

**MESSIAH EVANGELICAL LUTHERAN CONGREGATION
LINCOLN, NEBRASKA**

THE CONSTITUTION

In the name of the Father and of the Son and of the Holy Spirit. Amen.

PREAMBLE

It is the will of our Lord Jesus Christ that His disciples should preach the Gospel to the whole world (*Mark 16:15, Matthew 28:18-20, Acts 1:8*). That Christ's mission for His Church might be carried out according to His will, He has commanded that Christians unite in worship (*Hebrews 10:24-25*), practice fellowship with one another (*Acts 2:42*), witness to all men (*Acts 1:8*), help each other grow in the Word (*Ephesians 4:11-14*), serve the needs of all men in Christian love (*Ephesians 4:7-16, Mark 10:42-44, John 13:35, Galatians 6:10*), administer the Office of the Keys as His Church (*John 20:21-23, Matthew 18:15-20*), and maintain decency and order (*I Corinthians 14:40*) in the Church.

We, a number of Lutheran Christians (Missouri Synod) living in and near Lincoln, Nebraska, are dedicated to carrying out the commission of our Lord Jesus Christ, who said: "Go you therefore and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, teaching them to observe all that I have commanded you; and lo, I am with you always, to the close of the age." (*Matthew 28:19-20*). All of the talents, energies, and moneys of the congregation shall be directed to that purpose.

Therefore, we accept and subscribe to the following Constitution and By-laws in accordance with which all spiritual and material affairs of our congregation shall be governed.

ARTICLE 1:

NAME

The name of this congregation, incorporated June 13, 1988, shall be Messiah Evangelical Lutheran Congregation of Lincoln, Nebraska.

ARTICLE 2:

MISSION STATEMENT

Messiah Lutheran Church exists to invite people into a faith relationship with Jesus Christ; equip people for growth in this relationship; and send people into the community and world for service in His name.

**MESSIAH EVANGELICAL LUTHERAN CONGREGATION
LINCOLN, NEBRASKA**

THE CONSTITUTION

In the name of the Father and of the Son and of the Holy Spirit. Amen.

PREAMBLE & STATEMENT OF PURPOSE (MISSION)

It is the will of our Lord Jesus Christ that His disciples should preach the Gospel to the whole world (*Mark 16:15, Matthew 28:18-20, Acts 1:8*). That Christ's mission for His Church might be carried out according to His will, He has commanded that Christians unite in worship (*Hebrews 10:24-25*), practice fellowship with one another (*Acts 2:42*), witness to all men (*Acts 1:8*), help each other grow in the Word (*Ephesians 4:11-14*), serve the needs of all men in Christian love (*Ephesians 4:7-16, Mark 10:42-44, John 13:35, Galatians 6:10*), administer the Office of the Keys as His Church (*John 20:21-23, Matthew 18:15-20*), and maintain decency and order (*I Corinthians 14:40*) in the Church.

We, a number of Lutheran Christians (Missouri Synod) living in and near Lincoln, Nebraska, are dedicated to carrying out the commission of our Lord Jesus Christ, who said "Go therefore and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, teaching them to observe all that I have commanded you. And behold, I am with you always, to the end of the age." (*Matthew 28:19-20*). All of the talents, energies, and moneys of the Congregation shall be directed to that purpose.

Therefore, we accept and subscribe to the following Constitution and Bylaws in accordance with which all spiritual and material affairs of our Congregation shall be governed.

ARTICLE 1:

NAME

The name of this Congregation, incorporated June 13, 1988, shall be Messiah Evangelical Lutheran Congregation of Lincoln, Nebraska.

ARTICLE 2:

MISSION STATEMENT

The mission of Messiah Lutheran Church and School is found in these Scriptural mandates:

"And you shall love the Lord your God with all your heart and with all your soul and with all your mind and with all your strength' The second is this: 'You shall love your neighbor as yourself.'" (Mark 12:30-31) and "Go therefore and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, teaching them to observe all that I have commanded you. And behold, I am with you always, to the end of the age." (Matthew 28:19-20).

ARTICLE 3:

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 correct presentation and true exposition of Christian Doctrine taken from and in full agreement with the Holy Scriptures, viz:

- A. The Three Ecumenical Creeds, viz: the Apostolic, the Nicene, and the Athanasian
- B. The Unaltered Augsburg Confession
- C. The Apology of the Augsburg Confession
- D. The Smalcald Articles
- E. Luther's Large Catechism
- F. Luther's Small Catechism
- G. 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 the congregation.

