



This document contains the proposed amendments to the Hope Lutheran Church Constitution that will be presented for adoption at the January 13, 2019 Special Congregational Meeting.

Please note that constitutional articles are codified with two sets of numbers C00.00. Bylaw articles are codified with three sets of numbers C00.00.00. Continuing Resolutions are codified with three sets of numbers, except that the third set is preceded by a capital letter C00.00.X00. (Note: There are no Continuing Resolutions being presented for amendment at this meeting.)

Words to be removed are indicated by strikethrough (~~Example~~). Words to be inserted or added are indicated by underline (Example).

Constitution

Bylaws

Continuing

Resolutions

Chapter 1.

NAME AND INCORPORATION

C1.02. For the purpose of this constitution, the accompanying bylaws, and continuing resolutions, ~~this the~~ congregation of **Hope Lutheran Church in The Villages, Inc.** is hereinafter designated as “**this congregation**”.

C1.14-03. This congregation shall be incorporated under the laws of the State of Florida.

Chapter 4.

STATEMENT OF PURPOSE

~~To know Christ — to make Christ known~~

TO KNOW CHRIST AND TO MAKE CHRIST KNOWN

We, baptized members of Hope Lutheran Church in The Villages, Inc. responding in faith to the call of the Holy Spirit through the Gospel, desire to unite to preach the Word, administer the sacraments, and carry out God’s mission. In order to follow in the way of our Lord and reflect his gracious spirit, we hereby constitute ourselves as his church in The Villages and Summerfield, ~~Lady Lake~~ Florida. We will make decisions with the guidance of the Holy Spirit in accord with our Mission Statement and in accordance with the constitution of Hope Lutheran Church. We will be a purpose-driven church. We will share the power of love and shun the love of power. To this gracious purpose and spirit,

we will seek leaders (pastors, administrators, council members, team leaders, small group leaders, and teachers) who will serve God as equals among equals, achieve consensus through prayer, consultation, and respectful communication, yet remain focused on our purpose as a congregation. We will move forward as God's people in mission. We realize that we will not always agree, yet we will be kind, considerate, and forgiving. This we do in the love of Jesus Christ and for the glory of God. We 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.

This ~~vision~~ charter shall be reviewed annually by this congregation, the Congregation Council, and the ministry teams. This ~~vision~~ charter will be examined for changes or affirmation once per year at a congregation meeting where such a consideration is a specific item listed on the meeting agenda.

Chapter 7. PROPERTY OWNERSHIP

C7.01.A06. In the event of the closure or move of Hope Lutheran Church, arrangements are to be made with a cemetery or other Lutheran Church with a memorial garden to transfer remains and records from the Hope Lutheran Church Memorial Garden. Money from the Hope Endowment ~~Legacy Procurement Program~~ Fund may be used for this purpose.

Chapter 8. MEMBERSHIP

C8.05.01. ~~Baptized, confirmed, and voting members of this congregation shall be defined by the constitution.~~ Removal from the church roll shall be by Council action at the recommendation of the Lead Pastor and only after said members cease to fulfill the constitutional definition of voting membership, have been afforded adequate pastoral care, and/or have moved from the community without providing the church office with a forwarding address.

Chapter 9. ROSTERED MINISTER

***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 Congregation Council.

***C9.23.**

- b. Advocate a prophetic ~~diaconal~~ diakonia that commits itself to risk-taking and innovative service on the frontiers of the Church's outreach, giving particular attention to the suffering places in God's world;

Chapter 10. CONGREGATION MEETING

C10.01.01. The annual meeting of this congregation shall be held on the first Sunday of February.

C10.02. A special Congregation Meeting may be called by the Lead Pastor, the Congregation Council, or the president of this congregation, and shall be called by the president of this congregation upon the written request of at least ~~twenty (20%)~~ ten (10%) percent of the voting members. The president of the Congregation Council shall call a special meeting upon request of the synodical bishop. 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 (2) consecutive Saturdays and Sundays and by mail or electronic means, as permitted by state law, to all voting members at least ten (10) days in advance of the date of the meeting.

C10.04. ~~Fifty (50)~~ A quorum for all Congregational Meetings shall be five (5%) percent of the voting members based on the church roll at the end of the prior fiscal year, but never less than fifty (50) voting members. voting members shall constitute a quorum.

C10.06. All actions approved by this congregation shall be by majority vote of those voting members present and voting, except as otherwise provided in this constitution or by state law.

Chapter 11. OFFICERS

C11.01.

