

Constitution & By-Laws
and
Cemetery Rules & Regulations
and
Endowment Fund Committee By-Laws
of
St. Paul Evangelical
Lutheran Church
of

Bonduel, Shawano County, Wisconsin

December 2003



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(Includes all revisions made by the Voters' Assembly to and including July 22, 2003. In December, 2003, the Constitution, the Bylaws of the Constitution, the St. Paul Endowment Fund Committee Bylaws, and the Cemetery Rules and Regulations were approved by the North Wisconsin District Board of Directors.)

CONSTITUTION OF ST. PAUL EVANGELICAL LUTHERAN CHURCH

PREAMBLE

According to the Word of God and the will of our Lord Jesus Christ, the mission of His disciples is to preach the Gospel to all the world (Mark 16:16, Matthew 28:18-20, Acts 1:8). That His mission be carried out according to His will, the Lord Jesus Christ has commanded that Christians:

- a) unite in worship (Hebrew 10:24-25)
- b) practice fellowship with those who confess the true faith (Acts 2:42-47, John 2:19, 1 Corinthians 1:10-11)
- c) witness to all men (Acts 1:8)
- d) help each other grow in the Word (Ephesians 4:11-14)
- e) serve the needs of all men in Christian love (Ephesians 4:7-16, Mark 10:42-44, John 13:35, and Galatians 6:10)
- f) administer the Office of the Keys as His Church (John 20:21-23, Matthew 18:15-20)
- g) maintain decency and order in the church (1 Corinthians 14:40)

Therefore we, a number of Lutheran Christians living in and near Bonduel, declare ourselves to be united as a congregation and 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 I: Name

The name of this congregation shall be St. Paul Evangelical Lutheran Church, Inc. of Bonduel, Wisconsin.

ARTICLE II: Confession

This congregation acknowledges and accepts:

- a. all the Canonical books of the Old and New Testaments as the revealed Word of God, verbally inspired, and the only rule of faith and life, and
- b. the confessional writings of the Lutheran Church, contained in the Book of Concord of the year 1580, as the correct presentation and the true exposition of Christian Doctrine drawn from the Holy Scriptures, namely...
 - 1) the three (3) Ecumenical Creeds, namely:
The Apostolic, The Nicene, and Athanasian,
 - 2) the Unaltered Augsburg Confession,
 - 3) the Apology of the Augsburg Confession,
 - 4) The Smalcald Articles,
 - 5) Luther's Small Catechism
 - 6) Luther's Large Catechism, and
 - 7) 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 this congregation.

ARTICLE III: Synodical Affiliation

This congregation shall be affiliated with the Lutheran Church-Missouri Synod as long as the confession and constitution of said Synod are in accord with the confession and constitution of this congregation as laid down in Article II.

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 IV: Membership

A. BAPTIZED MEMBERSHIP

The baptized membership in this congregation is held by all those who are baptized in the name of the Triune God with water and are under our pastoral care.

B. COMMUNICANT MEMBERSHIP

1. Communicant membership in this congregation may be held only by those who:
2. are baptized in the name of the Triune God with water,
3. have declared their acceptance of the confessions of this congregation as contained in Article II of this Constitution,
4. have been accepted into communicant membership in accordance with the Bylaws of this congregation and shall remain faithful to the responsibilities of membership as contained in these Bylaws,
5. do not live in manifest works of the flesh (Galatians 5:19-21), but lead a Christian life, and
6. are not members, affiliates or supporters of secret societies or other organizations conflicting with the Word of God and the conduct of a Christian. (II Corinthians 6:14-18)

The membership and membership privileges of each communicant member shall remain in force so long as each member shall maintain his eligibility according to the five points in Section B of this article and shall meet the requirements stated or implied in the disciplinary or other provisions of the Bylaws. A member who voluntarily severs his connection with this congregation, or who has been released or transferred, or who has been excommunicated or excludes himself according to the provisions of the Bylaws, shall be deemed to have terminated his membership in this congregation along with all rights and privileges of such membership.

ARTICLE V: Organization

A. VOTING MEMBERSHIP

1. This congregation shall be represented by, and administer all its affairs, including the calling of pastor(s) and teachers, through its voting membership.
2. Only communicant members, who have qualified according to the membership provisions of the Bylaws, who are eighteen (18) years of age and older, male or female, shall be received as voting members of this congregation.

