

Constitution of Chetek Lutheran Church

PREAMBLE

We, baptized members of the Church of Christ, responding in faith to the call of the Holy Spirit through the Gospel, desiring to unite together to preach the Word, administer the sacraments, and carry out God's mission, do hereby adopt this constitution and solemnly pledge ourselves to be governed by its provisions. In the name of the Father and of the Son and of the Holy Spirit.

Chapter 1 NAME AND INCORPORATION

- C1.01.** The name of this congregation shall be Chetek Lutheran Church.
- C1.02.** For the purpose of this constitution and the accompanying bylaws, the Chetek Lutheran Church congregation is hereinafter designated as "this congregation."
- C1.11.** This congregation shall be incorporated under the laws of the State of Wisconsin.

Chapter 2 CONFESSION OF FAITH

- C2.01.** This congregation confesses the Triune God, Father, Son and Holy Spirit.
- C2.02.** This congregation confesses Jesus Christ as Lord and Savior and the Gospel as the power of God for the salvation of all who believe.
- a. Jesus Christ is the Word of God incarnate, through whom everything was made and through whose life, death, and resurrection God fashions a new creation.
 - b. The proclamation of God's message to us as both Law and Gospel is the Word of God, revealing judgement and mercy through word and deed, beginning with the Word in creation, continuing in the history of Israel, and centering in all its fullness in the person and work of Jesus Christ.
 - c. The canonical Scriptures of the Old and New Testament are the written Word of God. Inspired by God's Spirit speaking through their authors, they record and announce God's revelation centering in Jesus Christ. Through them God's Spirit speaks to us to create and sustain Christian faith and fellowship for service in the world.

- C2.03.** This congregation accepts the canonical Scriptures of the Old and New Testaments as the inspired Word of God and the authoritative source and norm of its proclamation, faith and life.
- C2.04.** This congregation accepts the Apostles', Nicene, and Athanasian Creeds as true declarations of the faith of this congregation.
- C2.05.** This congregation accepts the Unaltered Augsburg Confession as a true witness to the Gospel, acknowledging as one with it in faith and doctrine all churches that likewise accept the teachings of the Unaltered Augsburg Confession.
- C2.06.** This congregation accepts the other confessional writings in the Book of Concord, namely, the Apology of the Augsburg Confession, the Smalcald Articles and the Treatise, the Small Catechism, the Large Catechism, and the Formula of Concord, as further valid interpretations of the faith of the Church.
- C2.07.** This congregation confesses the Gospel, recorded in the Holy Scriptures and confessed in the ecumenical creeds and Lutheran confessional writings, as the power of God to create and sustain the Church for God's mission in the world.

Chapter 3

NATURE OF THE CHURCH

- C3.01.** All power in the Church belongs to our Lord Jesus Christ, its head. All actions of this congregation are to be carried out under his rule and authority.
- C3.02.** The Church exists both as an inclusive fellowship and as local congregations gathered for worship and Christian service. Congregations find their fulfillment in the universal community of the Church, and the universal Church exists in and through congregations. This church, therefore, derives its character and powers both from the sanction and representation of its congregations and from its inherent nature as an expression of the broader fellowship of the faithful. In length, it acknowledges itself to be in the historic continuity of the communion of saints; in breadth, it expresses the fellowship of believers and congregations in our day.

Chapter 4

STATEMENT OF PURPOSE

- C4.01.** The Church is a people created by God in Christ, empowered by the Holy Spirit, called and sent to bear witness to God's creative, redeeming, and sanctifying activity in the world.
- C4.02.** To participate in God's mission, this congregation as a part of the Church shall:
- a. Worship God in proclamation of the Word and administration of the sacraments and through lives of prayer, praise, thanksgiving, witness, and service.
 - b. Proclaim God's saving Gospel of justification by grace for Christ's sake through faith alone, according to the apostolic witness in the Holy Scripture, preserving and transmitting the Gospel to future generations.

- c. Carry out Christ's Great Commission by reaching out to all people to bring them to faith in Christ and by doing all ministry with a global awareness consistent with the understanding of God as Creator, Redeemer, and Sanctifier of all.
- d. Serve in response to God's love to meet human needs, caring for the sick and the aged, advocating dignity and justice for all people, working for peace and reconciliation among the nations, and standing with the poor and powerless, and committing itself to their needs.
- e. Nurture its members in the Word of God so as to grow in faith and hope and love, to see daily life as the primary setting for the exercise of their Christian calling, and to use the gifts of the Spirit for their life together and for their calling in the world.
- f. Manifest the unity given to the people of God by living together in the love of Christ and by joining with other Christians in prayer and action to express and preserve the unity which the Spirit gives.

