

# CONSTITUTION CLIFF NOTES—WHAT’S IMPORTANT?

## I. OVERVIEW:

- **E.L.C.A required provisions met**
  - ✓ Organizational chart included
  - ✓ Layout changed in 2016
  - ✓ Chapter 9 language changed from “Pastor” to “Rostered Minister”
    - Includes Deacon & Deaconess language
  - ✓ Chapters 16 & 17 “flip-flop” done
- **Document is more concise**
  - ✓ Funds’ Purposes are listed
  - ✓ Language cleaned up
    - Redundancies are removed
    - 2016 model layout vs. “flipping” through pages
      - ❖ Bylaws & Continuing Resolutions follow Chapter numbers
    - Policies are Removed to “Policy Handbook”
- **Future envisioned**
  - ✓ Practices of our Church followed
    - Powers of the congregation explained
    - Supervision practices listed
    - Council duties explained
    - Committees reorganized
      - ❖ Practices explained
      - ❖ Duties explained
    - Council size reduced to 9
      - ❖ 4 Officers
      - ❖ 5 elected members
      - ❖ “*Ex- Officio*” detailed
  - ✓ “Parish language added”

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## II. CHAPTERS:

### a) Chapter 1-- Name and Incorporation

- No changes

### b) Chapter 2 -- Confession of Faith

- No changes

### c) Chapter 3 -- Nature of the Church

- No changes

### d) Chapter 4 – Statement of Purpose

- Organization Flow Chart Added as a Bylaw
- Flow Chart Explanation follows as a Cont. Res.
- Mission Statement moved here.

### e) Chapter 5 – Powers of the Congregation

- Chapters 16 & 17 “flip-flop” reflected
- Bylaws added to explain Endowment Fund changed to Policies added
- Funds language removed for privacy and accounting purposes

### f) Chapter 6 – Church Affiliation

- No changes

### g) Chapter 7 – Property Ownership

- No changes

### h) Chapter 8 – Membership

- Continuing Resolution changed from “shall” to “may” in c8.05.A18. to reflect actual practices
- Membership Removal and Reinstatement moved here

### i) Chapter 9 – Rostered Minister

- New language added that is required by ELCA
- C9.21. Language for “Congregation Council” was chosen to reflect actual practices
- “Deacon” & “Deaconesses” added to language by the ELCA

### j) Chapter 10 – Congregation Meeting

- Bylaw stating annual meeting added
- Bylaw specifying Fiscal Year added
- Practices for meetings explained

### k) Chapter 11 – Officers

- Language for the Financial Secretary added in C11.01.05. as a bylaw. Details position as a paid staff position
- Language for Treasurer’s Report added to C11.01.07 as a bylaw. Requires 2 weeks.

### l) Chapter 12 – Congregation Council

- C12.01. Number of Members Reduced to 9 + Pastor(s)
- C12.02. & C12.03.—Language reflects practices
- C12.04.01. “Policy Handbook” language added
- Council Agenda updated
- C12.13. Language updated to reflect technology

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## m) Chapter 13 – Congregation Committees

- C13.03.01. Audit Committee Language includes language for an independent audit from an outside firm
  - Standing Committees
- C13.06.01. Ex-Officio language detailed
  - Redundancies removed
- Bylaws & Continuing resolutions don't repeat the same language
  - Committees combined and reduced to 5 Standing Committees + Executive Committee
    - 1. Executive/Staff Support**
      - ❖ Staff Support duties transferred to Executive Committee
    - 2. Finance/Memorial Fund**
      - ❖ Memorial Fund duties transferred from Executive Committee
    - 3. Outreach/Social Ministry**
      - ❖ Communications Committee duties transferred to Outreach/Social Ministry Committee
    - 4. Property**
      - ❖ Technology Committee duties transferred to Property Committee
    - 5. Worship/Ushering**
      - ❖ Duties combined
    - 6. Youth/Education**
      - ❖ Duties combined
- Purpose statements updated where necessary
  - Purposes are Bylaws
- Duties and responsibilities updated for each Standing Committee
  - Duties & responsibilities are Continuing Resolutions

## n) Chapter 14 – Organizations within the Congregation

- No Language Changes

## o) Chapter 15 – Discipline of Members and Adjudication

- No Language Changes

## p) Chapters 16 & 17 Amendments and Bylaws

- Flip—Flopped by ELCA requirements

## q) Chapter 18 – Continuing Resolutions

- No Language Changes

## r) Chapter 19 – Indemnification

- No Language Changes

## s) Chapter 20 – Parish Authorization

- Chapter added based on recommendations from Synod.
- Looks forward to Trinity's possibilities.
- Allows for a Parish to be formed without a major change to the Constitution.