

CONSTITUTION AND BYLAWS
of
BETHANY LUTHERAN CHURCH
Alexandria, Virginia

The Constitution and Bylaws, contained herein, were adopted by this congregation on November 10, 2001, and supersede all documents of similar nature previous to this date.

CONSTITUTION

PREAMBLE

We, the members of Bethany Lutheran Church, Alexandria, Virginia, accept and subscribe to the following Constitution and Bylaws, in accordance with which the spiritual and material affairs of the congregation shall be governed.

ARTICLE I. NAME

The congregation shall bear the name of Bethany Lutheran Church of Alexandria, Virginia.

ARTICLE II. PURPOSE

It is the will of our Lord Jesus Christ that His disciples should preach the Gospel to the whole world (Matthew 28:18-20). That Christ's mission for His Church might be carried out according to His will, we pledge ourselves to:

- Unite in worship and practice fellowship with one another (Acts 2:42).
- Help each other grow in grace and knowledge of Jesus Christ by the education of all ages through study and mutual sharing of God's Word and Sacraments (Acts 2:42).
- Give witness of our faith in Jesus Christ to each other, the community in which we live, and to the nation and to the world (Acts 1:8).
- Serve the needs of our fellow human beings in Christian love (John 13:35), (Galatians 6:10).
- Practice Christian stewardship of the gifts which God entrusts to us (2 Cor. 9:7 & 8).
- Administer the Office of the Keys as His Church (John 20:21- 23).

ARTICLE III. CONFESSION

This congregation accepts all the canonical books of the Old and New Testaments as the inspired and revealed Word of God, and all the Symbolical Books of the Evangelical Lutheran Church, contained in the Book of Concord of the year 1580, as the true presentation and true doctrinal exposition of the Word of God, namely:

7. The Three Ecumenical Creeds, namely; the Apostolic, the Nicene, and the Athanasian
8. The Unaltered Augsburg Confession
9. The Apology of the Augsburg Confession
10. The Smalcald Articles
11. Luther's Large Catechism
12. Luther's Small Catechism
13. The Formula of Concord

No doctrine or practice in conflict, or inconsistent, with the above norms of our faith and life shall be taught or tolerated in this congregation.

ARTICLE IV. SYNODICAL AFFILIATION

This congregation shall be affiliated with and support The Lutheran Church – Missouri Synod and the District in which it is geographically located, so long as the Confessions and constitution of said Synod and District are in accord with the confession as stated in Article III.

ARTICLE V. MEMBERSHIP

- A. Baptized members are all those who have been baptized “in the name of the Father, and of the Son, and of the Holy Spirit” and who are under the spiritual care of this congregation.

- O. Confirmed membership in this congregation is held by those who:
 - 14. Have been baptized in the Name of the Triune God.
 - 15. Have been instructed in the doctrines of the Lutheran church as stated in the Confessions in Article III, and declared their acceptance of its teachings.
 - 16. Have been accepted into membership in accordance with the Bylaws of this congregation.
 - 17. Live a Christian life.
 - 5. Are not members of any organization conflicting with the Word of God.

ARTICLE VI. ORGANIZATION

P. VOTERS ASSEMBLY

The Voters Assembly shall be the governing body of the congregation and shall administer all congregational affairs in accordance with this Constitution and Bylaws. The Voters Assembly shall make only those decisions which are consistent with the Word of God and the Confessions as outlined in Article III of this Constitution. All decisions of the Voters Assembly shall be made by a majority vote of those present unless otherwise specified by this Constitution or its associated Bylaws.

Q. OFFICERS AND BOARDS

The officers of the congregation shall consist of an Executive Director, an Assistant Executive Director(s), and a Treasurer. The Executive Director of the congregation {or the Assistant Executive Director(s), when acting in the Director's capacity} shall have a voice on all administrative boards, but the right to vote shall be limited to such board or boards on which membership is held. The Pastor(s) of the congregation shall be, ex-officio, a member of all boards and their associated committees, and may, at his discretion, attend any or all meetings related to congregational activity of any kind.