ARTICLE 4:

SYNODICAL AFFILIATION

This congregation shall be affiliated with the Lutheran Church-Missouri Synod as long as the confessions and constitution of said Synod are in accord with the confessions and constitution of this congregation as set forth in Article 3.

This congregation shall, to the best of its ability, collaborate with said Synod and assist it in effecting all sound measures intended for the building up of the Kingdom of God.

ARTICLE 5:

MEMBERSHIP

The membership of this congregation includes baptized, communicant and voting members. The admission of new members and termination of membership shall be set forth in policies established by the ~~Board of Elders~~ in accordance with the spirit of this Constitution. The types and duties of membership are as follows:

- A. Baptized Members – Baptized members are all persons within the congregation who have been baptized with water in the name of the Triune God, whether children or adults, and come under the pastoral care of this congregation. It is expected of all

ARTICLE 3:

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 correct presentation and true exposition of Christian Doctrine taken from and in full agreement with the Holy Scriptures, viz:

- A. The Three Ecumenical Creeds, viz: the **Apostles'**, the Nicene, and the Athanasian
- B. The Unaltered Augsburg Confession
- C. The Apology of the Augsburg Confession
- D. The Smalcald Articles
- E. Luther's Large Catechism
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No doctrine or practice in conflict or inconsistent with the above norms of our faith and life shall be taught or tolerated in the Congregation.

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This Congregation shall be affiliated with the Lutheran Church-Missouri Synod as long as the confessions and Constitution of said Synod are in accord with the confessions and Constitution of this Congregation as set forth in Article 3.

This Congregation shall, to the best of its ability, collaborate with said Synod and assist it in effecting all sound measures intended for the building up of the Kingdom of God.

ARTICLE 5:

MEMBERSHIP

The membership of this Congregation includes baptized, communicant and voting members. The admission of new members and termination of membership shall be set forth in policies established by the **Lay Leadership Board** in accordance with the spirit of this Constitution. The types and duties of membership are as follows:

- A. Baptized Members – Baptized members are all persons within the Congregation who have been baptized with water in the name of the Triune God, whether children or adults, and come under the pastoral care of this Congregation. It is expected of all baptized members that they:

baptized members that they:

1. Attend worship services faithfully and regularly;
2. Lead a Christian life as taught in Galatians 5:19-26;
3. Out of Christian love, submit to brotherly admonition, according to Matthew 18, when having erred or offended;
4. Contribute, as God has blessed them, of their time, talents and treasure toward the maintenance of the congregation and the extension of the church at large;
5. In due time, take a course of instruction in preparation for communicant membership in this congregation;
6. Are not members of any organization conflicting with the Word of God.

B. Communicant Members – Communicant members are all baptized members within the congregation who have received a course of instruction in Christian doctrine, which meets with the approval of the ~~Board of Elders~~. In addition to the duties of baptized members, it is expected of all communicant members that they:

1. Accept all Canonical Books of the Old and New Testament as the standard of faith and life;
2. Familiarize themselves with the doctrines of this church, at least as set forth in Luther's Small Catechism and declare acceptance of them;
3. Shall examine themselves and partake of the Lord's Supper often;
4. Provide for the Christian training of their children;
5. Submit willingly and cheerfully to the policies ~~already made or still to be made~~, provided such policies do not conflict with the Word of God or the confession as stated in Article 3.
6. Participate in personal prayer and Bible study.

C. Voting Members – Voting membership shall be Communicant Members in accordance with this Constitution who have attained the age of 18 years. All voting members shall faithfully attend meetings of the Voters' Assembly.

The membership, and membership privileges, of each member shall remain in force so long as each member shall maintain his/her eligibility according to Sections A and B of this Article and shall meet the requirements stated or implied in the disciplinary or other provisions of the By-laws.

ARTICLE 6:

~~THE OFFICES OF PASTORS, TEACHER, AND OTHER CALLED WORKERS~~

- A. The office of Pastor in this Congregation and that of called Teacher and other called staff shall be conferred only upon such pastors, teachers, called staff, and candidates who profess and adhere to the Confession of the Church (Article 3) and who have been declared eligible by the Synod.
- ~~B. Contract teachers shall also be pledged to the Confession of the Church as stated in Article 3.~~

1. Attend worship services faithfully and regularly.
2. Lead a Christian life as taught in Galatians 5:19-26.
3. Out of Christian love, submit to brotherly admonition, according to Matthew 18, when having erred or offended.
4. Contribute, as God has blessed them, of their time, talents, and treasure toward the maintenance of the Congregation and the extension of the church at large.
5. In due time, take a course of instruction in preparation for communicant membership in this Congregation.
6. Are not members of any organization conflicting with the Word of God.