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

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

C4.04. This congregation shall develop an organizational structure to be described in the by-laws. The Church Council shall prepare descriptions of the responsibilities of each committee, task force, or other organizational group and shall review their actions. [Such descriptions shall be contained in continuing resolutions of the Church Council.]

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

Chapter 5 POWERS OF THE CONGREGATION

- C5.01.** The powers of 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 Church Council or other organizational units in the congregation's governing documents is recognized. All remaining authority is retained by the congregation. The congregation is authorized to:
- a. call a pastor;
 - b. terminate the call of a pastor;
 - c. appoint or terminate the appointment of associates in conformity with the applicable policy of the Evangelical Lutheran Church in America;
 - d. approve the annual budget;
 - e. acquire real and personal property by gift, devise, purchase, or other lawful means;
 - f. hold title to and use its property for any and all activities consistent with its purpose;
 - g. sell, mortgage, lease, transfer, or otherwise dispose of its property by any lawful means;
 - h. elect its Church Council, and require it to carry out its duties in accordance with the constitution and bylaws and continuing resolutions; and
 - i. terminate its relationship with the Evangelical Lutheran Church in America as provided in Chapter 6.

Chapter 6 CHURCH AFFILIATION

- C6.01.** This congregation shall be an interdependent part of the Evangelical Lutheran Church in America or its successor, and of the North West Synod of Wisconsin of the Evangelical Lutheran Church in America or its successor. This congregation is subject to the discipline of the Evangelical Lutheran Church in America.
- C6.02.** This congregation accepts the Confession of Faith and agrees to the Purposes of the Evangelical Lutheran Church in America and shall act in accordance with them.
- C6.03.** This congregation acknowledges its relationship with the Evangelical Lutheran Church in America in which:
- a. This congregation agrees to be responsible for its life as a Christian community.

- b. This congregation pledges its financial support and participation in the life and mission of the Evangelical Lutheran Church in America.
- c. This congregation agrees to call pastoral leadership from the clergy roster of the Evangelical Lutheran Church in America in accordance with its call procedures except in special circumstances and with the approval of the bishop of the synod.
- d. This congregation agrees to consider associates in ministry for appointments to other staff positions in the congregation according to the procedures of the Evangelical Lutheran Church in America.
- e. This congregation agrees to file this constitution and any subsequent changes to this constitution with the synod for review to ascertain that all of its provisions are in agreement with the constitution and bylaws of the Evangelical Lutheran Church in America or with the constitution of the synod.

C6.04. Affiliation with the Evangelical Lutheran Church in America may be terminated as follows:

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

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

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

Chapter 7 PROPERTY OWNERSHIP

- C7.01.** If this congregation ceases to exist, title to undisposed property shall pass to the North West Synod of Wisconsin of the Evangelical Lutheran Church in America or its successor.
- 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 become independent or relate to a non-Lutheran church body, title to property shall continue to reside in this congregation. Before this congregation takes action to transfer to another Lutheran church body, it shall consult with representatives of the North West Synod of Wisconsin or its successors.
- C7.04.** If a two-thirds majority of the voting members of this congregation present at a regularly called and conducted special meeting of this congregation vote to become independent or relate to a non-Lutheran church body, title 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.

Chapter 8 MEMBERSHIP

- C8.01.** Members of this congregation shall be those baptized persons on the roll of this congregation at the time that this constitution is adopted and those who are admitted thereafter and who have declared and maintain their membership in accordance with the provisions of this constitution and its bylaws.
- C8.02.** Members shall be classified as follows:
- a. **Baptized** members are those persons who have been received by the Sacrament of Holy Baptism in this congregation, or, having been previously baptized in the name of the Triune God, have been received by certificate of transfer from other Lutheran congregations or by affirmation of faith.
 - b. **Confirmed** members are baptized persons who have been confirmed in this congregation, those who have been received by adult baptism or by transfer as confirmed members from other Lutheran congregations, or baptized persons received by affirmation of faith. Those confirmed members who have communed and made a contribution of record during the current or the preceding year shall be eligible to vote.
 - c. **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.
- C8.03.** All applications for confirmed membership shall be submitted to and shall require the approval of the Church Council.