Responsibility and authority for the daily administration of the congregational affairs shall be delegated to the administrative boards as specified in the Bylaws.

Officers, directors and members of administrative boards shall be elected from among the voting membership in accordance with the Bylaws of the congregation.

Officers, directors, and members of boards are accountable to the Voters Assembly and shall have no authority beyond that which has been conferred upon them by this

Constitution and Bylaws. Such authority is subject to alteration or revocation by the Voters Assembly.

R. PARISH PLANNING COUNCIL

The Parish Planning Council shall consist of the Pastor(s), the Executive Director, the Assistant Executive Director(s), the Treasurer, and the directors of the administrative boards as named in the Bylaws.

S. REMOVAL FROM OFFICE

Any officer, director, trustee, board member, pastor, called worker, or other professional worker may be removed from office by the congregation in a Christian and lawful manner, in accordance with the procedures outlined in the Bylaws, for one of the following reasons:

- _ Persistent adherence to false teaching contrary to the Confessional Standard of this congregation.
- _ Scandalous life.
- _ Inability to perform or willful neglect of duties.

ARTICLE VII. PASTORS AND OTHER CALLED WORKERS

AA. RIGHT OF CALLING

The right of calling pastors or other called congregational workers shall be vested in the congregation and shall never be delegated to a smaller body or to an individual.

BB. CANDIDATES

Only such candidates shall be called as pastors or to other called positions who profess acceptance of, and pledge faithful adherence to, the confessions of this congregation as set forth in Article III of this Constitution.

CC. LENGTH OF SERVICE

Pastors or other called congregational worker shall serve until they resign or are removed for cause, as defined in Article VI, or as specified by contract.

ARTICLE VIII. PROPERTY RIGHTS

This congregation may receive, acquire, hold title to, and manage such real estate and other property as it may deem necessary or helpful to accomplish its purpose as a congregation and may sell or dispose of such real estate and other property or any part thereof; and this congregation shall have all the rights and powers that are granted by the laws of the State of Virginia to religious organizations. Trustees shall be empowered to execute required legal documents and have such other duties as are named in the Bylaws.

If, at any time, a separation should take place within this congregation, the advice of the officers of District and Synod shall be sought. If, despite all efforts to compose differences in peace and love, a division into factions of the congregation shall occur, the property of the congregation and all benefits therewith connected shall remain with those members who continue to adhere in confession and practice to Articles III and IV of this constitution.

In the event the congregation should disband, the property and all rights connected therewith shall be transferred to that District of the Lutheran Church - Missouri Synod, of which the congregation is a member, or as otherwise directed by the Lutheran Church - Missouri Synod.

ARTICLE IX. BYLAWS

This congregation may adopt such Bylaws as may be required for the accomplishment of its purpose, but which do not conflict with this Constitution.

ARTICLE X. AMENDMENTS

This Constitution may be changed or amended by a three-fourths majority of the votes cast in a meeting of the Voters Assembly, provided that the intention to amend the Constitution and the wording of the amendments proposed shall be presented at a previous voters meeting and then mailed to all voting members.

ARTICLE XI. IRREVOCABILITY

Article III of this Constitution shall be considered irrevocable.

THE BYLAWS OF THE CONSTITUTION

ARTICLE I. MEMBERSHIP

A. Reception

18. Baptized Membership

All those who have received Christian Baptism and are under the spiritual care of the congregation shall be included as baptized members.

19. Confirmed Membership

d. By Profession of Faith or Confirmation

All those who are baptized in the Christian faith and instructed in Lutheran Doctrine shall give evidence of their faith in a public worship service and shall be received as confirmed members.

e. By Transfer

All those who desire to transfer their membership from other Evangelical Lutheran churches to this congregation shall present a letter of transfer to the Pastor or Board of Lay Ministry and, upon determination of the Board and/or the Pastor that they conform to the membership requirements of this congregation, shall be received in a public worship service.

f. By Reaffirmation of Faith

All those whose membership has been terminated may again become members of this congregation after consultation with the Pastor(s) and/or the Board of Lay Ministry, and by reaffirming their faith in a public worship service.