B. Communicant Members – Communicant members are all baptized members within the Congregation who have received a course of instruction in Christian doctrine, which meets with the approval of the **Senior Pastor, and have been accepted into communicant membership**. In addition to the duties of baptized members, it is expected of all communicant members that they:

1. Accept all Canonical Books of the Old and New Testament as the standard of faith and life.
2. Familiarize themselves with the doctrines of this church, at least as set forth in Luther's Small Catechism and declare acceptance of them.
3. **Examine** themselves and partake of the Lord's Supper often.
4. Provide for the Christian training of their children.
5. Submit willingly and cheerfully to the policies **this Congregation adopts from time to time**, provided such policies do not conflict with the Word of God or the confession as stated in Article 3 **of this Constitution**.
6. Participate in personal prayer and Bible study.

C. Voting Members – Voting membership shall be Communicant Members in accordance with this Constitution who have attained the age of 18 years. All voting members shall faithfully attend meetings of the Voters' Assembly.

The membership, and membership privileges, of each member shall remain in force so long as each member shall maintain his/her eligibility according to Sections A and B of this Article and shall meet the requirements stated or implied in the disciplinary or other provisions of the Bylaws.

ARTICLE 6:

OFFICES OF PASTOR, TEACHER, AND CALLED WORKER

The office of Pastor in this Congregation and that of called Teacher and other called staff shall be conferred only upon such pastors, teachers, called staff, and candidates who profess and adhere to the Confession of the Church (Article 3) and who have been declared eligible by the Synod.

ARTICLE 7:

CHRISTIAN EDUCATION

This congregation shall further the cause of Christian Education by the establishment and maintenance of Sunday School, Bible Classes, Confirmation Classes, and Christian Day School.

ARTICLE 8:

POWERS OF THE CONGREGATION

- A. General - The Congregation as a body, through its Voters' Assembly, shall have ~~supreme power~~ to administer and manage all of the congregation's external and internal affairs. The congregation, however, shall not be empowered to decide anything contrary to the Word of God and the confession listed in Article 3, and any such contrary decision shall be null and void. Matters of doctrine and conscience shall be decided in accordance with the Word of God. Other matters shall be decided by a simple majority vote of the voting members in attendance at a Voter's Assembly meeting unless otherwise specified by this Constitution or Bylaws.
- B. Right of Calling – The right of calling ~~pastors, teachers, and other called workers~~ shall be vested in the Voters' Assembly and shall not be delegated to a smaller body or an individual.
- C. Election of ~~Officers and~~ the Lay Leadership Board (LLB) – ~~The Officers of the Congregation shall consist of an Executive Director, Assistant Executive Director, a Treasurer, and a Secretary elected from among the Voting Membership in accordance with the By laws of the congregation.~~ The Voter's Assembly shall also elect seven (7) ~~other~~ voting members. ~~These seven (7) members plus the four (4) officers~~ shall comprise the Lay Leadership Board. The Senior Pastor shall be a non-voting member of the Board. The nomination and election of ~~Officers and~~ Board members shall be as specified in the Bylaws.
- D. Lay Leadership Board Actions Requiring Prior Approval of the Voters' Assembly – The Lay Leadership Board shall obtain prior approval of the Voters' Assembly on the following actions/items:
1. Annual Financial Operating Plan
 2. Acquisition or disposal of any single asset or liability that exceeds \$50,000.
 3. ~~Calling or removal of called staff.~~
 4. Dissolution of the Congregation.
- E. Election of the Board of Elders – ~~The Voters' Assembly shall elect a minimum of seven (7) men to serve as Elders. All Pastors shall be non-voting members of the Board of Elders.~~
- F. Removal from Office – Sufficient grounds for removing a Pastor ~~or other duly called worker~~ shall be persistent adherence to false doctrine, scandalous life, and willful neglect of official duties or evident and protracted incapacity, inability or unwillingness to perform the function of the office. ~~Charges~~ on any of these counts

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This Congregation shall further the cause of Christian Education by the establishment and maintenance of Sunday School, Bible Classes, Confirmation Classes, and Christian Day School.

