

CONSTITUTION

ARTICLE I - NAME

The name of this congregation shall be the St. John's Evangelical Lutheran Congregation, U.A.C., located in Red Bud, Illinois.

ARTICLE II - MISSION

The purpose of this congregation shall be to give honor and glory to God, to carry out His Will, to assist in preaching the Gospel of Jesus Christ to all the world, to manifest the unity of our faith in Jesus Christ as God and Savior, to foster Christian fellowship and love, to extend a helping hand in human need, and to achieve our objectives by preaching of the Word of God, by the administration of the sacraments, and by the religious instruction of all its members according to the confessional standard of the Evangelical Lutheran Church.

ARTICLE III - CONFESSIONAL STANDARDS

This congregation accepts without reservation:

The Scriptures of the Old and New Testament as the inspired Word of God and the only rule and norm of faith and practice.

All the Symbolical Books of the Evangelical Lutheran Church as a true and unadulterated statement and exposition of the Word of God, to wit: the three Ecumenical Creeds (the Apostles' Creed, the Nicene Creed, the Athanasian Creed), the Unaltered Augsburg Confession, the Apology of the Augsburg Confession, the Smalcald Articles, the Large Catechism of Luther, the Small Catechism of Luther, and the Formula of Concord.

ARTICLE IV - MEMBERSHIP

The membership of this congregation includes the following:

Baptized members are all who have been baptized in the name of the Triune God and who are under the spiritual care of the pastor of this congregation, including the children who have not yet been confirmed.

Communicant members are those baptized members who have been confirmed in the Lutheran faith, accept the confessional standard of Article III of this constitution, are familiar at least with the contents of Luther's Small Catechism, and are not members of organizations (secret society-lodge) whose principles and conduct conflict with the Work of God.

Voting members are communicant members who have reached the age of 18 years.

ARTICLE V - RECEPTION

Baptized and communicant members are received through the sacrament of Holy Baptism, through the consent of one or both parents in the case of children who have been baptized in another Christian congregation, through the rite of confirmation, through transfer from a sister congregation, through the profession of faith or reaffirmation of faith. The reception shall be approved by the voters assembly. Eligible communicant members may be received as voting members upon approval by the voters assembly.

ARTICLE VI - DUTIES

Members of the congregation shall conform their entire lives to the rule of God's Word, shall not live in manifest works of the flesh, and to that end make diligent use of the means of grace, exercise faithful stewardship of God's many gifts and talents, impart and accept fraternal admonition as the need of such admonition becomes apparent, and be readily available for service in the Kingdom of Christ within and beyond the congregation.

ARTICLE VII - TERMINATION

Membership shall be terminated by transfer to a sister congregation, by death, by joining a congregation outside the fellowship of this congregation, by excommunication, or by self-exclusion.

Communicant members who conduct themselves in an unchristian manner shall be admonished according to Matthew 18: 15-20; if they remain impenitent after proper admonition, they shall be excommunicated. Each case shall be presented individually to the voters assembly for a decision. If such members deliberately absent themselves from the meeting(s) at which their case is to be discussed, they shall be regarded as having excluded themselves from membership of the congregation.

When an excommunicated person repents and asks forgiveness he shall be reinstated into membership according to 2 Corinthians 2:5-11.

ARTICLE VIII - PASTORS AND TEACHERS

Only such candidates, pastors, and teachers shall be called as profess to be in full accord with the Confessional standard as set forth in Article iii of this Constitution and are members of, or have applied for membership in the same orthodox Synod of which the congregation belongs.

Any pastor, called teacher, officer or member of any board may be removed from office by the voters assembly by a two-third's majority ballot vote, in Christian and lawful order for one of the following reasons: persistent adherence to false doctrine, scandalous life, willful neglect, or inability to perform the duties of the office.

The congregation may request the resignation of any pastor, called teacher, or officer from his/her position in the congregations in the case of prolonged incapacity or general incompetence.

ARTICLE IX - CHRISTIAN EDUCATION

The congregation shall provide opportunities for the continuing Christian education of all its members and shall maintain a Christian Day School for the education of its children in the pure doctrine of God's Word. Members of the congregation shall be encouraged to send their children to the congregation's school.

ARTICLE X - AUTHORITY OF THE CONGREGATION

The voters assembly shall be the governing body of this congregation and shall be empowered to administer and manage all its affairs. The establishment and conduct of all organizations and societies within the congregation or related directly to it shall be subject to the approval and supervision of the voters assembly.