B. ADMINISTRATIVE BOARDS

Responsibility and authority for the daily administration of congregational affairs shall be delegated to the following boards:

1. a Board of Elders
2. a Board of Evangelism
3. a Board of Christian Education
4. a Board of Youth Ministry
5. a Board of Stewardship
6. a Board of Trustees (church properties)
7. a Board of Parish Fellowship
8. a Board of Parish Education

One member of each Administrative Board shall serve as the chairperson of that board.

C. OFFICERS OF THE CONGREGATION

The officers of the congregation shall consist of a chairman, a chairman elect, secretary, and financial secretary elected from among the voting membership in accordance with the Bylaws of the constitution; in addition the treasurer shall be an officer of the congregation by appointment of the Church Council as outlined in Article V. D. of the Bylaws. The offices of elder, chairman and chairman elect are restricted to male members of the congregation.

The chairman of the congregation (or the chairman elect, when acting in the chairman's capacity) shall have a voice on all administrative boards, but his right to vote shall be limited to such board or boards on which he may hold membership. The pastor(s) of the congregation shall be an advisory member(s) of all boards and committees, and may, at his (their) discretion, attend any or all meetings related to congregational activity of any kind.

D. CHURCH COUNCIL (PARISH PLANNING)

The church council shall consist of the pastor(s), the school principal/administrator, the chairman, the chairman elect, the secretary, the financial secretary, the chairman of the administrative boards listed in Section B of this article, and the treasurer. They shall hold a position on the church council by virtue of their call or election by the voting members of the congregation so long as their term of office continues, or, in the case of the treasurer, by virtue of his/her appointment by the Church Council.

E. RIGHTS AND POWERS OF THE CONGREGATION

This congregation, subject to the limiting provisions and regulations of this constitution and its bylaws, shall have supreme power in the administration of its affairs. No duly elected officers of this congregation shall have any power or authority beyond that conferred upon them by the congregation acting through its voting membership. Each administrative board, along with the church council, shall be responsible for the performance of such duties as the voting membership may delegate to them by special resolution. Such specially delegated rights and powers, both of officers and administrative boards, shall be subject to revision or complete withdrawal by the voting membership at its discretion.

ARTICLE VI: The Offices of Pastor and Teacher

- A. Only such candidates shall be elected and called to serve as pastor(s), or as called teachers, who profess acceptance of and pledge faithful adherence to the confessions of this congregation as set forth in Article II of this constitution and have been declared eligible by the Missouri Synod. The pastoral office is limited to males only.
- B. Contract Teachers shall be hired by the Board of Christian Education and shall be pledged to the Confessions of the Lutheran Church.
- C. In the absence of adequate cause for dismissal, as defined in Article VII of this constitution, the tenure of office of a called pastor or called teacher shall be the remainder of his active life, or until the Lord calls him into another field of service.

ARTICLE VII: Removal from Office

A. PROVISIONS PERTAINING TO CHURCH OFFICERS AND DIRECTORS

Any officer or director of the congregation who willfully neglects the duties of his/her office may be deposed by a two-thirds ($\frac{2}{3}$) majority vote of the voting members present in any meeting of the Voters' Assembly. The Board of Elders shall initiate such disciplinary action. When an office is made vacant by deposition, resignation, death, or excommunication of the incumbent, a successor to such officer shall be elected by the voting membership at the next meeting; or, with the consent of the voting membership, the

candidate having received the closest number of votes to the incumbent at the preceding election shall be asked to complete the unexpired term.

- B. PROVISIONS PERTAINING TO PASTOR(S), TEACHERS AND CALLED SERVANTS**
Sufficient grounds for deposing a pastor shall be persistent adherence to false doctrine, scandalous life and willful neglect of official duties or evident and protracted incapacity to perform the function of the sacred office. Charges on any of these counts shall be carefully investigated by the Board of Elders. In the case of a teacher, the Board of Elders will investigate in concert with the Board of Christian Education. Any charges shall be presented in writing to the accused and to the Board of Elders. No charge against a pastor, teacher, or called staff member shall be received except on the evidence of two or three witnesses (I Timothy 5:19). Charges on any of these counts shall be carefully investigated by clear evidence. If charges are 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 above mentioned Board(s) shall, after consultation with the appropriate officers of the North Wisconsin District, notify the voting membership of the situation, and shall submit the manner for action at a special meeting of that body. A three-fourths ($\frac{3}{4}$) majority vote of the voting members present shall be required to depose a called worker.

