

People of Hope

Constitution

Constitution effective as of April 2, 1995

Bylaws effective as of April 2, 1995

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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 People of Hope.
- C1.02.** For the purpose of this constitution and the accompanying bylaws, the congregation of People of Hope is hereinafter designated as "this congregation."
- C1.03.** This congregation shall be incorporated under the laws of the State of Minnesota.

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 judgment and mercy through word and deed, beginning with the Word in creation, continuing in the history of Israel, and centering in all its fullness in the person and work of Jesus Christ.
 - c. The canonical Scriptures of the Old and New Testaments are the written Word of God. Inspired by God's Spirit speaking through their authors, they record and announce God's revelation centering in Jesus Christ. Through them God's Spirit speaks to us to create and sustain Christian faith and fellowship for service in the world.
- C2.03.** This congregation accepts the canonical Scriptures of the Old and New Testaments as the inspired Word of God and 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.

The Evangelical Lutheran Church in America, therefore, derives its character and powers both from the sanction and representation of its congregations and from its inherent nature as an expression of the broader fellowship of the faithful. In length, it acknowledges itself to be in the historic continuity of the 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 faithfully to future generations.
 - c. Carry out Christ's Great Commission by reaching out to all people to bring them to faith in Christ and by doing all ministry with a global awareness consistent with the understanding of God as Creator, Redeemer, and Sanctifier of all.
 - d. Serve in response to God's love to meet human needs, caring for the sick and the aged, advocating dignity and justice for all people, working for peace and reconciliation among the nations, and standing with the poor and powerless, and committing itself to their needs.
 - e. Nurture its member/missionaries 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 member/missionaries to participate in this ministry.
 - c. Challenge, equip, and support all member/missionaries 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 member/missionaries 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 churchwide organization of the Evangelical Lutheran Church in America.
- i. Foster and participate in ecumenical relationships consistent with church-wide policy.

C4.04. This congregation shall develop an organizational structure to be described in the bylaws. The Mission Leadership Team shall prepare descriptions of the responsibilities of each team, task force, or other organizational groups and shall review their actions. (Such descriptions shall be contained in continuing resolutions in the section on the Mission Leadership Team.)

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 Mission Leadership Team or other organizational units in this congregation's governing documents is recognized. All remaining authority is retained by the congregation. The congregation is authorized to:

- a. call a pastor as provided in Chapter 9;
- b. terminate the call of a pastor as provided in Chapter 9;
- c. call or terminate the call of associates in ministry 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 Mission Leadership Team, boards, and teams, and require them to carry out their 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.

C5.04. This congregation annually shall choose from among its voting member/missionaries laypersons to serve as voting Members of the Synod Assembly as well as persons to represent it at meetings of any conference, cluster, coalition, or other area subdivision of which it is a member. The number of persons to be elected by the congregation and other qualifications shall be as prescribed in guidelines established by this synod.

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 Southeastern Minnesota Synod of the Evangelical Lutheran Church in America. 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 call to other staff positions in the congregation according to the procedures of the Evangelical Lutheran Church in America.
- e. This congregation agrees to file this constitution and any subsequent changes to this constitution with the synod for review to ascertain that all of its provisions are in agreement with the constitution and bylaws of the Evangelical Lutheran Church in America and with the constitution of the synod.

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

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

- C6.05.** 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 member/missionaries 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 member/missionaries 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 member/missionaries 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 member/missionaries 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.
 - g. If this congregation was a member of the Lutheran Church in America, it shall be required, in addition to the foregoing provisions in **C6.05**, to receive synodical approval before terminating its membership in the Evangelical Lutheran Church in America.
 - h. If this congregation was established by the Evangelical Lutheran Church in America, it shall be required, in addition to the foregoing provisions in **C6.05**, to receive synodical approval before terminating its membership in the Evangelical Lutheran Church in America.
- C6.06.** If this congregation is considering relocation, it shall confer with the bishop of the synod in which it is territorially located before any steps are taken leading to such action. The approval of the Synod Council shall be received before any such action is effected.