~~d. If the Congregation Council elects its officers, the president, vice president, and secretary shall be selected from the elected membership of the Congregation Council. If the treasurer is not selected from the elected membership of the Congregation Council, the treasurer shall have voice but not vote at the meetings of the Congregation Council.~~

d. If a vacancy occurs in the office of president, the vice president shall assume the office of president and serve until the next annual meeting at which time a successor shall be elected to complete the president's term of office. If a vacancy occurs in the office of vice president, the Congregation Council shall appoint a person from the remaining council members to fill the office of vice president and serve until the next annual meeting at which time a successor shall be elected to complete the vice president's term of office.

~~e. If a vacancy occurs in any of the offices of the Congregation Council (president, vice president, secretary, treasurer), the council shall select from the membership of the congregation a person to fill the current year of the unexpired term of office of that officer.~~

e. If a vacancy occurs in the offices of secretary or treasurer, the Congregation Council shall elect by majority vote, a voting member of this congregation, including present council members, to serve in that office until the next annual meeting at which time a successor shall be elected to complete the officer's term of office. The person elected must not have completed his/her term limits on the Congregation Council.

C11.01.01.

b. **Vice president** – the vice president shall preside in the absence of the president ~~assume responsibility for chairing the nominating committee if circumstances allow,~~ and lead ad hoc ministry areas or team meetings as needed.

- c. **Secretary** – the secretary shall ~~take be~~ responsible for the minutes at all meetings of the Congregation Council and this congregation. The Secretary will provide copies of the minutes to members of the Congregation Council, and will make copies available to members of this congregation upon request. The secretary will also initiate certain correspondence on behalf of the Congregation Council and this congregation and lead ad hoc ministry areas as needed.
- d. **Treasurer** – the treasurer shall ensure that ~~pay this~~ this congregation's financial obligations are paid in a timely manner while adhering to an approved spending plan and shall provide monthly and annual reports to Council members and for congregation review. The treasurer shall also lead ad hoc ministry areas as needed.
- e. ~~Three (3) members at large shall be assigned to perform duties as defined by the officers and also act as liaison to ministry areas.~~

C11.02. This congregation shall elect the officers of the Congregation. ~~Council. When only the name of one nominee appears on the slate for election of a specified office, this person will be elected by a show of hands and will serve as defined in the bylaws.~~

C11.03. No officer shall hold more than one office at a time. ~~No elected officer shall be eligible to serve more than two consecutive terms in the same office.~~

C11.04. A member nominated for President shall have served on the Congregation Council prior to his/her nomination.

C11.05. A member may serve as president to fulfill an unexpired term and may serve as president for (1) elected three (3) year term. Upon completion of the three (3) year elected term as president, a member cannot serve another term as president or vice president.

CONGREGATION COUNCIL

C12.01. The voting membership of the Congregation Council shall consist of the called pastor(s), the officers of this congregation, and ~~three~~ five (5) at large members of this congregation. Any voting member of this congregation except seasonal members may be elected, subject only to the limitation on the length of ~~continuous~~ service permitted in that office. A member's place on the Congregation Council shall be declared vacant if the member:

- c. Consistent with the laws of the state of Florida, this congregation may adopt procedures for the removal of a member of the Congregation Council.

C12.01.01. ~~The voting membership of the Congregation Council shall consist of seven (7) elected members plus the pastor(s). These~~ Members serving on the Congregation Council should:

- b. Be faithful in weekly worship ~~on Sunday mornings~~ and at other worship services of this congregation.

C12.02. The members of the Congregation Council, except the called pastor(s), shall be elected at a ~~legally called~~ the Annual Meeting of this congregation ~~on the first Sunday of February.~~ Their terms of office shall be ~~for two~~ three (3) years or until their successors are elected. Their terms shall begin at the close of the Annual Meeting at which they are elected. Newly

elected Council members shall be installed at the Annual Meeting at which they are elected. beginning with their installation on the second Sunday of February.

~~C12.02.01 The members of the Congregation Council except the pastor(s) shall be elected by the voting membership of this congregation at a Congregation Meeting called for the purpose of Congregation Council elections. Election will be made from a ballot listing at least one nominee for each open position as provided by the Nominating Team or from nominations received from a petition signed by at least ten percent (10%) of the voting members of this congregation.~~

C12.02.01. The Congregation Council shall appoint a nominating team annually at its October meeting. The term for members of the nominating team shall be one year. Members of the nominating team are not eligible for consecutive reappointment. The nominating team shall consist of three (3) voting members of the congregation. Excluding the Congregation Council president, one shall be a council member whose term of office will not expire or who is not eligible for re-election to the Congregation Council. Two (2) shall be voting members of the congregation who are not on the Congregation Council.