Should the occasion to depose a called worker arise, the intended deposition shall be announced by the chairman of the elders at regular divine services on the two (2) Sundays preceding a special meeting of the voting members called for that purpose. All voting members shall be notified by mail at least two (2) weeks in advance of the special meeting. The accused shall have the right to be present and to be heard when such charges are being considered. The President of the North Wisconsin District of the Synod shall be notified at least two weeks in advance of such a meeting. He or his representative shall be invited to offer counsel at this meeting.

ARTICLE VIII: Societies

Societies may be organized within the congregation only with the expressed approval of the voting membership and all such societies shall be under the supervision of the pastor(s) and the appropriate administrative board under whose jurisdiction they function. Only communicant members of this congregation shall be officers of such societies or groups. Any decisions, enactment or performance of or by societies or groups shall be invalid if they conflict with this constitution and its bylaws. The pastor(s) by virtue of his (their) office, shall be the advisor for such societies or groups within the congregation.

ARTICLE IX: Property Rights

All rights to the property of the congregation are vested in the congregation.

If at any time a separation should take place within this congregation, the advice of the officers of district and synod shall be sought. If despite all efforts to compose differences in peace and love a division into factions 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 II and III of this constitution.

ARTICLE X: Validity of Resolutions

Matters of doctrine and conscience shall be decided by the Word of God; other matters shall be decided by the Voters' Assembly by a majority vote unless otherwise specified by the constitution or bylaws.

All congregational matters shall be decided by a simple majority vote of the qualified voting members present at a properly convened meeting of the voting membership, except as otherwise provided in this constitution and its bylaws as specifically mentioned and defined.

ARTICLE XI: Doctrinal Literature

Only such hymns, prayers, and liturgies shall be used in the services of the congregation and in all ministerial acts as conform to the confessional standard of Article II. Likewise, in all classes for instruction in Christian doctrine, only such books shall be used as conform to this standard.

ARTICLE XII: Bylaws

The congregation shall adopt such bylaws as may be required for the accomplishment of its purpose.

The Voters' Assembly shall establish a Cemetery Association and an Endowment Fund Committee. The constitution of this congregation shall be the constitution of these groups. The Voters' Assembly shall draw up separate by-laws for these groups.

ARTICLE XIII: Amendments

- A. This constitution may be changed or amended, with the exception of Article II, by a two-thirds (2/3) majority of the votes cast in a regular meeting of the voting membership. The intention to amend the constitution shall be presented in writing and shall be read to the congregation assembled for worship on two (2) different Sundays prior to the date upon which the amendment is presented to the voters assembly for action. Any amendment to this constitution or its bylaws shall, in accordance with Article II of the Bylaws of the Synod, be submitted to the District for review by the District's constitution committee to ascertain that the provisions are in harmony with Holy Scripture, the Confessions, and the teachings and practices of Synod.
- B. Article II is irrevocable and irrepealable.

ST. PAUL CONSTITUTION BYLAWS

ARTICLE I: Membership

The membership of this congregation shall consist of baptized members, communicant members, and voting members as follows:

A. BAPTIZED MEMBERSHIP

1. By baptism: Persons received by the Sacrament of Baptism in this congregation become baptized members.
2. By transfer or letter of reference: Unconfirmed baptized members of families received by transfer or affirmation of faith may also become baptized members.

