

BERGEN LUTHERAN CHURCH
BRISTOL, SD
Proposed Bylaws of the Congregation

Chapter 4

STATEMENT OF PURPOSE

C4.03.01 Because communion is God's gift to us, communion is open to anyone who believes that Jesus is truly present in the bread and wine. All who believe this is welcome at God's table.

Chapter 10

CONGREGATION MEETING

C10.01.01. The annual meeting of this congregation shall be held the (4th) fourth Sunday. The meeting will be held at a time designated by the Congregation Council.

C10.01.02. The duties of the annual meeting shall be to elect from the voting members of this congregation, the officers, Congregation Council, committees and auxiliary boards of this congregation.

C10.01.03. The annual meeting may nominate additional persons for any position or office after receiving the nominating committee report. The annual meeting shall authorize the Congregation Council to fill vacancies between annual meetings.

C10.01.04. The annual meeting shall approve and authorize this congregational budget for the year and receive reports from the Congregation Council, committees and auxiliary boards of this congregation.

C10.03.01 In the event of an emergency, a meeting may be held without 2 Sundays of notification, as long as the best attempt is made to notify all members.

Chapter 11

OFFICERS

C11.01.01. President, who shall preside over meetings of the congregation, unless the meeting decides otherwise.

C11.01.02. Vice-president, who shall preside over meetings of the congregation in the president's absence, unless the meeting decides otherwise.

C11.01.03. Secretary, who shall keep the minutes of the meetings of the meetings of the congregation and preserve its archives.

C11.01.04. Treasurer, who shall be custodian of all funds of the congregation. The treasurer shall disburse all funds in accordance with the decisions of the congregation or the Church Council in a timely manner and shall present an audited report to the congregation annually and to the Church Council at such times as it may decide.

Chapter 12

CONGREGATION COUNCIL

C12.02.01 The Leadership Board (previously known as the Deacons and Trustees)

In addition to the duties prescribed in the constitution, the Leadership Board shall:

- a) Be responsible for the care and upkeep of the material properties of the congregation
- b) Consider matters relating to worship of the congregation and make recommendations at the annual meeting
- c) Be responsible for pulpit supply and administrative tasks

Chapter 13

CONGREGATION COMMITTEES

- C13.02.01. The Nominating Committee shall be responsible for providing a slate of candidates for election at the Annual Meeting of the congregation. The Nominating Committee shall prepare a ballot containing at least two (2) names (if at all possible) for any elected positions.
- C13.03.01. The Audit Committee shall provide for an annual review of the financial records of the church to establish the accuracy and completeness of the financial records maintained by the Treasurer. The Audit Committee shall meet at least two weeks prior to the Annual Meeting to review and prepare a report of their findings to the Church Council prior to the congregation Annual Meeting.
- C13.04.01 The Education Committee shall be responsible for the leadership and supervision of the educational program of the congregation.

Approved 2-2-14 at Annual Meeting