

# CONCORDIA LUTHERAN CHURCH

## Bylaws

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# CONCORDIA LUTHERAN CHURCH

## Bylaws

### SECTION 1. Church Affiliation Termination. Affiliation with an organization may be terminated as follows:

- a. This congregation takes action to dissolve.
- b. This congregation ceases to exist.
- c. 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.

### SECTION 2. Membership.

#### a. Members shall be classified as follows:

1. **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.
2. **Confirmed members** are baptized persons who have been confirmed in this congregation, those who have been received by adult baptism or by transfers as confirmed members from other Lutheran congregations, or baptized persons received by affirmation of faith.
3. **Members with voting privileges** are confirmed members. Such confirmed voting members shall:
  - (a) Have communed no less than 4 times in the previous 12 months.
  - (b) Have made a financial contribution of record, or exhibited stewardship of time and talent, in each of the previous 4 quarters.
4. **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.

**b. It shall be the privilege and duty of members of this congregation to:**

1. Make regular use of the means of grace, both Word and sacraments;
2. Live a Christian life in accordance with the Word of God and the teachings of the Lutheran church; and
3. Support the work of this congregation through contributions of their time, abilities, and financial support as biblical stewards.

**c. Termination of Membership.**

1. Disciplinary action by the Congregation Council; or
2. Removal from the roll due to inactivity. Those confirmed members who no longer qualify for the roll because they have neither received Holy Communion nor made a contribution of record to this congregation within the preceding two years shall be classified as inactive. As such, they shall remain within the continuing concern of this congregation and shall be given conscientious pastoral care. An inactive member shall be restored by the Congregation Council to the active roll of confirmed members when he or she again receives the Lord's Supper and makes a contribution or record to this congregation.
3. After a period of two years, inactive members will be contacted by the pastor urging them to become active in their membership or be removed from the membership roll of Concordia Lutheran Church.

**SECTION 3. Annual Congregation Meeting.**

- a. The annual meeting of the Congregation shall be held in January, specific date to be set by the Congregation Council.

**SECTION 4. Officers.**

- b. The officers shall be voting members of the congregation.
- c. The President, Vice President, and Secretary of this congregation shall serve similar offices of the Congregation Council and shall be voting members of the Congregation Council.
- d. The President, Vice President, and Secretary shall be selected from the elected membership of the Congregation Council.
- e. The Treasurer and Financial Secretary shall be appointed by the Congregation Council.

- f. The duties of the officers shall be as follows:
1. The President shall preside at meetings of the congregation and the Congregation Council, or he may transfer these responsibilities to the Vice President.
  2. The Vice President shall assist the president by faithfully performing such duties as assigned to him by the president. He/She shall preside at meetings of the congregation and of the Congregation Council when the president is unable to do so, or requests him/her to do so.
  3. The Secretary shall keep accurate minutes of all meetings of the congregation and of the Congregation Council in a volume provided by the congregation, which shall be preserved permanently in the archives.
  4. The Treasurer shall keep the books of account of the congregation; and shall receive all funds and disburse them on proper orders. The Treasurer shall be appointed by the Congregation Council and be invited to regularly attend all Council meetings.
  5. The Financial Secretary shall keep a record of all income from contributing members and other sources and make an annual report to the congregation. The Financial Secretary shall be appointed by the Congregation Council and be invited to regularly attend all Council meetings.
  6. The Treasurer shall make a written report of all financial transactions to the Congregation Council monthly, and to the congregation, at its annual meeting.

**SECTION 5. Congregation Council.**

- a. The terms of the Congregation Council shall be as follows:
1. One-third of the personnel of the Congregation Council shall be elected each year, for a term of three (3) years.
  2. After serving two full terms consecutively, such members shall be ineligible for election during the one (1) year following their most recently completed term.
- b. Duties of the Congregation Council:
1. 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.

2. To seek to involve all members of this congregation in worship, learning, witness, service, and support.
  3. To oversee and provide for the administration of this congregation to enable it to fulfill its functions and perform its mission.
  4. To maintain supportive relationships with the pastor(s) and staff and help them annually to evaluate the fulfillment of their calling or employment.
  5. To be examples individually and corporately of the style of life and ministry expected of all baptized persons.
  6. To promote a congregational climate of peace and goodwill, and, as differences and conflicts arise, to endeavor to foster mutual understanding.
  7. To arrange for pastoral service during the sickness or absence of the pastor.
  8. To seek out and encourage qualified persons to prepare for the ministry of the Gospel.
- c. Congregation Council financial and property matters responsibilities:
1. The Congregation Council shall be the board of trustees of his 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 California, except as otherwise provided herein.
  2. 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.
  3. The Congregation Council may enter into contracts of up to \$3,000 for items not included in the budget.
  4. 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 \$3,000 in excess of the anticipated receipts only after approval by a Congregation Meeting.
  5. The Congregation Council shall ascertain that the financial affairs of this congregation are being conducted efficiently.
  6. The Congregation Council shall be responsible for this congregations' investments and its total insurance program.

**SECTION 6. DISCIPLINE OF MEMBERS AND ADJUDICATION.**

- a. Members of the Congregation Council who participate in the preparation of the written charges or who present evidence or testimony in the hearing before the Congregation Council are disqualified from voting upon the question of the guilt of the accused member.
- b. Should the allegations be sustained by a 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:
  - 1. suspension from membership for a definite period of time; or
  - 2. exclusion from membership in this congregation. Disciplinary actions shall be delivered to the member in writing.

**SECTION 7. DISAGREEMENT WITHIN CONGREGATION.**

- a. When there is 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 affiliated Lutheran Organization for consultation after informing the chair of the Congregation Council of their intent.

**SECTION 8. AMENDMENTS.**

- a. Proposed amendments to this constitution shall:
  - 1. be approved at a properly called meeting according to this constitution by a two-thirds majority vote of those present and voting;
  - 2. be ratified without change at the next annual meeting by a two-thirds majority vote of those present and voting; and
  - 3. have the effective date included in the resolution and noted in the constitution.

**These Bylaws adopted at a  
Congregational Meeting held on  
January 30, 2011**

**CONCORDIA LUTHERAN CHURCH**  
**Continuing Resolutions**

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# CONCORDIA LUTHERAN CHURCH

## Continuing Resolutions

### SECTION 1:           Affirming Marriage

- a.       This church 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. Whereas Genesis Chapter Two gives an account of God's creation of man and woman and affirms they were made for each other, and Jesus affirms this teaching in Matthew 19:4-6, whereas the historic Christian tradition and Lutheran Confessions recognize marriage as a covenant between a man and a woman, reflecting Mark 10:6-9 and Ephesians 5:21-33, therefore Concordia Lutheran Church affirms the traditional and sacred understanding of marriage as between one man and one woman. Therefore Concordia Lutheran Church in its teaching and community of faith will be faithful to the norm of Holy Scripture, and Concordia Lutheran Church affirms marriage as a covenant of mutual promise, commitment and hope, blessed by God, of marriage between one man and one woman. This is the policy for any wedding ceremony or service held at Concordia Lutheran Church under the auspices of its pastor or pastors, regardless of location.

**These Continuing Resolutions adopted at a  
Congregational Meeting held on  
January 30, 2011**