Chapter 7.

PROPERTY OWNERSHIP

- C7.01.** If this congregation ceases to exist, title to undisposed property shall pass to the Southeastern Minnesota Synod of the Evangelical Lutheran Church in America.

- C7.02.** If this congregation is removed from membership in the Evangelical Lutheran Church in America according to its procedure for discipline, title to property shall continue to reside in this congregation.
- C7.03.** If a two-thirds majority of the voting member/missionaries of this congregation present at a regularly called and conducted special meeting of this congregation vote to transfer to another Lutheran church body, title to property shall continue to reside in this congregation. Before this congregation takes action to transfer to another Lutheran church body, it shall consult with representatives of the Southeastern Minnesota Synod.
- C7.04.** If a two-thirds majority of the voting member/missionaries 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 member/missionaries who desire to continue as a congregation of the Evangelical Lutheran Church in America.

Chapter 8.

MEMBER/MISSIONARIES

- C8.01.** Member/missionaries 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 status as member/missionaries in accordance with the provisions of this constitution and its bylaws.
- C8.02.** Member/missionaries shall be classified as follows:
- a. Baptized member/missionaries 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 member/missionaries 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.
 - c. Voting member/missionaries are confirmed member/missionaries. Such confirmed member/missionaries shall have communed and made a contribution of record during the current or preceding year.
 - d. Associate member/missionaries 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 a member/missionary except voting rights and eligibility for elected offices or membership on the Mission Leadership Team of this congregation.

C8.03. All applications for status as confirmed member/missionaries shall be submitted to and shall require the approval of the Mission Leadership Team.

C8.04. It shall be the privilege and duty of member/missionaries of this congregation to:

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

C8.05. Status as a member/missionary in this congregation shall be terminated by any of the following:

- a. death;
- b. resignation;
- c. transfer or release;
- d. disciplinary action by the Mission Leadership Team; or
- e. removal from the roll due to inactivity as defined in the bylaws.

Such persons who have been removed from the roll of member/missionaries 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 member/missionaries present and voting at a meeting regularly called for that purpose. Before a call is issued, the officers, or a team 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 a candidate for the roster of ordained ministers who has been recommended for the congregation by the synodical bishop may be called as a pastor of this congregation.

C9.03. Consistent with the faith and practice of the Evangelical Lutheran Church in America,

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

- b. Each ordained minister with a congregational call shall, within the congregation:
 - 1) offer instruction, confirm, marry, visit the sick and distressed, and bury the dead;
 - 2) supervise all schools and organizations of this congregation;
 - 3) install regularly elected members of the Mission Leadership Team; and
 - 4) with the council, administer discipline.
- c. Every pastor shall:
 - 1) strive to extend the Kingdom of God in the community, in the nation, and abroad;
 - 2) seek out and encourage qualified persons to prepare for the ministry of the Gospel;
 - 3) impart knowledge of this church and its wider ministry through distribution of its periodicals and other publications; and
 - 4) endeavor to increase the support given by the congregation to the work of the churchwide organization of the Evangelical Lutheran Church in America (ELCA) and of the Southeastern Minnesota 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, which shall be at-tested by the bishop of the synod.

- C9.05.**
- a. The call of a congregation, when accepted by a pastor, shall constitute a continuing mutual relationship and commitment, which, except in the case of the death of the pastor, shall be terminated only following consultation with the synodical bishop and for the following reasons:
 - 1) mutual agreement to terminate the call or the completion of a call for a specific term;
 - 2) resignation of the pastor, which shall become effective, unless otherwise agreed, 30 days after the date on which it was submitted;
 - 3) inability to conduct the pastoral office effectively in the congregation in view of local conditions, without reflection on the competence or the moral and spiritual character of the pastor;
 - 4) the physical or mental incapacity of the pastor;
 - 5) disqualification of the pastor through discipline on grounds of doctrine, morality, or continued neglect of duty;
 - 6) the dissolution of the congregation; or
 - 7) suspension of the congregation as a result of discipline proceedings.
 - b. When allegations of physical or mental incapacity of the pastor or ineffective conduct of the pastoral office have come to the attention of the bishop of the synod, the bishop in his or her sole discretion may, or when such allegations have been brought to the synod's attention by an official recital of allegations by the Mission Leadership Team or by a petition signed by at least one-third of the voting member/missionaries of the congregation, the bishop shall, investigate

such conditions personally in company with a committee of two ordained ministers and one layperson.