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

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

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

- a. death;
- b. resignation;
- c. transfer or release;
- d. disciplinary action by the Congregation Council; pursuant to Chapter 15;
- e. removal from the roll due to inactivity as defined in the bylaws.

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

Chapter 9 THE PASTOR

C9.01. Authority to call a pastor shall be in this congregation by at least a two-thirds majority ballot vote of members present and voting at a meeting regularly called for that purpose. Before a call is issued, the officers, or a committee elected by this congregation to recommend the call, shall seek the advice and help of the bishop of the synod.

C9.02. Only a member of the clergy roster of the Evangelical Lutheran Church in America or who has been recommended for it by the synodical bishop may be called as a pastor of this congregation.

C9.03. Consistent with the faith and practice of the Evangelical Lutheran Church in America, every ordained minister shall preach the Word; administer the sacraments; conduct public worship; provide pastoral care; and shall speak publicly to the world in solidarity with the poor and oppressed, calling for justice and proclaiming God's love for the world. Each ordained minister with a congregational call shall, within the congregation, offer instruction, confirm, marry, visit the sick and distressed, and bury the dead; supervise all schools and organizations of this congregation; install regularly elected members of the Church Council; and with the council, administer discipline. Every pastor shall seek out and encourage qualified persons to prepare for the ministry of the Gospel and strive to extend the Kingdom of God in the community, in the nation, and abroad; shall impart knowledge of this church and its wider ministry through distribution of its periodicals and other publications; and shall endeavor to increase the support given by the congregation to the work of the Evangelical Lutheran Church in America and of the Synod of the ELCA.

C9.04. The specific duties of the pastor, compensation, and other matters pertaining to the service of the pastor shall be included in a letter of call.

C9.05.

- a. The call of 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 of years;
 - 2) resignation of the pastor;
 - 3) inability to conduct the pastoral office effectively in the congregation in view of local conditions, without reflection on the competence or the moral and spiritual character of the pastor;
 - 4) the physical or mental incapacity of the pastor;
 - 5) disqualification of the pastor through discipline on grounds of doctrine, morality, or continued neglect of duty;
 - 6) the dissolution of the congregation.
- b. In the case of alleged physical or mental incapacity of the pastor or ineffective conduct of the pastoral office, it shall be the responsibility of the bishop of the synod, when such difficulties are personally known or have been brought to the synod's attention by an official recital of allegations by the Church Council or by a petition signed by at least one-third of the voting members of the congregation, to investigate such conditions personally in company with a committee of two ordained ministers and two laypersons, at least one of whom is a member of this congregation.
- 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 which imperil the effective functioning of the congregation, all concerned persons shall be heard, after which the bishop of the synod together with the committee described in *C9.05.b. shall decide on the course of action to be recommended to the pastor and the congregation. If they agree to carry out such recommendations, no further action shall be taken by the synod. If either party fails to assent, the congregation may dismiss the pastor by a two-thirds majority vote of the voting members present at a regularly called meeting after consultation with the bishop.
- e. The foregoing procedure shall never be invoked when questions of doctrine, morality or continued neglect of duty are involved; all such cases being treated as disciplinary matters by the Synod.
- f. If, in the course of the proceedings, it should become apparent that the pastoral office cannot be conducted effectively in the congregation being served by the ordained minister due to local conditions, the bishop of the synod may temporarily suspend the pastor from service in the congregation without prejudice and with pay provided through a joint churchwide / Synod fund and with housing provided by the congregation for a period not to exceed 120 days unless extended by action of the Church Council arising from a majority vote.