ARTICLE 8:

POWERS OF THE CONGREGATION

- A. General – The Congregation as a body, through its Voters' Assembly, shall have the **final authority** to administer and manage all of the Congregation's external and internal affairs. The Congregation, however, shall not be empowered to decide anything contrary to the Word of God and the confession listed in Article 3, and any such contrary decision shall be null and void. Matters of doctrine and conscience shall be decided in accordance with the Word of God. Other matters shall be decided by a simple majority vote of the voting members in attendance at a Voter's Assembly meeting unless otherwise specified by this Constitution or Bylaws.
- B. Right of Calling **the Pastors (Ordained)** – The right of calling **the Pastors (Ordained)** shall be vested in the Voters' Assembly and shall not be delegated to a smaller body or an individual.
- C. Election of the **Lay Leadership Board (LLB)** – The Voter's Assembly shall elect **twelve (12)** voting members who shall comprise the Lay Leadership Board. The Senior Pastor shall be a non-voting member of the Board. The nomination and election of the Board members shall be as specified in the Bylaws.
- D. Lay Leadership Board Actions Requiring Prior Approval of the Voters' Assembly – The Lay Leadership Board shall obtain prior approval of the Voters' Assembly on the following actions/items:
1. Annual Financial Operating Plan.
 2. Acquisition or disposal of any single asset or liability that exceeds **\$150,000 or such other amount as the Voters may establish at the Annual Meeting or at a special meeting.**
 3. Dissolution of the Congregation.
- E. Removal of **Pastors (Ordained)** from Office – Sufficient grounds for removing **the Pastors (Ordained)** shall be persistent adherence to false doctrine, scandalous life, and willful neglect of official duties or evident and protracted incapacity, inability, or unwillingness to perform the function of the office. **The Lay Leadership Board shall carefully investigate** charges on any of these counts. Should such charges be substantiated by clear evidence, the individual involved shall first be given an opportunity to resign his position in the Congregation. Such opportunity having been given and declined, the **Lay Leadership Board** shall, after consultation with the appropriate officers of Nebraska District, notify the Voting Membership of the situation and submit the matter for action at a special meeting of the Voters. A three-fourths majority vote of the Voting Members present shall be required to remove a **Pastor (Ordained)**.

~~shall be carefully investigated by the Board of Elders. Should such 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 Elders shall, after consultation with the appropriate officers of Nebraska District, notify the Voting Membership of the situation and submit the matter for action at a special meeting of the Voters. A three-fourths majority vote of the Voting Members present shall be required to remove a Pastor or other duly called worker.~~

ARTICLE 9:

POWERS OF THE GOVERNING BOARDS

- ~~A. Lay Leadership Board— The Lay Leadership Board shall have the power to develop and implement those policies, strategies, procedures, and people groups as required to execute the mission of the Congregation as stated in Article 2. The Lay Leadership Board shall have no authority beyond that which has been conferred upon them by the constitution, its bylaws or the Voters’ Assembly. Powers delegated to them may at any time be altered or revoked by the Voters’ Assembly. The Executive Director and Secretary shall sign all legal documents.~~
- ~~B. Board of Elders— The Board of Elders shall watch over the doctrine, life, and spiritual well being of the Congregation~~

ARTICLE 10:

PROPERTY RIGHTS

The Voting Members of the congregation shall have power and authority to acquire, hold, enjoy, improve, mortgage, dispose of and convey all real and personal property which it may acquire by purchase, donation or otherwise, in order to carry out the mission of the Congregation as stated in Article 2.

If, at any time, a separation should take place within this congregation, the advice of the officers of the Nebraska District of the Lutheran Church-Missouri Synod and the Lutheran Church-Missouri Synod shall be sought. If, despite all efforts to ~~compose~~ differences in peace and love, a division 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 3 and 4 of this Constitution.

This corporation is one which does not contemplate pecuniary gain or profit to its members, and it is organized solely for nonprofit religious purposes. ~~On the winding up and~~ dissolution of this corporation, pursuant to the laws of the State of Nebraska, and after payment of adequate provision for the debts and obligations of the corporation, the remaining assets shall be distributed to the Nebraska District of the Lutheran Church-Missouri Synod or its successor, subject to acceptance.