- c. In case of alleged physical or mental incapacity, competent medical testimony shall be obtained. When such disability is evident, the bishop of the synod with the advice of the committee shall declare the pastorate vacant. Upon the restoration of a disabled pastor to health, the bishop of the synod shall take steps to enable the pastor to resume the ministry, either in the congregation last served or in another field of labor.
- d. In the case of alleged local difficulties that imperil the effective functioning of the congregation, all concerned persons shall be heard, after which the bishop of the synod together with the committee described in C9.05.b. shall decide on the course of action to be recommended to the pastor and the congregation. If they agree to carry out such recommendations, no further action shall be taken by the synod. If either party fails to assent, the congregation may dismiss the pastor by a two-thirds majority vote of the voting member/missionaries present at a regularly called meeting after consultation with the bishop.
- e. If, in the course of proceedings described in C9.05.d, the committee concludes that there may be grounds for disciplinary action, the committee shall make recommendations concerning disciplinary action to the synodical bishop who may bring charges, in accordance with the provisions of the constitution and bylaws of the Evangelical Lutheran Church in America and the constitution of this synod.
- f. If, following the appointment of the committee described in C9.05.b. or d., it should become apparent that the pastoral office cannot be conducted effectively in the congregation being served by the ordained minister due to local conditions, the bishop of the synod may temporarily suspend the pastor from service in the congregation without prejudice and with pay provided through a joint synodical and churchwide fund and with housing provided by the congregation.

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 Mission Leadership Team.

C9.07. During the period of service, an interim pastor shall have the rights and duties in the congregation of a regularly called pastor and may delegate the same in part to a supply pastor with the consent of the bishop of the synod and this congregation or Mission Leadership Team. 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 satisfactory settlement of all financial obligations to a former pastor before calling a successor. A pastor shall make satisfactory settlement of all financial obligations to this congregation.

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 Mission

Leadership Team, and the bishop of the synod. As occasion requires, the documents may be revised through a similar consultation.

- C9.10.** With the approval of the bishop of the synod, the congregation may depart from C9.05.a. and call a pastor for a specific term. Details of such calls shall be in writing setting forth the purpose and conditions involved. Prior to the completion of a term, the bishop or a designated representative of the bishop shall meet with the pastor and representatives of the congregation for a review of the call. Such a call may also be terminated before its expiration in accordance with the provisions of C9.05.a.
- C9.11.** The pastor shall keep accurate parochial records of all baptisms, confirmations, marriages, burials, communicants, member/missionaries received, members/missionaries dismissed, or member/missionaries excluded from the congregation, and shall submit a summary of such statistics annually to the synod. The pastor shall be a member/missionary of the congregation that has extended the letter of call. In a parish of multiple congregations, the pastor shall hold membership in one of the congregations.
- C9.12.** 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 congregation meeting may be called by a pastor, the Mission Leadership Team, or the chair of this congregation, or shall be called by the Chair of the congregation upon the written request of 40 of the voting member/missionaries. The call for each special meeting shall specify the purpose for which it is to be held and no other business shall be transacted.
- C10.03.** Notice of all meetings of this congregation shall be given at the services of worship on the preceding two consecutive Sundays and by mail to all voting member/missionaries at least 10 days in advance of the date of the meeting. The posting of such notice in the regular mail, with the regular postage affixed or paid, sent to the last known address of such member/missionaries shall be sufficient.
- C10.04.** The numbers of voting member/missionaries to constitute a quorum shall be specified in the by-laws.
- C10.05.** Voting by proxy or by absentee ballot shall not be permitted.
- 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.
- C10.08.A20** This congregation may hold meetings by remote communication, including electronically and by telephone conference, as long as there is opportunity for

simultaneous aural communication. To the extent permitted by state law, a notice of all meetings may be provided electronically.