- C9.06.** At a time of pastoral vacancy, an interim pastor shall be appointed by the bishop of the synod with the consent of this congregation or the Church Council.
- C9.07.** During the period of service, an interim pastor shall have the rights and duties of a regularly called pastor and may delegate the same in part to a supply pastor with the consent of the bishop of the synod and this congregation or Church Council. The interim pastor and any ordained pastor providing assistance shall refrain from exerting influence in the selection of a pastor.
- C9.08.** This congregation shall make lawful settlement of all financial obligations to a former pastor before calling a successor. A pastor shall make satisfactory settlement of all financial obligations to this congregation.
- C9.09.** When a pastor is called to serve in company with another pastor or pastors, the privileges and responsibilities of each pastor shall be specified in documents to accompany the call and to be drafted in consultation involving the pastors, the Church Council, and the bishop of the synod. As occasion requires, the documents may be revised through a similar consultation.
- C9.11.** With the approval of the bishop of the synod, the congregation may depart from *C9.05.a. and call a pastor for a specific term of years. Details of such calls shall be in writing setting forth the purpose and conditions involved. Prior to the completion of a term, the bishop or a designated representative of the bishop shall meet with the pastor and representatives of the congregation for a review of the call. Such a call may also be terminated before its expiration in accordance with the provisions of *C9.05.a.
- 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; and shall submit a summary of such statistics annually to the synod.
- C9.13.** The pastor(s) shall submit a report of his or her ministry to the bishop of the synod at least 90 days prior to each regular meeting of the Synod Assembly.

Chapter 10 CONGREGATION MEETING

- C10.01.** The Annual Meeting of this congregation shall be held at a time specified in the bylaws.
- C10.02.** A special Congregational Meeting may be called by the pastor, the Church Council, the president of the congregation, or by written request of 25 percent (25%) of the voting members. The call for each special meeting shall specify the purpose(s) 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 at least ten (10) days in advance of the date of the meeting. The posting of such notice in the regular mail, with the regular postage affixed or paid, sent to the last known address of such members shall be sufficient.
- C10.04.** The agenda and order of business for the annual meeting shall be established by the Church Council. Confirmed members present who are qualified to vote shall constitute a quorum.

- C10.05.** Voting by absentee ballot shall be permitted when attendance in person is not possible for reasons of health. The Church Council shall be responsible for the distribution and collection of absentee ballots.
- C10.06.** All actions by the congregation shall be by majority vote except as otherwise provided in this constitution.
- C10.07.** Robert's Rules of Order, latest edition, shall govern parliamentary procedure of all meetings of this congregation.

Chapter 11 OFFICERS

- C11.01.** The officers of this congregation shall be a president, vice president, secretary, and treasurer.
- a. Duties of the officers shall be specified in the bylaws.
 - b. The officers shall be voting members of the congregation.
 - c. Officers of this congregation shall serve similar offices on the Church Council and shall be voting members of the Church Council.
- C11.02.** The Church Council shall elect its officers and they shall be the officers of the congregation. The officers shall be elected by written ballot and shall serve for one year or until their successors are elected.
- C11.03.** No officer shall hold more than one office at a time. No elected officer shall be eligible to serve more than two consecutive terms in the same office.

Chapter 12 CHURCH COUNCIL

- C12.01.** The voting membership of the Church Council shall consist of the pastor(s), and not more than ten (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 Church Council shall be declared vacant if the member a) ceases to be a voting member of this congregation or b) is absent from three successive regular meetings of the Church Council without cause.
- C12.02.** The members of the Church Council except the pastor(s) shall be elected by written ballot to serve for three (3) years or until their successors are elected. Approximately one-third of the Council shall be elected each year. 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. Newly elected members shall be formally installed at worship service within thirty (30) days following their election.
- C12.03.** Should a member's place on the Church Council be declared vacant before the term is expired, the Church Council shall elect, by majority vote, a successor until the next annual meeting, at which time a person will be elected by the congregation to fulfill the balance of the original term .

C12.04. The Church 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 Church Council shall include the following:

- a. To 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. To seek to involve all members of this congregation in worship, learning, witness, service, and support.
- c. To oversee and provide for the administration of this congregation to enable it to fulfill its functions and perform its mission.
- d. To maintain supportive relationships with the pastor(s) and staff and help them annually to evaluate the fulfillment of their calling, appointment or employment.
- e. To be examples individually and corporately of the style of life and ministry expected of all baptized persons.
- f. To promote a congregational climate of peace and goodwill, and, as differences and conflicts arise, to endeavor to foster mutual understanding.
- g. To arrange for pastoral service during the sickness or absence of the pastor.
- h. To emphasize partnership with the synod and churchwide units 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. To recommend and encourage the use of program resources produced or approved by the Evangelical Lutheran Church in America. However, the Church Council shall not be limited in its authority to recommend and encourage the use of Christian-oriented program resource materials available from other sources, when such materials are not in conflict with the doctrines and practices of the Evangelical Lutheran Church in America.