ARTICLE 9:

POWERS OF THE LAY LEADERSHIP BOARD

- A. The Lay Leadership Board shall develop and implement the policies, strategies, procedures, and people groups as required to execute the mission of the Congregation as stated in Article 2. The Lay Leadership Board shall have no authority beyond that which has been conferred upon them by the Constitution, its Bylaws, or the Voters’ Assembly. Powers delegated to them may at any time be altered or revoked by the Voters’ Assembly.
- ~~B. The Lay Leadership Board will select the Church Officers from among the Lay Leadership Board members. The Congregational Officers shall consist of: Chairman, Vice Chairman, Secretary, and Treasurer. Those Officers identified by state law shall serve as legal representatives of the Congregation.~~

ARTICLE 10:

PROPERTY RIGHTS

The Voting Members of the Congregation shall have power and authority to acquire, hold, enjoy, improve, mortgage, dispose of and convey all real and personal property which it may acquire by purchase, donation, or otherwise, in order to carry out the mission of the Congregation as stated in Article 2.

If, at any time, a separation should take place within this Congregation, the advice of the Officers of the Nebraska District of the Lutheran Church-Missouri Synod and the Lutheran Church-Missouri Synod shall be sought. If, despite all efforts to ~~resolve~~ differences in peace and love, a division 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 3 and 4 of this Constitution.

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ARTICLE 11:

VALIDITY OF RESOLUTIONS

Congregational matters, except as otherwise provided in this Constitution and its associated By-laws, shall be decided by a simple majority ~~vote~~ of the qualified ~~Voting-Members~~ present at a properly convened meeting of the Voters' Assembly.

ARTICLE 12:

BYLAWS

This congregation, through its Voters' Assembly, may adopt such bylaws as the accomplishment of the purpose of this organization may demand.

ARTICLE 13:

AMENDMENTS

This Constitution, with the exception of the Preamble and Articles 3 and 4, may be amended as follows:

- A. Proposal process - The proposed change(s) or amendment(s) must be presented at a meeting of the Voters' Assembly. Notice of the intention to amend the Constitution shall be publicized to the congregation at least four weeks prior to the meeting in which it is to be presented. Notice of the intention, along with the proposed changes, shall be sent to the District ~~Office~~ after presentation to the Voters' Assembly.
- B. Ratification process – The ratification process may not begin until the proposal process is completed. The proposed changes or amendments must be ratified at a meeting of the Voters' Assembly. Notice of the intention to ratify the proposal(s) shall be publicized to the congregation at least four weeks prior to the meeting in which the proposal(s) are to be voted on. A two-thirds majority of the votes cast is required for ratification. Notice of ratification shall be sent to the District ~~Office~~.

ARTICLE 11:

VALIDITY OF RESOLUTIONS

Congregational matters, except as otherwise provided in this Constitution and its associated Bylaws, shall be decided by a simple majority of the qualified **members voting** at a properly convened meeting of the Voters' Assembly.

ARTICLE 12:

BYLAWS

This Congregation, through its Voters' Assembly, may adopt such Bylaws as the accomplishment of the purpose of this organization may demand.

ARTICLE 13:

AMENDMENTS

This Constitution, with the exception of the Preamble and Articles 3 and 4, may be amended as follows:

- A. Proposal process – The proposed change(s) or amendment(s) must be presented at a meeting of the Voters' Assembly. Notice of the intention to amend the Constitution shall be publicized to the Congregation at least four weeks prior to the meeting in which it is to be presented. Notice of the intention, along with the proposed changes, shall be sent to the **Nebraska District/LCMS** after presentation to the Voters' Assembly.
- B. Ratification process – The ratification process may not begin until the proposal process is completed. The proposed changes or amendments must be ratified at a meeting of the Voters' Assembly. Notice of the intention to ratify the proposal(s) shall be publicized to the Congregation at least four weeks prior to the meeting in which the proposal(s) are to be voted on. A two-thirds majority of the votes cast is required for ratification. Notice of ratification shall be sent to the **Nebraska District/LCMS**.

BYLAWS

ARTICLE 1:

~~THE~~ VOTERS' ASSEMBLY

- A. ~~Regular Meetings~~ – The Voters' Assembly shall meet ~~a minimum of~~ once per year to conduct the corporate business, including Elections and the adoption of the Financial Operating Plan. The day and hour of meeting(s) shall be set by the Lay Leadership Board and must be held at least 30 days prior to the beginning of the new fiscal year. Meetings must be publicized to the Congregation at least two weeks in advance and the notification shall contain an agenda of items to be considered.
- B. ~~Special Meetings~~ - The Voters' Assembly may meet subject to a call by the Lay Leadership Board, ~~the Board of Elders~~, or at the written request of any ten (10) voting members. Notice of any such special meeting shall be publicized to the Congregation at least two weeks, but no more than 60 days in advance of the meeting. The notice shall contain the location, date, and time of the meeting and the agenda of items to be considered. No agenda items may be added once notification has been made.
- C. ~~Leadership~~ - The ~~Executive Director or Assistant Executive Director~~ shall preside at all Voters' Assembly meetings.
- A. ~~Quorum~~ – A quorum of fifty (50) of the voting membership must be present to conduct the business of the Voters' Assembly.