The roster of new members shall be reported to the Voters Assembly by the Board of Lay Ministry.

It shall be the privilege and duty of members to:

- Grow in the Christian faith and life through faithful use of the means of grace, searching the Scriptures at home and in fellowship with other members of the congregation and its agencies, and partaking of the Lord's Supper frequently.
- Live a morally decent life before God and people.
- Provide for the proper Christian training of children by instruction at home and through the agencies of the Church.
- Contribute toward the maintenance of the congregation and the extension of the Kingdom of God at home and abroad to the limit of their financial ability.
- Use their God given talents and abilities to further the work of the congregation.

12. Voting Membership

All confirmed members of this congregation are voting members.

It shall be the privilege and duty of voting members of this congregation to:

- Conscientiously support and work for those measures that will advance the work of Christ's Kingdom both locally and in the church-at-large.
- Willingly use talents and abilities to participate in the work of the congregation.

- Faithfully attend meetings of the Voters Assembly and Prayerfully exercise the right to vote on congregational matters.

P. Termination

13. Transfers

A member desiring transfer to another Lutheran congregation shall apply to the Pastor or the Board of Lay Ministry and, upon approval, a letter of transfer shall be issued by the Pastor. The Board of Lay Ministry shall report all transfers to the Voters Assembly.

2. Joining Other Churches

In cases where members of this congregation have joined a non-Lutheran congregation, they shall, upon the decision of the Pastor(s) and the Board of Lay Ministry, be deemed to have terminated their membership in this congregation. Their names shall be removed from the membership list of the congregation and reported to the Voters Assembly.

3. Whereabouts Unknown

The names of members whose whereabouts are unknown and cannot be established within a period of six months may be removed from the membership list of the congregation and placed in a file designated "Whereabouts Unknown." Such membership is terminated and shall be reported to the Voters Assembly.

4. Self-Exclusion

When members abandon the church for over a two-year period, despite attempts by the Pastor and Lay Ministers to effect reconciliation, they may be declared as having excluded themselves from membership in this congregation.

ARTICLE II. DISCIPLINE IN THE CONGREGATION

All discipline in this congregation shall be administered in accordance with the spirit of discipline laid down in the New Testament, e.g. Matthew 18:15-20, I Corinthians 5:1-5, and other related New Testament passages.

Q. Excommunication

Members who persist in living in an unchristian manner, i.e., who openly adhere to teaching contrary to the articles of faith as listed in Article III of this Constitution, give evidence of an immoral and offensive life, or willfully despise the preaching of the Gospel and the Lord's Supper, and resist all efforts by the Pastor(s) and/or Board of Lay Ministry to amend this sinful life, shall be excommunicated from membership in this congregation. The Board of Lay Ministry shall administer church discipline in behalf of the congregation. Such persons, however, will at all times be cordially welcome to attend all divine services in this church.

Persons who have been removed from membership under this article, for whatever reason, shall be restored with all rights and privileges when they repent and ask forgiveness.

R. Provisions Concerning Church Officers, Directors, Trustees, and Board Members

Any officer, director, trustee, or board member of the congregation may be removed from office for reason (see Constitution VI.D), by a two-thirds majority vote of the voting members present in a regular meeting of the Voters Assembly. The Board of Lay Ministry shall initiate such disciplinary action. This action shall be taken only after the officer, director, trustee, or board member has been pre-advised of the charges preferred against him and given an opportunity to answer such charges or to resign.