C12.05. The Congregation Council shall be responsible for the financial and property matters of this congregation.

- a. The Church Council shall be the board of directors 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 Church 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 Church Council may enter into contracts of up to five (5) percent of the annual budget for items not included in the budget.
- d. The Church 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 not to exceed five percent (5) in excess of the budgeted expenses. Spending above this level shall require prior approval of a Congregational Meeting. The budget shall include this

congregation's support of the wider ministry being carried on in partnership with the synod and churchwide organization.

- e. The Church 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 Church Council shall be responsible for this congregation's total insurance program and for its investments except for annuities, trust funds, and other instruments of investment management which have been assigned to others by formal action of the Church Council and / or by order of the congregation, resulting from the vote of a majority of members at a duly-called meeting.

C12.06. The Congregation Council shall see that the provisions of this constitution and its bylaws and continuing resolutions are carried out.

C12.07. The Church Council shall provide for an annual review of the membership roster.

C12.08. The Church Council shall be responsible for the appointment, supervision and termination of salaried lay workers of this congregation.

C12.09. The Church Council shall submit a comprehensive report to this congregation at the annual meeting.

C12.11. The Church Council shall normally meet once a month. Special meetings may be called by the pastor or the president, and may also 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.

C12.12. A quorum for the transaction of business shall consist of a majority of the members of the Church Council.

Chapter 13 **CONGREGATION COMMITTEES**

C13.01. The officers of this congregation and the pastor shall constitute the *Executive Committee*.

C13.02. The *Nominating Committee* shall consist of the Church Council. Any voting member of the congregation shall be eligible for nomination. Self nominations and nominations from the floor shall also be permitted.

C13.03. An *Audit Committee* of three voting members shall be elected by the Church Council. Audit Committee members shall not be members of the Church Council. Term of office will be one year. Members shall be eligible for reelection.

C13.04. A *Staff Support Committee* (in the absence of a staff support committee, their duties shall be fulfilled by the executive committee) shall be appointed jointly by the president and the pastor. Term of office shall be one years.

C13.05. When a pastoral vacancy occurs, a *Call Committee* of seven (7) voting members shall be appointed by the Church Council. Not more than three (3) members of the Call Committee may be sitting members of the Church Council. Term of office will terminate at the installation of the newly called pastor.

C13.06. Other congregational committees of this congregation may be formed, as the need arises, by decision of the Church Council.

C13.07. Duties of congregational committees shall be specified in the bylaws, continuing resolutions, or in other writings formally approved by the Church Council.

C13.08. A trust committee of at least five voting members of this congregation shall serve on this committee in accordance with the Resolution Establishing the Chetek Lutheran Church Trust Fund (2006). The committee will deal with matters relating to bequests, memorials and trust fund accounts and other such matters as stipulated in the Resolution Establishing the Chetek Lutheran Church Trust Fund (2006).

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

C14.02. Special interest groups, other than those of the official organizations of the Evangelical Lutheran Church in America, may be organized only after authorization has been given by the Church Council and specified in a continuing resolution.

Chapter 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: 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 Church Council.

C15.02. A member charged with the offense shall appear before the Church Council after having received a written notice, specifying the exact charges that have been made against the member, at least ten days prior to the meeting.

C15.03. Should the allegations be sustained by a two-thirds majority vote of the members of the Church Council, the council shall impose one of the following disciplinary actions:

- a. censure before the council or congregation;
- b. suspension from membership for a definite period of time; or
- c. exclusion from membership in this congregation. Disciplinary actions b. and c. shall be delivered to the member in writing.

C15.04. The member against whom disciplinary action has been taken by the Church 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 Church Council upon receipt of a) evidence that injustice has been done or b) evidence of repentance and amendment.

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, however, that such additions or amendments be submitted in writing to the Church Council at least thirty (30) days before a regular meeting called for that purpose and that the Church Council notify the members of the proposal with its recommendations at least twenty (20) days in advance of the Congregation Meeting.

C16.04. Approved changes to the bylaws shall be sent to the synod.

Chapter 17 AMENDMENTS

C17.01. Amendments to this constitution may be proposed by any voting member or by the Church Council. Proposals must be filed in writing with the Church Council thirty (30) days before formal consideration by this congregation at its annual meeting. The Church Council shall notify the members of the proposal with their recommendations at least twenty (20) days in advance of the meeting.