ARTICLE 2:

~~NOMINATIONS AND ELECTIONS OF OFFICERS AND BOARD MEMBERS~~

- A. ~~Nominating Committee~~ - The ~~Executive Director~~ shall appoint, with the approval of the LLB, a nominating committee ~~to be chaired by the Assistant Executive Director~~. The nominating committee will develop a slate of ~~Officers, LLB members and Elders~~ to stand for election to fill the vacancies created by expired terms. The committee shall ~~contain~~ a majority of non-board members, shall function for one year ~~only~~, and include the Senior Pastor. All nominees shall be voting members. ~~The slate of nominees shall be publicized to the Congregation at least two weeks prior to the Election.~~
- B. ~~Nomination Procedure~~ - The nominating committee shall make public notice to the congregation of the opportunity for Voters to recommend candidates for any elected position at least six weeks prior to the Election. The nominating committee shall accept recommendations for at least three weeks and shall consider all recommendations according to the qualifications stated in the bylaws for the respective position. The nominating committee shall contact each qualified candidate regarding their willingness to serve.
- C. ~~Election Procedure~~ – All Board Members ~~and Officers~~ shall be elected by a ~~simple~~ plurality vote by the Voters' Assembly at a ~~regular~~ meeting.

BYLAWS

ARTICLE 1:

VOTERS' ASSEMBLY

- A. ~~Annual Meeting~~ – The Voters' Assembly shall meet once per year to conduct the corporate business, including Elections and the adoption of the ~~Annual~~ Financial Operating Plan. The day and hour of meeting(s) shall be set by the Lay Leadership Board and must be held at least 30 days prior to the beginning of the new fiscal year. Meetings must be publicized to the Congregation at least two weeks in advance and the notification shall contain an agenda of items to be considered.
- B. ~~Special Meetings~~ – The Voters' Assembly may meet subject to a call by the Lay Leadership Board or at the written request of any ten (10) voting members. Notice of any such special meeting shall be publicized to the Congregation at least two weeks, but no more than 60 days in advance of the meeting. The notice shall contain the location, date, and time of the meeting and the agenda of items to be considered. No agenda items may be added once notification has been made.
- C. ~~Leadership~~ – The ~~Chairman or Vice Chairman~~ shall preside at all Voters' Assembly meetings.
- D. ~~Quorum~~ – A quorum of fifty (50) of the voting membership must be present to conduct the business of the Voters' Assembly.

ARTICLE 2:

NOMINATION AND ELECTION OF THE LAY LEADERSHIP BOARD

- A. ~~Nominating Committee~~ – The ~~Chairman~~ shall appoint, with the approval of the Lay Leadership Board, a nominating committee ~~and its chairperson~~. The nominating committee will develop a slate of ~~Lay Leadership Board nominees~~ to stand for election to fill the vacancies created by expired terms. The committee shall ~~be comprised~~ of a majority of non-board members, shall function for one year and include the Senior Pastor.
- B. ~~Nominees~~ – ~~All nominees shall be voting members of the Congregation.~~
- C. ~~Nomination Procedure~~ – The nominating committee shall make public notice to the Congregation of the opportunity for Voters to recommend candidates for any elected position at least six weeks prior to the Election. The nominating committee shall accept recommendations for at least three weeks and shall consider all recommendations according to the qualifications stated in the Bylaws for the respective position. ~~The slate of nominees shall be publicized to the Congregation at least two weeks prior to the Election.~~ The nominating committee shall contact each qualified candidate regarding ~~his/her~~ willingness to serve.