Chapter 11.

OFFICERS

- C11.01.** The officers of this congregation shall be a chair, vice chair, secretary, and treasurer.
- a. Duties of the officers shall be specified in the bylaws.
 - b. The officers shall be voting member/missionaries of the congregation.
 - c. Officers of this congregation shall serve similar offices of the Mission Leadership Team and shall be voting members of the Mission Leadership Team.
 - d. The Mission Leadership Team is to elect the officers; the chair, vice chair, and secretary shall be selected from the elected membership of the Mission Leadership Team by a majority vote. The vice chair shall assume the duties of the chair in the following year.
 - e. The treasurer shall be elected by the congregation.
- C11.02.** The Mission Leadership Team shall elect its officers (except for the treasurer, see C11.01.e above) 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. Their terms shall begin at the close of the annual meeting at which they are elected.
- C11.03.-** No officer shall hold more than one office at a time.
- a. The chair serves for one year.
 - b. The vice chair serves as vice chair for one year and will serve as chair for the following year.
 - c. The secretary shall be elected for one year, and can serve for as many as 2 consecutive terms as secretary.

Chapter 12.

MISSION LEADERSHIP TEAM

- C12.01.** The voting membership of the Mission Leadership Team shall consist of the pastor(s), the officers of the congregation, and not more than 6 member/missionaries. Any voting member/missionary 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 Mission Leadership Team shall be declared vacant if the member a) ceases to be a voting member/missionary of this congregation or b) is absent from four successive regular meetings of the Mission Leadership Team without cause.
- C12.02.** The members of the Mission Leadership Team except the pastor(s) shall be elected by written ballot to serve for two years or until their successors are elected. Such members shall be eligible to serve no more than two full terms consecutively. Their terms shall begin at the close of the annual meeting at which they are elected.

C12.03. Should a member's place on the Mission Leadership Team be declared vacant, the Mission Leadership Team shall elect, by majority vote, a successor until the next annual meeting.

C12.04. The Mission Leadership Team 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 Mission Leadership Team 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 goal.
- b. To seek to involve all member/missionaries of this congregation in mission, worship, learning, and service.
- c. To oversee and provide for the administration of this congregation to enable it to fulfill its functions and perform its mission.
- d. To oversee, authorize, and/or appoint action teams necessary to carry out the mission of People of Hope.
- e. To maintain supportive relationships with the pastor(s) and staff and help them annually to evaluate the fulfillment of their calling or employment.
- f. To be examples individually and corporately of the style of life and ministry expected of all baptized persons.
- g. To promote a congregational climate of peace and goodwill, and, as differences and conflicts arise, to endeavor to foster mutual understanding.
- h. To arrange for pastoral service during the sickness or absence of the pastor.
- i. To facilitate 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.

C12.05. The Mission Leadership Team shall be responsible for the financial and property matters of this congregation.

- a. The Mission Leadership Team 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 Minnesota, except as otherwise provided herein.
- b. The Mission Leadership Team shall not have the authority to buy, sell, or encumber real property unless specifically authorized to do so by a meeting of the congregation.
- d. The Mission Leadership Team shall prepare an annual budget for adoption by this congregation, shall supervise the expenditure of funds in accordance therewith and may incur obligations of more than 10% in excess of the anticipated receipts only after approval by a Congregation Meeting. The budget shall include this congregation's full indicated share in support of the wider

ministry being carried on in partnership with the synod and churchwide organization.

- e. The Mission Leadership Team 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 Mission Leadership Team shall be responsible for this congregation's investments and its total insurance program.

C12.06. The Mission Leadership Team shall see that the provisions of this constitution, and its bylaws, and the continuing resolutions are carried out.

C12.07. The Mission Leadership Team shall provide for an annual review of the roster of member/missionaries.