- S. Provisions Concerning Pastors and Other Called Workers
Charges against any pastor or other called worker (see Constitution VI.D) shall be carefully investigated by the Board of Lay Ministry or, in the case of a teacher, by the Board of Christian Education. The District President and the Circuit Counselor shall be notified of such charges. Should the charges be substantiated by clear evidence, the individual involved shall first be given an opportunity to resign his/her position in the congregation. Such opportunity having been given and declined, the above mentioned Board or Boards shall, after consultation with the District President and the Circuit Counselor, notify the Voters Assembly of the situation, and shall submit the matter for action at a special meeting of that body. A three-fourths majority vote of the voting members present shall be required to remove a pastor or other called worker.

All voting members shall be notified by mail at least two weeks in advance.

ARTICLE III. MEETINGS OF THE CONGREGATION

- A. Meetings
Regular meetings of the Voters Assembly shall be held as needed, as determined by the Parish Planning Council. One meeting of the Voters Assembly shall include the consideration and acceptance of the budget and plans for the following year.

Every meeting of the Voters Assembly shall be announced no later than the Sunday preceding the date of the meeting.

- B. Order of Business at Meetings
The order of business will be set by the Parish Planning Council prior to meetings of the Voters Assembly.

In general, for purposes of order, Robert's Rules of Order shall prevail.

- C. Special Meetings
Special meetings of the Voters Assembly may be called by the Pastor(s), the Executive Director, at the request of any one of the administrative boards, or at the request of 10 voting members of the congregation. Notice of the date and time of such meetings, and of the nature of the business to be transacted, shall be given no later than the Sunday preceding the date of the meeting.

- D. Restrictions Pertaining to Voters Assembly Meetings
Attending voting members of a properly called Voters Assembly meeting shall constitute a quorum, except as otherwise provided in this Constitution and Bylaws for dealing with certain specific situations herein defined.

In the event of a tie vote, the Chairperson shall cast the deciding ballot.

There shall be no voting by absentee or by proxy.

ARTICLE IV. THE OFFICE OF THE PASTOR

The Pastoral Office is the authority conferred upon pastors by God, through a call of the congregation, to exercise in public office the common rights of spiritual priesthood in behalf of all. However, the congregation may establish as many auxiliary offices as its needs require, and determine what work is to be assigned to such offices.

ARTICLE V. CALLING PASTORS AND OTHER CALLED WORKERS

At the time of vacancy in the office of pastor or other called worker, the congregation shall notify the District President and the Circuit Counselor and request the procedure for calling a pastor or other called worker. The Executive Director shall appoint a Call Committee to carry out the process which the congregation approves for the calling procedure. A new pastor or other called worker will be chosen at a Call Service. Voting shall be by secret ballot in a selection process developed by the Call Committee in line with District Guidelines and approved by the Voters Assembly. All voting members are eligible to submit nominations and to vote at the Call Service. It shall be the duty of the Executive Director to see that the notice of his/her election is delivered promptly to the chosen candidate in whatever manner the Voters Assembly shall deem advisable.

ARTICLE VI. ELECTION OF OFFICERS, DIRECTORS AND ADMINISTRATIVE BOARD

MEMBERS

A. Nomination Procedure

14. At the first Voters Assembly meeting of the calendar year, in an election year, the Parish Planning Council shall announce its selection of six (6) qualified voting members who, together with the Pastor, shall serve as the Nominating Committee. The voters may submit to the Committee the names of possible candidates for office.
15. The Nominating Committee, after the first Voters Assembly meeting of the calendar year in an election year, shall prepare a list of candidates drawn from among voting members of the congregation. Officers and board directors must be at least 18 years of age, either male or female. The Nominating Committee, through consultation with the Pastor(s) and the Board of Lay Ministry, shall have found the proposed candidates spiritually eligible for office and willing to serve.
16. This list shall then be published at least three weeks prior to the election.
17. Following the publication of the Nominating Committee's list, any voting member of the congregation may submit to the Committee additional names for inclusion on the list, and such names shall be placed in nomination by the Committee along with the candidates already chosen, provided:
 - g. That such names shall be submitted at least 10 days before the election meeting of the Voters Assembly, and
 - h. That the Nominating Committee shall have determined that all proposed candidates are both eligible and willing to serve if elected.
18. The Nominating Committee, at least one week before the election, shall post conspicuously on the church bulletin board the list of candidates for the following offices: Executive Director, Assistant Executive Director(s), Treasurer, directors of the various administrative boards, and board members as necessary to complete the membership of each of the administrative boards.