C17.02. A proposed amendment to this constitution shall:

- a. be approved at a properly called annual meeting according to this constitution by a majority vote of those present and voting;
- b. have the effective date included in the resolution and noted in the constitution.

C17.03. Any amendments to this constitution shall be sent by the secretary of this congregation to the synod. The amendment shall become effective within one hundred twenty (120) days from the date of the receipt of the notice by the synod unless the synod informs this congregation that the amendment is in conflict with the constitution and bylaws of the Evangelical Lutheran Church in America or the constitution of the North West Synod of Wisconsin or its successor.

Chapter 18 CONTINUING RESOLUTIONS

C18.01. The Church 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 two-thirds vote of all voting members of the Church Council.

Chapter 19

C19.01. This document, together with any duly enacted Amendments, Bylaws, and Continuing Resolutions, supersedes and replaces all previous constitutions of Chetek Lutheran Church and its Congregation.

BYLAWS

PART I: THE PASTOR (Chapter 9 of the Constitution)

Ordained and otherwise qualified clergy may occasionally perform pastoral functions in this congregation with the approval of the Church Council and the Pastor, or, in the case of a vacancy in the pastorate, with the consent of the bishop of the synod and the Church Council.

PART II: CHURCH COUNCIL (Chapter 12 of the Constitution)

A. Specific Duties of Officers

1. The president shall preside over meetings of the Church Council and the Congregation unless the members present at such meeting(s) decide otherwise.
2. The vice-president shall preside in the absence of the president unless members present at such meeting(s) decide otherwise.
3. The Secretary shall keep minutes of all meetings of the Church Council and of the Congregation and shall preserve its archives. In the absence of the Secretary, the presiding officer of the meeting shall appoint an acting secretary who shall record the minutes and such other information as may be pertinent or appropriate and forward one copy to the President and deliver the original to the Secretary as soon as is reasonably possible.
4. The bookkeeper shall work under the direction of the Treasurer, the Finance Committee and Church Council in the maintenance of financial records and the disbursement of all financial obligations of the congregation.
5. The Financial Secretary shall work under the direction of the Treasurer, the Finance Committee, and the Church Council in the maintenance of the financial contribution records of the congregation.

An audited report shall be presented to the Congregation at its annual meeting and such other reports to the Church Council as may be requested.

B. Other responsibilities of the Church Council authorized by, but not specifically enumerated in, this Constitution:

1. The Church Council shall be empowered to secure such help as may be necessary to carry on the work of the congregation including, but not limited to, the following:
 - a. Organists
 - b. Choir Directors
 - c. Office Administrators
 - d. Secretaries
 - e. Interns
 - f. Custodians

The Church Council shall fix initial salaries for these (and similar) positions, and shall review such salaries on a periodic basis.

C. A confirmed member who in the judgement of the Church Council shows no interest in attending church services and does not partake of Holy Communion; and who does not contribute to the congregational treasury according to the congregation's records, for a period of two years, shall be presumed no longer to desire membership, shall lose the right to vote, and shall not be counted in the membership statistics of the congregation. However, his name and record shall be kept in the files for a period of five years thereafter. Such a person shall be encouraged to take part in the congregational life, or to transfer elsewhere, as the situation may indicated to be advisable. If he resumes activity within the five-year period, he shall be restored to the active membership list; if not, he shall be dismissed from the congregation and, if possible, shall be notified of this action.

PART III. CONGREGATIONAL COMMITTEES

A. The nature, scope, and authority of each committee shall be established by the Church Council and set forth in writing.

1. The Church Council shall have authority to appoint confirmed members of the congregation who are not members of the Church Council to serve as committee members for a period of three years. No person may serve more that two consecutive full terms on the same committee. "The Church Council shall appoint one council member per committee to serve as an ex officio* liaison between that committee and the Church Council for one year. Council liaisons to committees will sit no more than one year on each committee." * Have voice and vote but not hold office.
2. Said descriptions shall be reviewed by the Church Council on a periodic basis and revised when appropriate or necessary to conform with the mission of the Church, its Constitution, or the North West Synod of Wisconsin, or its successor.
3. All Congregational Committees shall submit a request to the Church Council for the expenditure of funds in excess of \$500 per billing cycle whether or not such funds are included in the Committee's budget.

