

ASCENSION LUTHERAN BYLAWS

Existing Bylaw B 1:

The congregation council shall consist of ten members, the pastor of the congregation, a presiding president, secretary and the chairpersons of each of the following committees: Education, Evangelism, Finance, Property, Stewardship, Worship, and Youth. Each chairperson shall be elected by the congregation for a two-year term and no council members may serve more than six consecutive years. Annually at the council's first meeting after the congregation's annual meeting, the council shall elect from its membership a president, secretary and treasurer to serve until the next election of such offices.

Proposed Bylaw B 1:

The Congregation Council shall consist of the pastor ex officio, the president, the vice-president, secretary, and treasurer of the congregation.

A) The president shall:

- 1) in conjunction with the pastor, oversee the congregation's planning,
- 2) establish and maintain communications with all committees of the congregation,
- 3) ensure that elections occur as provided in the constitution,
- 4) in conjunction with the pastor, schedule and conduct Congregation Council meetings, and
- 5) ensure that a financial audit is conducted annually.

B) The vice-president shall:

- 1) in the absence of the president, conduct meetings of the Congregation Council and the congregation,
- 2) maintain contact with leaders of the committees of the congregation, and
- 3) recruit members for the committees of the congregation, especially new members of the congregation.

C) The secretary shall prepare, maintain and keep accurate and up-to-date records of all meetings of the congregation and the Congregation Council, and shall oversee the process of non-financial official communications of the congregation.

D) The treasurer shall oversee the financial record-keeping of the congregation, and ensure that the process for receipt of money, payment of bills, financial reporting, and budgeting is adequate.

Proposed Bylaw B 2:

In addition to the committees listed in the Constitution, the following committees regularly shall meet to conduct and promote the ministry of the congregation within the overall planning and mission of the congregation. The members of each committee shall support, encourage, and recruit participation in the activities of their ministry areas. Each committee annually shall elect a chairperson in January to act as a liaison with the Congregation Council, and to prepare an annual report of the activities of the committee while such person was the chair for the annual meeting of the congregation. Such chairperson shall serve no more than two full consecutive annual terms, and shall be the chair of no more than one committee.

- a. The education committee shall oversee the planning, promotion, and preparation of educational programs and curricula.
- b. The evangelism committee shall promote awareness of the fellowship of the congregation.
- c. The finance committee shall propose annual budgets for the congregation, and establish and maintain processes that monitor receipts and expenditures of the congregation.
- d. The property committee shall anticipate repairs to all physical property of the congregation, assure that there is adequate insurance against damage and liability, and assure that all physical property is properly maintained.
- e. The stewardship committee shall conduct and maintain an inventory of the time, talents, and monies of families of the congregation, and shall coordinate and provide that information to the other committees.
- f. The worship committee shall plan and coordinate the worship services in conjunction with the pastor.
- g. The youth committee shall plan and coordinate activities for the spiritual growth of youth and young adults in Christian fellowship.

Existing Bylaw B 3:

The annual meeting of the congregation shall be held in January.

No Proposed Change

Existing Bylaw B 4:

This congregation shall pay first it's commitment for benevolence and then shall pay it's operation expenses from the remainder.

No Proposed Change

Existing Bylaw B 5:

Covenant of Conduct. In order for the congregation and the Congregation Council to deal effectively with issues in the congregation, the following guidelines are to be followed:

- a. All members affirm their right to express their opinions about the life and ministry of the congregation.
- b. The congregation operates with a direct democracy form of government that allows members to share their opinions directly with the pastors, Congregation Council, commissions, and at congregational meetings..
- c. When members of the congregation express an opinion to a member of the Council, the Council person shall ask, "What would you like me to do with this information?"
- d. If the member desires to have the information transmitted to the Council, the member shall be invited to bring the information/opinion to the next Council meeting. The time and date shall be given.
- e. If the member does not wish to appear in person, the Council member shall ask the member for permission to use their name in reporting. If permission is not given, the Council member shall say, "I'm sorry, but I will not be able to report this to the Council since we do not deal with anonymous letters or comments."
- f. If permission is given, the Council member shall report the information/opinion to the Council and use the member's name.
- g. At his/her discretion, a Council member may ask that the member refer this issue to another Council member for presentation.
- h. Each issue shall be placed on the agenda and written in the minutes, along with the action taken by the Council. Action may include: "Received as information," "Pastor and/or president to visit member and report at next meeting," etc.
- i. Opinions may be shared in writing with the Council, and shall be handled in the above mentioned manner if the letter or statement is signed.

No Proposed Change

Suggested Continuing Resolutions

In selecting candidates for the office of president, the Nominating Committee shall seek people with strong leadership skills, the ability to conduct an effective meeting, and experience with one or more committees of the congregation.

In selecting candidates for the office of vice-president, the Nominating Committee shall seek people with strong personal communication skills, knowledge of the purpose of the various committees of the congregation, and motivational skills.

In selecting candidates for the office of secretary, the Nominating Committee shall seek people who are highly organized, have attention to detail, have access to computer or word processing equipment, and have strong written communication skills.

In selecting candidates for the office of treasurer, the Nominating Committee shall seek people who are well-organized, have a knowledge of accounting, and have budgeting experience.

(There should be continuing resolutions of the Congregation Council that encompass the mission statement of each committee.)

Bylaw 1

The Ascension Endowment Fund is created to support the mission of Ascension Lutheran Church by growing a fund which 1) can offset up to half the pastor's housing allowance and 2) be a resource for extraordinary evangelical outreach opportunities.

Bylaw 2

The Treasurer is appointed to make and receive communications with The Ascension Endowment Fund (Fund) and annually to prepare a financial report on the Fund for the congregation. Each year the Treasurer may request funds for the pastor's housing allowance, without consent of the Congregation Council, in an amount not to exceed the lesser of 1) the increase in value of the Fund from the previous year or 2) half of the housing allowance as approved in the budget of the congregation. The Treasurer may request additional proceeds from the Fund only as determined by the Finance Committee and upon the unanimous approval of the Congregation Council.

*Approved at special
congregational meeting
3-16-2008.*

*Adopted at Annual
meeting 1-25-2009*