B. COMMUNICANT MEMBERSHIP

1. Application for membership – procedure
 - a) Applicants for communicant membership in this congregation shall consult the pastor who shall determine whether such applicants are eligible for membership in accordance with Article IV of the Constitution. Applicants not familiar with the doctrines and confession of the Lutheran Church shall be required to attend a course of instruction, and to make profession of their faith either before the congregation or at the pastor's discretion, before witnesses who are members of the Board of Elders, before being received as members. No person who is unbaptized may be considered a communicant member until he is baptized.
 - b) Applicants from other Evangelical Lutheran churches in church fellowship shall submit a letter of transfer from their former congregation to establish their eligibility for membership. In the case of applicants whose previous membership in a Lutheran congregation has lapsed, the pastor may, with the consent of the Board of Elders, arrange for a period of re-instruction prior to re-affirmation of faith for such applicant.
 - c) After applicants have given satisfactory evidence of their eligibility in accordance with the two preceding paragraphs, their admission as communicant members shall be recommended by the pastor to the Board of Elders, which shall have authority to act on such application in behalf of the voting membership. The roster of new members shall be publicized in the various news media of the congregation.
2. Privileges and duties of communicant members
It shall be the privilege and duty of members of this congregation to:
 - a) grow in the Christian faith and life through faithful use of the means of grace, searching the Scriptures at home and in fellowship with other members of the congregation and its agencies, and partaking of the Lord's Supper frequently;
 - b) live a morally decent life before God and men, abstaining from open works of the flesh (Galatians 5:18-21), and so conducting themselves at all times as to bring credit rather than blame upon the Church of Jesus Christ; provide for the proper Christian training of their children by instruction at home and through the agencies of the church;
 - c) contribute toward the maintenance of the congregation and the extension of the Kingdom of God at home and abroad to the limit of their financial ability. Place their God-given talents, abilities and spiritual gifts to use so that the purposes and function of the congregation may be effectively implemented.

C. VOTING MEMBERSHIP

1. Eligibility

Any communicant member of this congregation who is eighteen (18) years of age or over, male or female, shall be eligible to become a voting member. Requests to become a voting member shall be made at any voters' meeting of the congregation. Upon affirmation by the applicant of his/her intention to fulfill such duties as are required of a voting member to the best of ability, he/she shall be accepted as a voting member with all the rights and privileges pertaining thereto.

2. Privileges and duties of voting members

It shall be the privilege and duty of a voting member of this congregation to:

- a) conscientiously and prayerfully exercise his/her right of suffrage in all measures that will advance the work of Christ's Kingdom, both locally and in the church-at-large;
- b) willingly serve in any office or capacity for which his/her talents and abilities equip him/her;
- c) faithfully attend all meetings of the voting membership;
- d) assist with wholehearted diligence in administering the temporal and spiritual affairs of the congregation;
- e) encourage, by personal example, friendly interest, and judicious counsel such eligible communicant members who are not yet voting members to consider seriously accepting the responsibilities and privileges of voting membership.

ARTICLE II: Discipline In The Congregation

All discipline in this congregation shall be administered in accordance with the order of discipline laid down in Matthew 18:15-20, I Corinthians 5:1-5, and other related New Testament passages. The following procedure shall be followed under the direction of the pastor(s) and the Board of Elders:

A. COMMUNICANT MEMBERSHIP - Termination

1. Transfers

A member desiring transfer to another Lutheran congregation shall apply to the pastor. Upon approval by the pastor and Board of Elders, a letter of release or transfer shall be issued by the pastor. The Board of Elders shall report all transfers and releases to the congregation via church publications and/or to the Voters' Assembly at the next meeting of that body.

2. Joining other churches

In cases where communicant members of this congregation have joined a non-Lutheran congregation, they shall, upon the decision of the pastor and the Board of Elders, be deemed to have terminated their membership in this congregation, forfeiting all rights and privileges of such membership. Their name shall be removed from the membership list of the congregation.

3. Whereabouts unknown

The names of members whose whereabouts are unknown and cannot be established within a period of one (1) year shall be removed from the membership list of the congregation and placed in a file designated, "Whereabouts Unknown." Such membership is terminated and shall be reported as such to the next regular meeting of the Voters' Assembly. This file will be kept open and efforts will be made through the Board of Elders and/or the Board of Evangelism to make contact with these former members.

4. Excommunication and self-exclusion

When a member of St. Paul Evangelical Lutheran Church has not communed for some time (approximately three months), he or she will receive a visit from a Board of Elders member and shall be admonished and encouraged. If such a member continues non-communication, he or she shall receive another visit by at least two (2) members of the congregation, one of the Elders and the pastor or some other concerned member of the congregation. Additional admonition and encouragement shall be given. If after the second visit, such a member still is not communing and attending the worship services of the church, he or she shall be evangelically admonished more firmly and told that if such neglect continued it shall be interpreted as impenitence, lack of faith in Jesus Christ, and indifference to church membership, privileges, and responsibilities.

If the member has not responded to Christian admonition as outlined above, his/her name shall be transferred from the membership list to the mission file of the congregation, or turned over to the Board of Evangelism. The individual shall be notified of such action by certified mail and shall be declared to have excluded himself from this Christian congregation.