All matters shall be decided by a majority vote of the voters assembly unless otherwise specified by this constitution or bylaws, including matters of doctrine and conscience which shall be decided only on the basis of the Word of God. However, in matters of a building program involving large sums of money, a two-thirds majority of those voting shall be required.

The rite of calling pastors or teachers shall be vested in the voters assembly and shall not be delegated otherwise.

ARTICLE XI - OFFICERS, BOARDS, AND COMMITTEES

This congregation shall have the following officers, boards, and committees in addition to any which the congregation shall authorize from time to time. Said officers, boards, and committees shall be elected or appointed for the terms as stated herein unless otherwise indicated:

Officers

A chairman, vice-chairman, and a treasurer, each elected for a term of one year.

A secretary elected for a term of three years.

Boards

A Board of Elders, consisting of nine (9) male voting members each elected for a term of three (3) years.

A Board of Trustees, consisting of five (5) voting members, each elected for a term of three (3) years.

A Board of Trustees, consisting of five (5) voting members, each elected for a term of three (3) years.

A Board of Parish Education, consisting of five (5) voting members, each elected for a term of three (3) years.

A Board of Finance consisting of nine (9) voting members, each elected for a term of three (3) years.

An Estate Fund Committee consisting of five (5) voting members, each elected for a term of five (5) years.

A Cemetery Committee consisting of three (3) voting members appointed by the chairman of the congregation.

The members shall serve for five (5) years.

An Ushers Committee consisting of three (3) members, appointed by the chairman of the congregation. The members shall serve for five (5) years.

An Auditing Committee consisting of three (3) members, appointed by the chairman of the congregation. The members shall serve for three (3) years.

A Christ Our Savior Lutheran High School Committee of three (3) voting members, each elected for a term of two (2) years.

A Nominating Committee consisting of the retiring members of the church council except for the Chairman and Vice-Chairman.

ARTICLE XII - SYNODICAL MEMBERSHIP

This congregation shall be a member of The Lutheran Church-Missouri Synod as long as the Synod conforms to the congregation's confessional standard as in Article III determined by a majority vote of the congregation at a meeting called for that purpose. It shall send its pastor, teacher(s) and lay delegate to the District convention of such Synod.

It shall be the duty of the congregation and its individual members to support the work of Synod in all its activities according to their ability.

ARTICLE XIII - DOCTRINAL LITERATURE

Only such hymns, prayers, and liturgies shall be used in the public services of this congregation, and in all ministerial acts as conform to the confessional standard of Article III of this constitution. Likewise, in all classes for instruction in Christian doctrine, only such books shall be used as conform to this standard.

ARTICLE XIV - DIVISION

If at any time a division shall take place on account of doctrine, or any other reason the property of the congregation and all benefits connected therewith shall remain with those communicant members who continue to adhere in confession and practice to Article III of this constitution.

In the event the congregation should dissolve, the property and all rights connected therewith shall be transferred to that district of the Synod in which the congregation held membership at the time of dissolution.

ARTICLE XV - MEETINGS

Meetings of the voters assembly shall be held as determined in the by-laws.

ARTICLE XVI - QUORUM

A quorum, at a validly called meeting, shall consist of not less than forty (40) voting members of the congregation.

ARTICLE XVII - LIMITATIONS OF HOLDING OFFICE

Female voting members of the congregation may serve as officers and as members of boards and committees as long as these position are not directly involved in the specific functions of the Pastoral office (preaching, the public administration of the sacraments, church discipline) and as long as this service does not violate the order of creation (usurping authority over men). Accordingly they shall not serve as pastor, as a member of the board of elders, as chairman or vice-chairman of the congregation.

ARTICLE XVIII - AMENDMENTS

To amend any article of this constitution or its by-laws, it shall be required that the proposed amendment shall have been presented in writing and read in a regular called meeting, and after which the same has been again presented and read at the next regular called meeting a two-thirds ($\frac{2}{3}$) majority of the members voting at such next meeting shall have cast their votes in favor of such amendment.

BY-LAWS

ARTICLE I - PROCEDURES FOR CALLING PASTORS AND TEACHERS

When a pastor or a teacher is to be called, every member of the congregation should have the privilege of making one or more nominations. The congregation shall also ask the president of the synodical district for recommendations.

In the case of a pastoral call the Board of Elders shall serve as the screening committee, and in the case of the calling of a teacher the Board of Parish Education shall perform that function.

In the screening process the respective board shall submit all names to the respective district president for information and evaluation. After receiving information and recommendations from the district president, the respective board shall present to the congregation , by means of public announcement at least three (3) preferred candidates, together with a biographical sketch of each.