B. Election Procedure

From the list of candidates for each elective office submitted by the Nominating Committee, the Voters Assembly shall, no later than June 30 of an election year, elect by ballot and simple majority, the following officers, directors, and board members in the order herein indicated:

19. Executive Director
20. Assistant Executive Director(s)
21. Treasurer
22. Directors specifically nominated for the directorship of each of the existing boards: Board of Christian Education, Board of Church Properties, Board of Evangelism, Board of Lay Ministry, Board of Parish Fellowship, Board of Public Relations, Board of Stewardship, Board of Youth Ministry, and any other board approved by the voters.
23. Board members to the number required to complete the membership of each of the administrative boards. The determination of the number of members required on each board shall be a function of the Parish Planning Council in each election year and shall be decided no later than the January meeting of that body.
24. Only candidates defeated for office may be eligible for nominations from the floor for nominations not yet filled.

C. Installation of Officers, Directors, and Board Members – Term of Office

The newly elected officers, directors, and board members of the congregation shall be installed on or about the last Sunday in June, and shall assume their duties of office as of July 1st. The term of office of all elected officers, directors, and board members shall be two years, terminating on June 30th of the second year of their terms. All elected officers and board directors may succeed themselves in office only once. There is no limit on terms for board members.

When the office of an officer or director is made vacant by deposition, resignation, death or excommunication of the incumbent, a successor to such officer or director shall be elected by the Voters Assembly. When the office of a board member is made vacant, the Parish Planning Council shall fill the unexpired term by appointment.

ARTICLE VII. DUTIES OF THE PARISH PLANNING COUNCIL

- A. Serve as the point of liaison between the Pastor(s), the officers of the congregation, and the various administrative boards in planning the total work of the congregation.
- B. Settle jurisdictional disputes between the several administrative boards.
- C. Present to the Voters Assembly a yearly plan of activity for the entire congregation as well as long-range plans for the development and expansion of Christ's work in our midst.
- D. Establish the agenda for the meetings of the Voters Assembly.
- E. Set the dates and times for the Voters Assembly meetings.
- F. Appoint the Nominating Committee as specified in the Bylaws.
- G. Ensure all administrative boards establish and maintain operational guidelines.

The Parish Planning Council shall meet at least 5 times per year. Additional meetings may be called by the Executive Director of the congregation and/or the Pastor(s) as required.

The Parish Planning Council is not a decision-making body, but serves as a forum where the activities of the administrative boards may be discussed, evaluated, and coordinated, and where all such activities may be integrated into an overall congregational program. The Parish Planning Council shall be available at all times, however, for any additional functions which the

Voters Assembly may wish to confer upon it. (The Parish Planning Council may vote on internal matters relating to the Council, as required.)

The Parish Planning Council shall keep a permanent set of minutes for each meeting, and such minutes shall be the property of the congregation.

ARTICLE VIII. DUTIES OF OFFICERS

A. Executive Director

25. Shall be the executive officer of the congregation and preside at all meetings of the Parish Planning Council and voters Assembly.
26. Shall, to the best of his/her ability, carry out the provisions of the Constitution and Bylaws of the congregation.
27. Shall be a non-voting member of all administrative boards and committees.
28. Shall communicate regularly with the Pastor(s), other officers, and board directors regarding congregational matters.
29. Shall appoint a secretary immediately after taking office. The secretary (or a substitute) shall be present at all voters meetings of the congregation and at all meetings of the Parish Planning Council, and shall enter the minutes of said groups in a permanent record book over his/her signature.
30. Shall appoint a committee consisting of at least two qualified voting members who are not currently serving in a financial position, to audit annually, and at the end of the treasurer's term, all financial records of the congregation. A report of this audit shall be submitted to the Voters Assembly.
31. Shall appoint committees for specific temporary needs.
32. Is empowered to sign checks in the absence of the Treasurer.

