3. The Vice President of the congregation
4. A member of the Evangelism committee
5. One or two members of the congregation. Any Pilgrim member wishing to serve on this committee can contact any member of the Council or one of the pastors to volunteer.

B. The Long Range Planning Committee shall:

1. Elect from its own membership a chairperson and a secretary.

Formatted: Font: Not Italic

Formatted: Indent: Left: 0",
Numbered + Level: 1 + Numbering
Style: A, B, C, ... + Start at: 1 +
Alignment: Left + Aligned at: 0.25"
+ Tab after: 0.5" + Indent at: 0.5",
Tabs: 0.25", List tab + Not at 0.5"

Formatted: Numbered + Level: 1 +
Numbering Style: 1, 2, 3, ... + Start
at: 1 + Alignment: Left + Aligned at:
0.25" + Tab after: 0.5" + Indent at:
0.5"

Formatted: Numbered + Level: 1 +
Numbering Style: A, B, C, ... + Start
at: 1 + Alignment: Left + Aligned at:
0.25" + Tab after: 0.5" + Indent at:
0.5"

Formatted: Indent: Left: 0.25",
Numbered + Level: 2 + Numbering
Style: 1, 2, 3, ... + Start at: 1 +
Alignment: Left + Aligned at: 0.75"
+ Tab after: 1" + Indent at: 1",
Tabs: Not at 1"

2. Conduct meetings two or three times per year.
3. Encourage attendance by or submission of ideas from any interested member of the Pilgrim congregation.
4. Prayerfully consider our long range goals and plans.
5. Prepare a report to the Congregation Council after each meeting. The chairperson, or another committee representative, is encouraged to submit the report in person at the Council meeting following the committee meeting.
6. Annually, in December, submit either a new or revised Long Range Plan for Pilgrim Evangelical Lutheran Church. (added Aug 2000)

Chapter 14
Organizations within the Congregation

C14.01

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 and are subject to the congregation's oversight and direction. This congregation at its meeting shall determine their policies, guide their activities, and receive reports concerning their membership, work and finances.

Comment [Office29]: The Model doesn't include word "annual."

Deleted: annual

Deleted: ¶
¶

Deleted: ¶

Chapter 15
Discipline of Members **and Adjudication**

*C15.01

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 for discipline of a member. Prior to disciplinary action, reconciliation will be attempted following Matthew 18:15-17, proceeding through these successive steps:

Comment [Office30]: Begin Model language mandates.

Deleted:

- 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.

If for any reason, the Pastor is unable to administer the admonitions required by a. and b. hereof, the president of the congregation or vice president shall administer such admonitions.

*C15.02

The process for discipline of a member of the congregation shall be governed as prescribed by the chapter on discipline in the *Constitution, Bylaws, and Continuing resolutions of the Evangelical Lutheran Church in America*. **If discipline against a member proceeds beyond counseling and admonition by the pastor, charges against the accused member(s) that are specific and in writing shall be prepared by member(s) of the congregation who shall sign the charges as the accuser(s). The written charges shall be filed with the pastor, who shall advise the Congregation Council of the need to issue a written citation to the accused and the accusers that**

Formatted: Font: Italic

Deleted: A member charged with the offense shall appear before the Congregation Council after having received a written notice, specifying the exact charges that have been made against the member, at least 10 days prior to the meeting.

specifies the time and place of the hearing before the Congregation Council. The written charges shall accompany the written citation to the accused. The written citation that specifies the time and place of the hearing before the Congregation Council and requests the presence of a member charged with the offense shall be sent at least ten days prior to the meeting. If the member charged with the offense fails to appear at the scheduled hearing, the Congregation Council may proceed with the hearing and may pass judgment in the member's absence.

***C15.03**

Members of the Congregation Council who participate in the preparation of the written charges or who present evidence of testimony in the hearing before the Congregation Council are disqualified from voting upon the question of the guilt of the accused member. Should the allegations be sustained by two-thirds majority vote of the members of the Congregation Council, who are not disqualified but who are present and voting, and renewed admonition prove ineffectual, 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.

***C15.04**

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 the decision of the Synod Council shall be final.

***C15.05**

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.

***C15.06**

For disciplinary actions in this congregation, "due Process" shall be observed as specified in 20.41.04, in the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America.*

***C15.07**

No member of a congregation shall be subject to discipline for offenses that the Congregation Council has previously heard and decided, unless so ordered by the Synod Council after an appeal.