At the voters assembly meeting called for the purpose of electing a new pastor or teacher, the preferred list may be amended by means of a majority vote of those voting. The preferred list then shall constitute the candidates on the ballot.

Balloting shall proceed by means of a secret ballot vote. A majority is needed in order to determine the disposition of the call.

ARTICLE II - CHURCH COUNCIL

The Church Council shall consist of the chairman, vice-chairman, secretary, treasurer, the members of the Board of Elders, members of the Board of Trustees, members of the Board of Parish Education, members of the Board of Finance, members of the Estate Fund committee and the Christ Our Savior Lutheran High School representatives.

The pastor shall be an advisory member of each board. In the Church Council the pastor shall have the power to vote and the principal of the parochial school shall also be a member of the Church Council and have the power to vote.

The Church Council shall meet as often as necessary. Extra meetings of the council may be called by order of the chairman or a majority of its members. It shall meet before every regular business meeting of the voters assembly to set up recommendations to be brought before the voters assembly.

ARTICLE III - VOTERS ASSEMBLY

A) Regular Meetings:

Regular meetings of the voters assembly shall be four (4) in number during the months of January, April, July and October. These meetings shall be announced in public services on two previous Sundays.

B) Special Meetings

Special meetings may be called by order of the Church Council. In exceptional cases, the pastor and the chairman may call a meeting of the voters assembly.

C) Order of Business

- 1) Scripture Reading and Prayer
- 2) Roll Call
- 3) Reading of the Minutes
- 4) Pastor(s) Reports
- 5) Reception of Members / Granting Letters of Transfer
- 6) Reports of Treasurers
- 7) Reports of Committees and action thereon
- 8) Unfinished Business
- 9) New Business
- 10) Adjournment
- 11) Prayer

ARTICLE IV - ELECTION OF OFFICERS AND BOARDS

The election of officers shall be by ballot. A simple majority shall decide the election. If possible, the election shall be held at the beginning of the year. Vacancy in office shall be filled at the next quarterly voters assembly in the usual manner.

ARTICLE V - DUTIES OF OFFICERS, BOARDS, AND COMMITTEES

1) Chairman:

The chairman shall preside at all business meetings of the voters assembly, and he shall exercise care that the meetings shall be conducted in an orderly Christian manner. He may attend all congregational board meetings in an advisory capacity; in general, he is the executive who shall be responsible to see to it that the work of the congregation is efficiently carried out.

2) Vice Chairman:

The vice-chairman shall perform the duties of the chairman upon the chairman's request, during his absence, or his inability to serve. In case of death, exclusion or resignation of the chairman, the vice-chairman shall serve the unexpired term of the chairman.

3) Secretary:

The secretary shall keep and maintain an accurate record of all transactions and resolutions of the voters assembly and the Church Council in both regular and special meetings. They shall also keep and maintain an accurate record of all voting members present at the regular voters assembly.

4) Treasurer:

The treasurer shall exercise only such power over congregational funds as have been delegated to them by the voters assembly. They shall submit their accounts to the Church Council whenever called upon to do so. They shall give a report quarterly to the voters assembly and an annual report to the regular annual meeting. All monies entrusted, as well as securities of the congregation shall be in the charge of the treasurer. They shall keep a written account of all monies received and disbursed by them and shall enter such accounts in books which shall remain the property of the congregation and shall be callable at any time. The treasurer's books shall be audited once each calendar year and a report of such audit shall be submitted at the next regular meeting. Should the treasurer become unable to fulfill their duties, the books and other valuable articles belonging to the congregation shall be taken into custody by any person whom the Church Council may appoint for this purpose. The treasurer must be accompanied by the chairman during all visits to the safety deposit box in the bank.

Day to day duties of the treasurer may be delegated to church office staff who shall be approved by the voters assembly. The treasurer shall maintain oversight of said duties.

5) Elders

The Board of Elders shall consist of nine (9) members. The elders shall counsel and assist the pastor(s) in the spiritual care of the individual members of the congregation and shall be governed in general by the following:

- a) Insure that the congregation functions in accordance with the established doctrine of the church as per constitution;
- b) Assist and participate in Baptisms and distribution of Holy Communion as assigned and scheduled;
- c) Review and recommend requests for admission to communicant membership by confirmation, transfer, or profession of faith, as per constitution;
- d) Review and recommend termination of communicant membership by reason of transfer, moving out of location, whereabouts unknown, joining another church, self-exclusion, or excommunication, as per constitution;

e) Make regular calls on inactive members in order to encourage them to return to hear and heed the Word of God and receive the Sacrament of the Alter;

f) Each member shall select one of the following ministry areas as their area of special responsibility: Evangelism- In-reach, Evangelism-Outreach, Shepherding, Social Ministry, Staff Affairs, Stewardship of Time and Talents, Stewardship of Treasure, and Worship. Each elder may appoint at least three (3) members from the congregation to serve with him on a committee, and shall conduct meetings of his committee on a regular basis.