B. Pursuant to the Statement of Purpose of this church (Chapter 4 of this Constitution), and pursuant to the Powers of the Congregation (Chapter 5 of this Constitution), the following committees are designated as a part of the organizational structure (C4.04):

1. Worship (C4.02a, C4.02b, C4.02e, C4.02f, C4.03a, C4.03d)

A Worship Committee of at least three members of this congregation, at least one of whom shall be a member of the Church Council, shall be appointed to this committee by the Church Council. The committee will deal with matters relating to congregational worship, special worship and ecumenical services and such other matters as authorized by the Church Council.

2. Life And Growth (C4.02c, C4.02d, C4.02e, C4.03b, C4.03c, C4.03e, C4.03f, C4.03h, D4.03i)

A Life and Growth Committee of at least three members of this congregation, at least one of whom shall be a member of the Church Council, shall be appointed to this committee by the Church Council. The committee will deal with matters relating to evangelism and the nurturing of members as they carry out their calling in their daily lives, and such other matters as authorized by the Church Council.

3. Stewardship (C4.02c)

A Stewardship Committee of at least three members of this congregation, at least one of whom shall be a member of the Church Council, shall be appointed to this committee by the Church Council. The Committee will deal with matters relating to the development of and practice of sound Scriptural principles of stewardship within the congregation and throughout the world, and such other matters as authorized by the Church Council.

4. Finance (C4.03g, C5.03d)

A Finance Committee of at least three members of this congregation, at least one of whom shall be a member of the Church Council, shall be appointed to this committee by the Church Council. The committee will deal with matters relating to the finances and the management of monetary assets of the church, and such other matters as authorized by the Church Council.

5. Education (C4.02b, C4.02c, C4.02d, C4.03b, C4.03c, C4.03d, C4.03e, C4.03f)

An Education Committee of at least three members of this congregation, at least one of whom shall be a member of the Church Council, shall be appointed to this committee by the Church Council. The committee will deal with matters relating to nurturing all members in the Word of God so as to grow in faith and hope and love, and such other matters as authorized by the Church Council.

6. Youth (C4.02c, C4.02e, C4.03c)

A Youth Committee of at least three members of this congregation, at least one of whom shall be a member of the Church Council, shall be appointed to this committee by the Church Council. The committee will deal with matters relating to the involvement of youth within the congregation and encourage participation in Christian fellowship activities throughout the world church, and such other matters as authorized by the Church Council.

7. Property (C5.03e, C5.03f, C5.03g)

A Property Committee of at least three members of this congregation, at least one of whom shall be a member of the Church Council, shall be appointed to this committee by the Church Council.

The committee will deal with matters relating to acquisition, care, management and disposal of physical properties of the church consistent with the terms of the Church Constitution, and such other matters as authorized by the Church Council.

8. Mission (C4.02b, C4.02c, C4.03c, C4.05c)

A Mission Committee of at least three members of this congregation, at least one of whom shall be a member of the Church Council, shall be appointed to this committee by the Church Council. The committee will deal with matters relating to the mission work of the church within the local community and throughout the world, and such other matters as authorized by the Church Council.

9. Social Concerns (C4.02d, C4.03b, C4.03f, C4.03h, C4.03i)

A Social Concerns Committee of at least three members of this congregation, at least one of whom shall be a member of the Church Council, shall be appointed to this committee by the Church Council. The committee will deal with matters relating to the social concerns (such as, but not limited to, peace, justice, hunger, and the quality of living) of the church within the local community and throughout the world, and such other matters as authorized by the Church Council.

10. Trust Fund Committee (C13.08)

A trust committee of at least five voting members of this congregation shall serve on this committee in accordance with the Resolution Establishing the Chetek Lutheran Church Trust Fund (2006). The committee will deal with matters relating to bequests, memorials and trust fund accounts and other such matters as stipulated in the Resolution Establishing the Chetek Lutheran Church Trust Fund (2006).

PART IV: ANNUAL MEETING OF THE CONGREGATION (Chapter 10 of this Constitution)

- A. A meeting of the Congregation shall be called annually, pursuant to Section C10.01 of this Constitution.
- B. Normally, the annual meeting shall be called in January. However, if circumstances warrant, including (but not limited to) inclement weather, the annual meeting may be scheduled on a date in February as early as is practical.