- a. The Congregation Council shall ensure the names of all nominating team members are listed in the weekly newsletter from the time they are appointed until the 1st weekend in December.
- b. The nominating team shall nominate at least one person for each open position on the Congregation Council. They shall submit a list of these nominees to the Congregation Council at least 10 days before the regularly scheduled December Council meeting.
- c. The Congregation Council shall ensure that a list of open positions for election is communicated to the congregation beginning November 1st.

C12.02.02 Nominations and Elections for Congregation Council members shall be as follows:

- a. Except as provided for in section g, election of Congregation Council members shall be by ballot.
- b. The ballot shall contain the names of persons nominated for each position. The nominees for each position shall be ordered by random draw. Write-ins are not permitted.
- c. All At-Large positions regardless of term length will appear in a single group on the ballot. Nominations shall be to this group of positions as a whole.
- d. Nominations may only be made in the following ways:
 - 1) By the nominating team,
 - 2) By a two-thirds (2/3) vote of the Congregation Council,
 - 3) By a petition signed by at least one hundred (100) voting members of this congregation. This petition must be submitted to the Council Secretary no later than 21 days prior to the Annual Meeting.

Nominations from the floor are not permitted.

- e. Election of Officers shall be by majority vote.

- f. Elections of At Large members of the Congregation Council shall be by plurality vote with the nominees receiving the highest number of votes being elected. Those elected will be given terms in accord with the size of their vote. The person receiving the highest number of votes shall be given the longest term. The person with the second highest number of votes shall be given the second longest term. The assignment shall proceed in a like manner until all the positions are filled.
- g. Should there be only one nominee for a position, election shall be by acclamation with the Chair declaring the nominee elected.

C12.02.03. The cycle of elections shall be staggered so that three (3) positions are elected each year. The President, Vice President and one At Large member shall be elected in the first year. The Secretary and two (2) At Large members shall be elected the second year. The Treasurer and two (2) At Large members shall be elected in the third year. Excluding past presidents, any council member of this congregation past or present may serve on the Congregation Council after February 1, 2020 pursuant to C12.02.04.

C.12.02.04. Except as specified in C11.05, no member may serve on the Congregation Council for more than two elected three (3) year terms unless elected to fill out an unexpired term. If elected to fill out an unexpired term, members are permitted to serve two (2) additional elected three (3) year terms in addition to the unexpired term.

C12.03. Should an at large member's place on the Congregation Council be declared vacant, the Congregation Council shall elect, by majority vote, a successor to serve until the next annual meeting at which time an election will take place for filling the balance of the unexpired term. The member elected by the Congregation Council will be installed at a regular scheduled worship service.

C12.04

- g. To arrange for pastoral service during the sickness and/or absence of the called pastor(s).

C12.04.01.

- ~~f. Personnel issues other than the call of rostered church leaders.~~
- h. Outreach and evangelism.

C12.05.

- g. The Congregation Council shall ensure that an annual review of the congregation's financial records, procedures, and controls is performed by an outside independent accountant.

C12.07. The Congregation Council shall provide for direct that an annual review of the membership roster be performed, and the results delivered to the Congregation Council by the January council meeting.

C12.08. In consultation with, and with the approval of the Congregation Council, the Lead Pastor shall be responsible for the employment or termination of commissioned or contracted pastors and any other pastoral positions. The employment or termination of all non-pastoral staff, as well as the supervision of all staff, shall be the responsibility of the Lead Pastor and/or his/her designee. Nothing in this provision shall be deemed to affect the congregation's responsibility for the call, terms of call, or termination of call of any employees rostered leaders who are on a roster of this church.

C12.09.01. The Congregation Council is responsible for making available to the congregation all the minutes of all Congregation Council, Congregation Council Executive Committee, and congregation, committee, ministry team, task force, and any other organizational group meetings. ~~Any member of this congregation shall normally be afforded the privilege of attending Council meetings and may, by vote of the Council, be afforded voice privileges also. However, the Council shall reserve the right, under specific circumstances it deems appropriate, to meet in executive session giving full account of the meeting's proceedings in the minutes.~~

C12.11. The Congregation Council shall meet regularly as stipulated in the bylaws. Special meetings may be called by the ~~pastor~~ Lead Pastor or the president and shall be called by the president 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.