C12.08. The Mission Leadership Team shall be responsible for the employment and supervision of the salaried lay workers of this congregation.

C12.09. The Mission Leadership Team shall submit a comprehensive report to this congregation at the annual meeting.

C12.10. The Mission Leadership Team shall normally meet once a month. Special meetings may be called by the pastor or the chair, and shall be called by the chair 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.

C12.11. A quorum for the transaction of business shall consist of a two thirds majority of the members of the Mission Leadership Team, including the pastor or interim pastor, except when the pastor or interim pastor requests or consents to be absent and has given prior approval to the agenda for a particular regular or special meeting, which shall be the only business considered at that meeting. Chronic or repeated absence of the pastor or interim pastor who has refused approval of the agenda of a subsequent regular or special meeting shall not preclude action by the Mission Leadership Team, following consultation with the synodical bishop.

Chapter 13.

OTHER CONGREGATION TEAMS

C13.01. A Nominating Team of four voting member/missionaries of this congregation, two of whom, if possible, shall be outgoing members of the Mission Leadership Team, shall be elected at the annual meeting for a term of one year. Members of the Nominating Team are not eligible for consecutive re-election.

C13.02. An Audit Team of two voting member/missionaries shall be elected by the Mission Leadership Team. Audit Team members shall not be members of the Mission Leadership Team. Term of office shall be two years, with one member elected each year. Members shall be eligible for reelection.

- C13.03.** When a pastoral vacancy occurs, a Pastoral Search Team of six voting member/missionaries shall be elected by the Mission Leadership Team. Term of office will terminate upon installation of the new pastor(s).
- C13.04.** Other congregation teams may be formed, as the need arises.

Chapter 14.

ORGANIZATIONS WITHIN THE CONGREGATION

- C14.01** All organizations within this congregation shall exist to aid the mission of People of Hope as stated in the current Mission Statement.
- 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 Mission Leadership Team.

Chapter 15

DISCIPLINE OF MEMBER/MISSIONARIES 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/missionary. 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 Mission Leadership Team.
- C15.02.** The process for discipline of a member/missionary of the congregation shall be governed as prescribed by the chapter on discipline in the Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America. A member/missionary charged with the offense shall appear before the Mission Leadership Team after having received a written notice, specifying the exact charges that have been made against the member/missionary, at least 10 days prior to the meeting.
- C15.03.** Members of the Mission Leadership Team who participate in the preparation of the written charges or who present evidence or testimony in the hearing before the Mission Leadership Team are disqualified from voting upon the question of the guilt of the accused member/missionary. Should the allegations be sustained by a two-thirds majority vote of the members of the Mission Leadership Team, who are not disqualified but who are present and voting, and renewed admonition prove ineffectual, the Mission Leadership Team shall impose one of the following disciplinary actions:
- a. censure before the Mission Leadership Team or congregation;

- b. suspension from status as a member/missionary for a definite period of time; or
- c. exclusion from status as a member/missionary in this congregation.

Disciplinary actions b. and c. shall be delivered to the member/missionary in writing.

- C15.04.** The member/missionary against whom disciplinary action has been taken by the Mission Leadership Team 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 Mission Leadership Team upon receipt of:
 - a) evidence that injustice has been done or
 - b) evidence of repentance and amendment.
- C15.06.** When there is disagreement among factions within this congregation on a substantive issue that cannot be resolved by the parties, member/missionaries of this congregation shall have access to the synodical bishop for consultation after informing the chair of the Mission Leadership Team of their intent. If the consultation fails to resolve the issue(s), the Consultation Committee of the synod shall consider the matter. If the Consultation Committee of the synod shall fail to resolve the issue(s), the matter shall be referred to the Synod Council, whose decision shall be final.

Chapter 16.