6) Trustees:

The Board of Trustees shall consist of five (5) members. The trustees shall represent the congregation in all legal matters, such as, but not limited to: making contracts, accepting and receiving grants and bequests, sign documents, appear in court, administer and be in charge of the care and maintenance of all property and equipment of the congregation, according to the proper resolutions of the voters assembly. Said trustees shall not act on their own initiative and the congregation shall not be responsible for any act or acts that it has not authorized.

7) Board of Parish Education

The Board of Parish Education shall consist of five (5) members, of which one shall serve as the Sunday School Superintendent. The Board of Parish Education may appoint an assistant to the Sunday School superintendent who is not a member of the board. It shall have supervision of all educational agencies of the Church including, but not limited to, the Christian Day School, Preschool, Day Care, Sunday School, Bible Classes, and Youth ministries. The Board of Parish Education shall maintain and regularly review policies regarding students and staff to ensure quality Christian education. The Board of Parish Education shall regularly review the finances and accounts receivable of the agencies it supervises. The Board of Parish Education shall supervise the school Principal. Advisory members shall consist of the Pastors, Principal, Chairman of the Congregation and the Elder for Staff Affairs. The members of the Board of Parish Education shall be encouraged to be involved in school activities throughout the school year.

8) Board of Finance

This board shall consist of nine (9) members. The board shall elect from its members a chairman who will serve the Congregation as the Financial Secretary. The Financial Secretary will report to both Church Council and the Voter's Assembly. The board shall keep an accurate account of the contributions and shall have the privilege of choosing the necessary helpers with the approval of the Church Council, and in general be governed by the regulations set forth by the congregation. The Board of Finance shall keep an accurate record of all communicant member contributions and turn over the contributions to the treasurer at least twice a month.

9) Estate Fund Committee

The Estate Fund Committee shall hold and administer any funds bequeathed by WILL to the congregation and any other funds assigned and designated to be held by said committee by resolution of the voters assembly. Said funds shall be held, invested, reinvested, expended and generally administered in accordance with and subject to the provisions of any WILL or BEQUEST, the guidelines and regulations of said committee approved by resolution of the voters assembly, and any other resolution of the voters assembly instruction and directing said committee.

10) Cemetery Committee

The Cemetery Committee duties are as follows:

- a) Sell burial rights and record on master print;
- b) Revise master print and maintain all other cemetery papers as required;
- c) Stake out graves which are to be opened upon proper notice;
- d) State out placements of tombstones and military memorials;
- e) Purchase and seed grass on graves as required;
- f) Maintain proper amount of ground on all graves;
- g) Straighten sunken tombstones as required;
- h) Assist in layout of all new cemetery space;
- i) Inspect mowing and trimming of cemetery;
- j) Make recommendations to the Board of Trustees;
- k) Appoint the sexton who may be a member of the committee;
- l) Other duties assigned by the voters assembly.

11) Ushers Committee:

The Ushers Committee shall appoint a staff of ushers and said committee and staff shall be responsible for the following:

- a) To seat the people in public worship services;
- b) To distribute programs, bulletins and other material handed them by the proper authorities;
- c) To see that there is proper ventilation in the church at all times;
- d) To see that all guests and visitors feel welcome in our midst;
- e) To keep an accurate account of the number of worshippers in each service;
- f) To gather offerings and present them at the altar;
- g) To usher the people to Holy Communion and count the members attending;
- h) Any other duties assigned them by the voters assembly.

12) Auditing Committee:

This committee shall consist of three (3) members appointed by the chairman. It shall carefully audit all financial records and books of the congregation immediately after the end of the year, and shall report its findings to the voters assembly at the next regular meeting.

13) Nominating Committee:

This committee shall consist of the retiring members of the Church Council except for the chairman and vice-chairman, however, the chairman of the congregation shall appoint the chairman of the committee. The committee shall prepare a slate of at least two candidates who are willing to serve for each vacant office, and shall publish this slate in the church bulletin prior to the election meeting.

CONSTITUTION ADOPTED BY St John's Evangelical Lutheran Church, Red Bud, Illinois, in the year of our Lord, 2017.