C12.11.01. ~~The Congregation Council shall meet monthly. The council shall meet with ministry teams and other congregation organizations to foster a shared vision for this congregation's ministry. Any member of this congregation shall be afforded the privilege of attending Congregation Council meetings and may, by vote of the Congregation Council, be afforded voice privileges also. However, the Congregation Council shall reserve the right, under specific circumstances it deems appropriate, to meet in executive session.~~

C12.11.02. The Congregation Council shall provide liaison with ministry teams and other congregation organizations to foster a shared vision for this congregation's ministry.

C12.12. A quorum for the transaction of business shall consist of a majority of the members of the Congregation Council, including the Lead Pastor or interim pastor, except when the Lead Pastor or interim pastor requests or consents to be absent and has given prior approval to the agenda for a particular regular, executive committee, or special meeting. That agenda ~~which~~ shall be the only business considered at that meeting. Chronic or repeated absence of the Lead Pastor or interim pastor who has refused approval of the agenda of a subsequent regular, executive committee, or special meeting shall not preclude action by the Congregation Council, following consultation with the synodical bishop.

Chapter 13.

CONGREGATION COMMITTEES/MINISTRY TEAMS

C13.01. The officers of this congregation and the Lead Pastor shall constitute the Congregation Council Executive Committee. A quorum for the transaction of business by the Executive Committee shall consist of a majority of the officers, including the Lead Pastor or Interim pastor, except when the Lead Pastor or interim pastor requests or consents to be absent and has given prior approval to the agenda for a particular Executive Committee meeting. That agenda shall be the only business considered at that meeting.

C13.01.01. Except as stipulated in the succeeding paragraphs of section C13.07.B99. of the continuing resolutions, the vision for ministry for all ministry teams shall be established through the assistance of the Congregation Council, along with such instructions as in its judgment are in the best interests of this congregation. All actions of the ministry teams shall be subject to evaluation by the Congregation Council.

C13.02. A **Nominating Team** shall be appointed annually by the Congregation Council ~~for a term of one year as prescribed in the bylaws. The vice president of this congregation shall convene this team. Members of the Nominating Team are not eligible for consecutive reelection.~~

~~C13.03. An **Audit Team** of three voting members shall be elected by the Congregation Council. Team members shall not be members of the Congregation Council. Term of office shall be three years, with one member elected each year. Members shall be eligible for reelection.~~

~~C13.03.01. The terms of first election shall be a one-year position, a two-year position, and a three-year position.~~

C13.04. A **Mutual Ministry Team** for each rostered leader (s) (in the absence of a mutual ministry team, the duties shall be fulfilled by the executive committee) shall be comprised of two (2) or three (3) three (3) to six (6) voting members of this congregation shall be appointed jointly by the president and each rostered leader called pastor for his or her individual Mutual Ministry Team. the rostered minister. The term of office shall be two (2) years.

C13.08. The ~~lead pastor~~ Lead Pastor of this congregation shall be *ex officio* a member of all committees, ministry teams, and boards of this congregation. The president of this congregation shall be *ex officio* a member of all committees, ministry teams, and boards of the congregation, except the Nominating Committee. All ex officio members shall have voice and vote.

Chapter 14.

ORGANIZATIONS WITHIN THIS CONGREGATION

C14.01. All organizations within this congregation shall exist to aid in ministering to the members of this congregation and to all persons who can be reached with the Gospel of Christ. As outgrowths and expressions of this congregation's life, the organizations are subject to ~~its~~ oversight and direction of the Congregation Council. This congregation at its annual meeting shall ~~determine their policies, guide their activities, and~~ receive reports concerning their membership, work, and finances.

C14.01.01. The Congregation Council shall require any and all committees, ministry teams, task forces, and organizations within this congregation or sponsored by this congregation to submit regular an annual written reports ~~to the Council~~. This will provide this congregation with information for an Annual Report and enable the Congregation Council to review the ministries of said groups to ensure that they are in overall accord with this congregation's Mission Statement.

Chapter 16.

AMENDMENTS

***C16.01.** Unless provision *C16.04. is applicable, those sections of this constitution that are not required, in accord with the *Model Constitution for Congregations of the Evangelical Lutheran Church*

in America, may be amended in the following manner. Amendments may be proposed by at least ~~twenty percent (20%)~~ ten percent (10%) of the voting members or by the Congregation Council. Proposals must be filed in writing with the Congregation Council 60 days before formal consideration by this congregation at a regular or special Congregation Meeting called for that purpose. The Congregation Council shall notify the congregation's members of the proposal together with the Council's recommendations at least 30 days in advance of the meeting. Notification may take place by mail or electronic means, as permitted by state law.