***C15.10**

Deleted: ;

Formatted: Centered, Indent: Left: 0"

Formatted: Indent: Left: 0"

Formatted: Centered, Indent: Left: 0"

Formatted: Indent: Left: 0"

Deleted: ¶

¶

¶

Adjudication

*C15.11

Deleted: 06

When there is a disagreement among factions within this congregation on a substantive issue that cannot be resolved by the parties, members of this congregation shall have access to the synodical bishop for consultation after informing the chair of the Congregation Council of his/her intent. If the consultation fails to resolve the issue(s), the Consultation Committee of the synod shall consider the matter. If the Consultation Committee of the synod shall fail to resolve the issue(s), the matter shall be referred to the Synod Council, whose decision shall be final.

Chapter 16 Bylaws

*C16.01

This congregation may adopt bylaws. No bylaw may conflict with this constitution.

*C16.02

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.

*C16.03

Changes to the bylaws may be proposed by any voting member, provided that such additions or amendments be submitted in writing to the Congregation Council at least sixty (60) days before a regular or special Congregation Meeting called for that purpose. The Congregation Council shall notify the members by mail of the congregation of the proposal with its recommendations at least thirty (30) days in advance of the Congregation Meeting.

Deleted: ,

Deleted: , however,

Deleted: , and that

Deleted: t

*C16.04

Approved changes to the bylaws shall be sent by the secretary of this congregation to the Synod.

Chapter 17 Amendments

*C17.01

Unless provision *C17.04 is applicable, those sections of this constitution that are not required, in accord with the *Model Constitution for Congregations of the Evangelical Lutheran Church in America*, may be amended in the following manner.

Amendments to this constitution may be proposed by at least fifteen (15) voting members or by the Congregation Council. Proposals must be filed in writing with the Congregation Council sixty (60) days before formal consideration by this congregation at its regular or special meeting called for that purpose. The Congregation Council shall notify the congregation members by mail of the proposal together with their recommendations at least thirty (30) days in advance of the Congregation Meeting.

Comment [Office31]: Council determines this number. Fifteen is a high and very unlikely number to meet. It means that all officers, the pastor, and all ten council members must propose the amendment. Frequently, not all seats on the council are filled.

*C17.02

An amendment to this constitution, **proposed under *C17.01**, shall:

- a. be approved at a **legally** called **Congregation** 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.

Deleted: proposed

Formatted: Indent: Left: 0.24", Hanging: 0.26", Numbered + Level: 1 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 0.5" + Tab after: 1.2" + Indent at: 1.2", Tabs: Not at 1.2"

Deleted: properly

*C17.03

Any amendments to this constitution **that result from the processes provided in *C17.01 and *17.02** 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 the notice by the synod unless the synod informs the congregation that the amendment is in conflict with the constitution and bylaws of the Evangelical Lutheran Church in America or the constitution of the East Central Wisconsin Synod.

*C17.04

This constitution may be amended to bring any section into conformity with a section or sections, either required or not required, of the Model Constitution for Congregations of the Evangelical Lutheran Church in America as most recently amended by the Churchwide Assembly. Such amendments may be approved by a simple majority vote of those voting members present and voting at any legally called meeting of the congregation without presentation at a prior meeting of the congregation, provided that the Congregation Council has submitted by mail notice to the congregation of such an amendment or amendments, together with the council's recommendations, at least thirty (30) days prior to the meeting. Upon the request of 15 voting members of the congregation, the Congregation Council shall submit such notice. Following the adoption of an amendment, the secretary of the congregation shall submit a copy thereof to the synod. Such provisions shall become effective immediately following a vote or approval.

Deleted: Whenever the Model Constitution for Congregations is amended by the Church wide Assembly, this constitution may be amended to reflect any such amendment by a simple majority vote at any subsequent meeting of the congregation without presentation at a prior meeting of the congregation, provided that the Congregation Council has submitted by mail notice to the congregation of such an amendment or amendments at least thirty days prior to the meeting. Following the adoption of an amendment, the secretary of the congregation shall submit a copy thereof to the synod, consistent with C17.03.¶

Comment [Office32]: Insert a number.

Chapter 18
Continuing Resolutions

*C18.01

The Congregation Council may enact continuing resolutions which describe the function of the various committees or organizations of this congregation.

*C18.02

Continuing resolutions shall be enacted or amended by **a majority vote of a meeting of the congregation or** a two-thirds vote of all voting members of the Congregation Council.

Chapter 19

Formatted: Centered

Indemnification

***C19.01**

Consistent with the provisions of the laws under which this congregation is incorporated, this congregation may adopt provisions providing indemnification for each person who, by reason of the fact that such person is or was a Congregation Council member, officer, employee, agent, or other member of any committee of this congregation, was or is threatened to be made a party to any threatened, pending, or completed civil, criminal, administrative, arbitration, or investigative proceeding.