- ~~D. Vacancies – In the event the Executive Director is unable to fulfill his term of office, the Assistant Executive Director will become the Executive Director for the remainder of the Executive Director’s term. In the event any other elected Board Member or Officer is unable to fulfill his/her term of office, the respective Board will appoint a replacement for the remainder of the unexpired term.~~
- ~~E. Terms of office – All Board Members and Officers will be elected to a term of two years. The Executive Director and Treasurer shall be elected to terms that begin in even numbered years. The Assistant Executive Director and Secretary shall be elected to terms that begin in odd numbered years. Half of the members of each Board shall be elected each year unless a Board has an odd number of members. In that case, a majority (by one) of the LLB members shall be elected to terms that begin in the odd numbered year and a majority (by one) of the Elders shall be elected to terms that begin in the even numbered year.~~

ARTICLE 3:

THE BOARD OF ELDERS

- ~~A. Qualifications – The Board of Elders serves as an extension of the Pastoral Office. Elders must be male voting members of the congregation and meet the requirements as described in 1 Timothy 3:2-7 and Titus 1:6-9.~~
- ~~B. Director of the Board – The Board shall select one member each year to serve as Director of the Board.~~
- ~~C. Duties – Spiritual Oversight and the Administration of Sacraments. The Board of Elders shall ensure that the congregation functions in accordance with the established doctrine of the church as listed in Article 3 of the Constitution, including the following duties:~~
- ~~1. Establish and oversee procedures for admission to and removal from membership.~~
 - ~~2. Provide for the Spiritual, Emotional, Physical, and Fiscal well being of the Pastoral Staff and exhort the congregation to do likewise.~~
 - ~~3. Oversee all Call processes.~~
 - ~~4. Establish and carry out procedure for investigation of “grounds for removal” of any called worker.~~
 - ~~5. Establish procedure for investigation of disciplinary recommendations submitted by the Pastors or Day School Principal regarding doctrinal issues involving members of the ministry staff.~~
 - ~~6. Establish procedures for dealing with inactive members.~~
 - ~~7. Oversee all worship content and activities.~~
 - ~~8. Maintain discipline within the congregation including establishing guidelines for Excommunication and restoration of Excommunication.~~
 - ~~9. Ensure doctrinal purity in the content of all educational programs.~~
 - ~~10. Provide oversight of all Sacristy needs.~~
 - ~~11. Provide assistance with communion preparation and distribution and enlist equally qualified men to assist with communion distribution as needed.~~

- D. Election Procedure – All Lay Leadership Board members shall be elected by a plurality vote by the Voters’ Assembly at the annual meeting.
- E. Terms of Office – All Lay Leadership Board members will be elected to a term of three years. Selection of Officers shall occur in accordance with the Lay Leadership Board policy manual. One-third of the members of the Lay Leadership Board shall be elected each year.

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~~D. Meetings – The Elders shall meet at least quarterly. Meetings may be called more frequently at the request of the Board Director or any three Elders. Five (5) Elders shall constitute a quorum for any meeting. Minutes of each meeting shall be kept in printed form. The minutes shall disclose actions taken and be signed by the Board Director. Minutes of the meetings shall be available to voting members upon request.~~

ARTICLE 4:

~~THE LAY LEADERSHIP BOARD (LLB)~~

- ~~A. Qualifications – The Executive Director and the Assistant Executive Director must be male voting members of the congregation and meet the requirements as described in 1 Timothy 3:2-7 and Titus 1:6-9. The remaining members of this Board must meet the requirements as described in 1 Timothy 3:8-11.~~
- ~~B. Duties~~
- ~~1. Transact or supervise the transaction of all legal and general business affairs of the congregation.~~
 - ~~2. Conduct business within the limitations of the annual financial operating plan approved by the Voters' Assembly.~~
 - ~~3. Annually report to the Voters' Assembly on the organizational and financial condition of the congregation.~~
 - ~~4. Recommend an annual Financial Operating Plan to the Voters' Assembly.~~
- ~~C. Meetings – The LLB shall meet at least quarterly and the Executive Director or Assistant Executive Director shall preside at all meetings. Meetings may be called more frequently at the request of the Executive Director or any three LLB members. Seven (7) members of the LLB shall constitute a quorum for any meeting. Minutes of each meeting shall be kept in printed form. The minutes shall fully disclose all actions taken and be signed by the Executive Director and the Secretary. Minutes of the meetings shall be available to voting members upon request.~~

ARTICLE 5:

~~DUTIES OF OFFICERS~~

- ~~A. Executive Director~~
- ~~1. Preside at all meetings of the Voters' Assembly and the LLB.~~
 - ~~2. Sign all legal documents, with the Secretary, on behalf of the congregation.~~
 - ~~3. Enforce the constitution and bylaws and perform the general duties as are common for the office, including such additional duties as may be directed by the Voters' Assembly.~~
- ~~B. Assistant Executive Director~~
- ~~1. Perform all of the duties of the Executive Director in his absence and such other additional duties which may be directed by the Voters' Assembly or by the Executive Director.~~
 - ~~2. Chair the Nominating Committee.~~