Such self-exclusion releases the individual from all responsibilities to this congregation, but it also excludes the member from the privileges of church membership, such as Christian burial, Holy Communion, transfer to a sister congregation, and of any claim against the properties of this congregation. **SUCH A PERSON, HOWEVER, WILL AT ALL TIMES BE CORDIALLY WELCOMED TO ATTEND ALL DIVINE SERVICES IN OUR CHURCH.**

Only such a person may be excommunicated who:

1. can be held responsible for his actions;
2. calls himself a Christian;
3. is a communicant member;
4. is known to have committed a mortal sin; that is, a sin by which man falls from grace or ceases to be a believer or has been convicted of denying a fundamental truth necessary to salvation (for example: the deity of Christ, vicarious atonement, resurrection of the dead, etc.) and in spite of all admonition, persists in his sin or doctrinal error and thus shows himself to be an incorrigible sinner and unbeliever and
5. has by the congregation through the Voters' Assembly been unanimously declared to be one who deserves to be excommunicated.

A person who has been removed from membership for whatever reason shall be restored with all rights and privileges when he/she repents and requests forgiveness through the pastor and the Board of Elders.

ARTICLE III: Meetings of the Congregation

A. **REGULAR MEETINGS**

Regular meetings of the voting membership shall be held at least four (4) times during each calendar year. Dates and times of all such voters' meetings shall be set by the Church Council.

All communicant members of the congregation may attend the meetings of the Voters' Assembly and may, with consent of the voting membership, submit recommendations or participate in a discussion of any given item of business before the Voters' Assembly.

Every meeting of the Voters' Assembly shall be announced at the worship services on the Sunday preceding the date of the meeting. The regular meeting dates of the

Voters' Assembly will also be published in the church calendar.

B. SPECIAL MEETINGS

Special meetings of the Voters' Assembly may be called by the Board of Elders, the congregation chairman, the pastor, at the request of any one of the administrative boards or at the request of thirty (30) voting members of the congregation. Special meetings of the Voters' Assembly and their purpose shall be announced on one or more Sundays before the worship services or by a newsletter to the membership.

C. ORDER OF BUSINESS AT REGULAR MEETINGS

Regular meetings of the Voters' Assembly shall proceed as follows:

1. Scripture reading and prayer
2. minutes of previous meetings, including special meetings
3. acceptance of new members/transfers/releases/affirmation of new voting members
4. elections
5. treasurer(s) reports
6. reports from committees of the Voters' Assembly
7. reports of administrative boards
8. state of the parish report by pastor(s)
9. unfinished business
10. new business
11. adjournment
12. prayer and/or benediction

The congregation chairman may, with the consent of the Voters' Assembly, vary the above order in the interest of efficiency. In general, for purpose of order, Robert's Rules of Order, Newly Revised, Latest Edition shall prevail.

D. RESTRICTION PERTAINING TO VOTERS' ASSEMBLY MEETINGS

Attending voting members of a properly called Voters' Assembly shall constitute a quorum, except as otherwise provided in this Constitution and Bylaws for dealing with certain specific situations herein defined. In the event of a tie vote, the presiding chairman shall cast the deciding ballot. It shall be the privilege of every voting member to attend meetings of the Voters' assembly. By failure to attend any meeting, a member forfeits his right to vote at that meeting.

ARTICLE IV: The Office of the Pastor

A. PROCEDURE FOR SECURING A PASTOR

After consultation by the Board of Elders with the president of the North Wisconsin District or his representative, candidates for the pastorate shall be proposed at the next regular meeting of the Voters' Assembly or at a special meeting called for that purpose. Additional candidates may be proposed by any voting member at the meeting called to discuss the candidates. The Voters' Assembly shall then adopt a list of candidates. At that meeting or a subsequent regular or special meeting of the Voters' Assembly, the voters shall elect one of the proposed candidates by ballot and simple majority. It shall be the duty of the congregational chairman to see that notice of his election is delivered promptly to the candidate in whatever manner the Voters' Assembly shall deem advisable.

B. PROCEDURE FOR SECURING A CALLED TEACHER

The Board of Christian Education, after consulting with officials of the North Wisconsin District, shall present at a regular or special meeting of the Voters' Assembly a list of

candidates for the office of teacher. Any voting member of the congregation may also propose names for consideration. The voters, after adopting the list of candidates, may at that meeting or a subsequent meeting elect one of the candidates by ballot and simple majority. The congregational chairman shall be responsible for notifying the candidate of the call.