B. Assistant Executive Director(s)

33. Shall act for and in the stead of the Executive Director in his/her absence.
34. Shall be available for whatever duties the Executive Director may assign.

C. Treasurer

35. Shall maintain a record of congregational financial activities through the use of an organized set of financial ledgers consistent with general accounting practices.
36. Shall provide to the voters, the Executive Director, and the administrative board directors a financial reporting system which will allow timely and informed judgments and decisions to be made.
37. Shall present complete accounting records for audit not later than one month after the close of the accounting year.
38. Shall sign checks for payment of bills, salaries, or other financial commitments of the congregation.

ARTICLE IX. DUTIES OF ADMINISTRATIVE BOARDS

D. General Duties

39. **Guidelines** – All administrative boards shall establish and maintain operational guidelines and carry out their duties in accordance with them. The boards shall perform such additional duties as assigned by the Voters Assembly and may form Ministry Action

Teams made up of board members or others for short duration special projects. Basic duties for each board are listed in these Bylaws. Each administrative board shall be under the direct control and supervision of the director of that board. Following the election of the director of each board and the number of board members required, the director of the respective board shall designate and appoint from among the board members at his/her own discretion those individuals who are to be responsible for various phases of the work of that board.

40. **Reports** – Each administrative board shall submit a report of its activities on such occasions as the Voters Assembly shall require. Such reports shall include specific recommendations (if any) for congregational action and/or approval. An annual report for the previous year shall be submitted to the Executive Director not later than February 1 of each year.
41. **Administration of Funds** – Each administrative board shall be empowered to administer all funds set aside for its work by budget authorization or by special resolution of the Voters Assembly, provided that the Voters Assembly may, at its discretion, restrict such expenditures to conform with the actual financial condition of the congregation at any given time. Each administrative board shall be jointly and severally liable for all expenditures not authorized either by the budget or by special resolution of the congregation.
42. **Minutes** – Each administrative board shall keep a permanent set of minutes for each meeting, and such minutes shall be the property of the congregation.
43. **Meetings** – The time and frequency of board meetings shall be at the discretion of the director of the board and the board members, except that, for good and sufficient reason, either the Executive Director of the congregation or the Pastor(s) may call a meeting of any board at any time. Each person shall be notified of the date, time, and purpose of such a meeting.

E. Duties of Individual Boards

44. **Board of Christian Education**

- i. Plan and administer the total educational program of the congregation for all age levels: preschool, elementary, youth, and adult.
- j. Determine policies, select personnel for the various programs, provide the necessary means and facilities for the programs, and direct and supervise the entire educational program of the congregation.
- k. Negotiations for contract teachers and aides (new and renewal) shall be delegated to the Board of Christian Education and such negotiations and the terms agreed to shall be reported to the Voters Assembly, and be subject to budget approval.

45. **Board of Church Properties**

- l. Be responsible for the proper maintenance of all congregational property, but with the understanding that they manage the property in the name of, and as stewards of, the congregation.
- m. Plan for a fund for the orderly and emergency replacement of church facilities and systems. The administering of these funds for non-emergency use must have prior approval from a Voters Assembly meeting. However, should an emergency arise, the Board of Church Properties shall be empowered to administer funds to remedy the emergency situation. An emergency will consist of a system breakdown which could

result in danger to the life, health, or safety of members/visitors, or significant degradation to other capital equipment or real property.

46. Board of Evangelism

- n. Plan, promote and carry out an evangelism program in the congregation and in the community.
- o. Plan and supervise religious surveys of the community.
- p. Maintain a record file of prospects to keep an evangelism program alive, and enlist the aid of members in visiting prospects.