BYLAWS

- C16.01.** This congregation may adopt bylaws. No bylaw may conflict with this constitution.
- C16.02.** Bylaws may be adopted or amended at any legally called meeting of this congregation with a quorum present by a majority vote of those voting member/missionaries present and voting.
- C16.03.** Changes to the bylaws may be proposed by any voting member/missionary provided, however, that such additions or amendments be submitted in writing to the Mission Leadership Team at least 60 days before a regular or special Congregation Meeting called for that purpose and that the Mission Leadership Team notify the member/missionaries of the proposal with its recommendations at least 30 days in advance of the Congregation Meeting.
- C16.04.** Approved changes to the bylaws shall be sent by the secretary of this congregation to the synod.

Chapter 17.

AMENDMENTS

- C17.01.** Amendments to this constitution may be proposed by at least 40 voting member/missionaries or by the Mission Leadership Team. Proposals must be filed in

writing with the Mission Leadership Team 60 days before formal consideration by this congregation at its regular or special meeting called for that purpose. The Mission Leadership Team shall notify the member/missionaries of the proposal with the Mission Leadership Team's recommendations at least 30 days in advance of the meeting.

- C17.02.** A proposed amendment to this constitution shall:
- a. be approved at a properly called meeting according to this constitution by a majority vote of those present and voting;
 - b. be ratified without change at the next annual meeting by a two-thirds majority vote of those present and voting; and
 - c. have the effective date included in the resolution and noted in the constitution.
- 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 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 Southeastern Minnesota Synod of the ELCA.
- C17.04.** Whenever the Model Constitution for Congregations is amended by the Churchwide Assembly, this constitution may be amended to reflect any such amendment by a simple majority vote at any subsequent meeting of the congregation without presentation at a prior meeting of the congregation, provided that the Mission Leadership Team has submitted by mail notice to the congregation of such an amendment or amendments at least 30 days prior to the meeting. Following the adoption of an amendment, the secretary of the congregation shall submit a copy thereof to the synod, consistent with C17.-03-.

Chapter 18.

CONTINUING RESOLUTIONS

- C18.01.** The Mission Leadership Team may enact continuing resolutions which describe the function of the various teams 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 Mission Leadership Team.

People of Hope By-Laws

Effective April 2, 1995

- C4.05.01** The mission statement of People of Hope shall be: God gathers People of Hope together as caring Christians welcoming all to explore and grow in a loving relationship with God in our changing world.
- C8.02.01** Voting member/missionaries shall be at least 16 years old.
- C10.04.01** A quorum shall consist of 20 member/missionaries present at a congregational meeting.
- C11.01.01** Duties of the Chair:
- a. The Chair shall preside over congregation meetings and shall also preside over the Mission Leadership Team meetings.
 - b. The Chair shall sign all forms, documents and official papers requiring signature by the congregation.
 - c. The Chair shall be available for consultation with staff and member/missionaries.
 - d. The Chair shall work closely with the pastoral staff.
 - e. The Chair shall ensure that each member of the Mission Leadership Team and various other teams are aware of their duties and responsibilities.
- C11.01.02** Duties of the vice chair
- a. The vice chair shall perform all duties of the chair in her/his absence and, in case of extended disability or expulsion of the chair, shall succeed her/him in office as chair for the remainder of the term.
 - b. The vice chair shall be available for consultation with all teams, organizations and individuals.
 - c. The vice chair shall sign all forms, documents and official papers requiring signature by the vice chair.
- C11.01.02** Duties of the secretary
- a. The secretary shall ensure the keeping of accurate minutes of each meeting of the congregation, and the Mission Leadership Team. These minutes shall be persevered permanently in the church archives.
 - b. The secretary shall distribute copies of the minutes of the Mission Leadership Team to each member of the team as well as to the staff and any congregation member/missionary who requests a copy.
 - c. The secretary shall call the attention of the chair to any business of a previous meeting that has been tabled for later action.
 - d. The secretary shall sign all forms, documents and official papers requiring signature by the congregation secretary.

C11.01.03

Duties of the Treasurer

- a. The treasurer shall ensure the keeping of accurate financial records and that the Mission Leadership Team is provided the necessary financial reports to fulfill their responsibilities.
- b. The treasurer shall sign all forms, documents and official papers requiring signature by the congregation treasurer.