ARTICLE 3:

LAY LEADERSHIP BOARD (LLB)

- A. Qualifications – The Chairman and Vice Chairman must be male voting members of the Congregation and meet the requirements as described in 1 Timothy 3:2-7 and Titus 1:6-9. The remaining members of this Board must meet the requirements as described in 1 Timothy 3:8-11.
- B. Officers – The Congregation shall have the following Officers and a Lay Leadership Board. The Voters' Assembly shall elect the members of the Lay Leadership Board. The Lay Leadership Board selects the Officers of the Congregation from the members of the Lay Leadership Board. Officers serve a one-year term.
- Chairman – Shall preside over the meetings of the Voters' Assembly and the Lay Leadership Board.
 - Vice Chairman – Shall serve in the Chairman's absence or inability to perform his duties.
 - Secretary – Shall keep the records of the Lay Leadership Board and the Voters' Assembly.
 - Treasurer – Shall fulfill the legal fiscal responsibilities of the Congregation.
- C. Duties
- Report annually to the Voters' Assembly about the organizational and financial condition of the Congregation.
 - Recommend an Annual Financial Operating Plan to the Voters' Assembly.
 - Transact or supervise the transaction of all legal and general business affairs of the Congregation subject to the Lay Leadership Board's Policy Manual as it may be amended from time to time and subject to any other provision of this Constitution and Bylaws.
 - Ensure adherence to the Constitution and Bylaws.
 - Govern through policy and maintain a policy manual that consists of written policies of the following types:
 - With respect to the Mission, Vision, Global Ends, and Strategic Plan
 - With respect to Board Self-Governance
 - With respect to Board and Staff Relationship
 - With respect to Senior Pastor Limitations
- D. Meetings – The Lay Leadership Board shall meet at least quarterly and the Chairman or Vice Chairman shall preside at all meetings. Meetings may be called more frequently at the request of the Chairman or any three Lay Leadership Board members. Nine (9) members of the Lay Leadership Board shall constitute a quorum for any meeting. Minutes of each meeting shall be kept in printed form. The minutes shall fully disclose all actions taken and be signed by the Chairman and the Secretary. Minutes of the meetings shall be available to voting members upon request.

~~C. Secretary~~

- ~~1. Keep and preserve accurate records of all LLB and Voters' Assembly meetings. Handle such correspondence on behalf of the congregation as required.~~
- ~~2. Sign all legal documents, with the Executive Director, on behalf of the congregation.~~

~~D. Treasurer~~

- ~~1. Keep and preserve the accurate records of all receipts and disbursements, and submit a written report of such at all regular meetings of the Voters' Assembly.~~
- ~~2. Ensure the payment of all properly authorized bills or other financial commitments of the Congregation.~~

~~ARTICLE 6:~~

~~AMENDMENTS~~

These Bylaws may be amended as follows:

- A. Proposal process - The proposed change(s) or amendment(s) must be presented at a meeting of the Voters' Assembly. Notice of the intention to amend the Bylaws shall be publicized to the congregation at least four weeks prior to the meeting in which it is to be presented. Notice of the intention, along with the proposed changes, shall be sent to the District Office after presentation to the Voters' Assembly.
- B. Ratification process – The ratification process may not begin until ~~after~~ the proposal process is completed. The proposed changes or amendments must be ratified at a meeting of the Voters' Assembly. Notice of the intention to ratify the proposal(s) shall be publicized to the congregation at least four weeks prior to the meeting in which the proposal(s) are to be voted on. A two-thirds majority of the votes cast is required for ratification. Notice of ratification shall be sent to the District Office.

ARTICLE 4:

AMENDMENTS

These Bylaws may be amended as follows:

- A. Proposal process – The proposed change(s) or amendment(s) must be presented at a meeting of the Voters' Assembly. Notice of the intention to amend the Bylaws shall be publicized to the Congregation at least four weeks prior to the meeting in which it is to be presented. Notice of the intention, along with the proposed changes, shall be sent to the **Nebraska** District/LCMS after presentation to the Voters' Assembly.
- B. Ratification process – The ratification process may not begin until the proposal process is completed. The proposed changes or amendments must be ratified at a meeting of the Voters' Assembly. Notice of the intention to ratify the proposal(s) shall be publicized to the Congregation at least four weeks prior to the meeting in which the proposal(s) are to be voted on. A two-thirds majority of the votes cast is required for ratification. Notice of ratification shall be sent to the **Nebraska** District/LCMS.