47. Board of Lay Ministry

- q. Assist the Pastor in the spiritual care of the congregation, especially in evangelical admonition and discipline, in the cultivation of harmony and charity among the members, and promotion of the general welfare of the congregation and Christ's Kingdom at home and abroad.
- r. Encourage faithful attendance at divine services and at the Lord's Supper, and visit negligent members to remind them of their Christian responsibilities.
- s. Provide assistance at baptisms and communion services.
- t. Provide for an atmosphere of reverence and devotion at all services.
- u. See that services are conducted regularly during an absence or vacancy in the pastoral office.
- v. Initiate admonition in accordance with Matthew 18:15-20 in the event of the Pastor's or called teacher's unfaithfulness in the performance of duties, teachings, or conduct.
- w. Report membership changes to the Voters Assembly.

48. Board of Parish Fellowship

- x. Be responsible for planning activities designed for the strengthening of the congregation both spiritually and socially.
- y. Arrange for meals to be provided to families at times of death, illness, or other needs.
- z. Provide opportunities for the integration of new members and their families into the congregation through fellowship activities.

49. Board of Public Relations

- aa. Publicize the work of the congregation through various channels and present a Christian image of the congregation to the community.
- bb. Integrate the work of the congregation into the life of the community.

50. Board of Stewardship

- cc. Discover the talents of the membership and enlist them in the congregation's programs.
- dd. Encourage the Gospel-motivated practice of joyous, dedicated first-fruits proportionate giving.
- ee. Give all members an annual opportunity to make a commitment of their time, talents, and treasure for the support of Christ's ministry through the congregation.
- ff. Monitor disbursements from memorial and special purpose funds.
- gg. Review, accept or decline all offers of unsolicited gifts to the congregation.
- hh. Be responsible for the accurate counting, recording, and depositing of all receipts for the congregation in a local financial institution or institutions.

- ii. Draft an annual congregational budget to present to the Voters Assembly, using input from all administrative boards.
- jj. Be the focal point for mission outreach of the congregation.
- kk. Conduct Human Care Ministry programs.

51. Board of Youth Ministry

- ll. Involve the young people of the congregation in the work of Christ.
- mm. Provide for spiritual growth and Christian fellowship of the young people of the congregation.

ARTICLE X. ORGANIZATIONS WITHIN THE CONGREGATION

Members may create organizations within the congregation with the approval of the Parish Planning Council. These organizations shall be under the supervision of the Pastor(s) and the appropriate administrative board under whose jurisdiction they function. The Pastor(s) shall act as advisor for such organizations. Only members of this congregation shall be officers of such organizations.

ARTICLE XI. TRUSTEES

Three members of the congregation shall be designated by the Director of the Board of Church Properties and approved by the Voters Assembly to act as the Legal Trustees for Bethany Lutheran Church. The trustees shall be approved by the court, as required by law, and empowered to conduct all legal matters for the church as have been approved by the Voters Assembly. Trustee duties include, but are not limited to, signing all contracts involving church property including mortgages, coordinating legal matters with the church lawyer and Director of the Board of Church Properties, and executing any legal act for, or in behalf of Bethany Lutheran Church Congregation. Should the trustees, in good conscience, take exception to a proposed contract, they shall contact the Executive Director for advice and guidance. Trustees shall serve until they resign or are replaced for cause.

ARTICLE XII. REVIEWING THE CONSTITUTION AND BYLAWS

The Constitution and Bylaws of this congregation shall be reviewed periodically (every 5 years or as need arises), to ascertain that its provisions meet current needs. The Executive Director shall appoint a committee for such review. Following the review, the Executive Director shall present the report of the committee and any proposed amendments for change to the Voters Assembly. Adoption of amendments shall follow the procedure outlined in Article X of this Constitution and Article XIII of these Bylaws.

ARTICLE XIII. AMENDMENTS

These Bylaws may be changed or amended by a two-thirds majority of the votes cast in a meeting of the Voters Assembly, providing that the intention to amend the Bylaws and the wording of the amendments proposed shall be submitted at a previous voters meeting and made available to voting members.

NOTES