A. THE PASTORAL OFFICE

The pastoral office is the authority conferred upon pastors by God, through a call of the congregation (the holder of the priesthood and of all congregational authority) to exercise in public office the common rights of spiritual priesthood in behalf of all. The pastoral office is the primary office in the congregation, from which all other offices of the congregation issue. However, the congregation may establish as many auxiliary offices as its needs require and determine what work is to be assigned to such offices.

Upon being installed, the pastor is authorized and obligated to proclaim to the congregation, jointly and severally, the Word of God in its full truth and purity as contained in the canonical writings of the Old and New Testaments and professed in the Book of Concord of the year 1580.

He is further:

- to administer the sacraments in accordance with their divine institution;
- to discharge toward all members of the congregation the functions of a minister and curate of their souls in an evangelical manner, in particular to visit the sick and the dying and admonish indifferent and erring members;
- to spiritually guard the welfare of the younger members of the congregation and adults during their preparation for acceptance of Holy Communion;
- to guide the congregation in applying the divinely ordained discipline of the church;
- to provide spiritual leadership and oversight in the educational agencies and the various adult and youth organizations within the congregation;
- to serve as an example of Christian conduct;
- to do all that is possible for the upbuilding of the congregation and for the advancement of the Kingdom of Christ.

By reason of his position, the pastor is not only a servant and steward of God, but also of the congregation.

The pastor shall have the authority and responsibility for supervising all aspects of the worship services, including the musical portions, in conjunction with the Board of Elders, so that it is at all times in harmony with the doctrine and practice of the Lutheran Church-Missouri Synod.

Members of the congregation are obligated to accord the pastor honor, love, and obedience in his ministry of God's Word and to support his ministries with diligence and faithful prayers; to help him in the discharge of his duties by cordial one-mindedness, by willing readiness, by peaceable conduct, and in every other way possible; and to provide for his maintenance according to the ability of the congregation.

In calling a pastor to preach the Word of God and to administer the sacraments on their behalf, the members of the congregation exercise their royal priesthood and by no means relinquish it. This is the privilege and responsibility of all members of the church.

ARTICLE V: Election of Officers and Administrative Boards

A. NOMINATION PROCEDURE

At the July meeting of the Voters' Assembly, the Church Council shall announce its selection of six (6) qualified persons from among the voters who, together with the pastor, shall serve as the nominating committee.

At this meeting the voters may submit to the nominating committee names of possible candidates for office.

The nominating committee, as soon after the July meeting as possible, shall prepare a list of candidates drawn from among eligible voting members of the congregation who are eighteen (18) years of age or over, either male or female and from the list submitted by the voters at the July meeting. This list shall then be made available via church publications to the members of the congregation and shall be presented at the October Voters' Assembly. Only male candidates shall be eligible for membership on the Board of Elders, Chairman, and Chairman-Elect.

Following the presentation of the proposed candidates, any voting member of the congregation may submit to the committee additional names for inclusion on the list and such names shall be placed in nomination by inclusion on the list, along with the candidates already chosen, provided that these proposed candidates are not being disciplined under Article II of the Bylaws and are eligible for office and willing to serve.

The nominating committee, at least one (1) week before the date of the January Voters' Assembly, shall publish in the church newsletter and/or Sunday bulletin the list of candidates which will be presented as the ballot from which members will be elected to fill the offices and boards as required.

B. ELECTION PROCEDURE

From the list of candidates for each elective office submitted by the nominating committee, the Voters' Assembly shall in January elect by ballot and simple majority the officers and board members to the number required to complete the membership of each administrative board and office.

C. INSTALLATION OF OFFICERS - Term of Office

The newly elected officers and board members of the congregation shall be installed on the Sunday following the January Annual Voters' Assembly and shall assume their duties of office upon installation thereof.

The term of office is as follows:

1. Chairman: two (2) years, following two (2) years as Chairman-elect;
2. Chairman-elect: two (2) years, followed by two (2) years as Chairman;
3. Secretary: three (3) years, one (1) re-election;
4. Financial Secretary: three (3) years, may be re-elected as long as willing to have name on ballot;
5. Administrative Boards: three (3) years, one (1) re-election. Approximately one-third (1/3) of the individual membership of each board shall be elected annually.

D. The Church Council shall have the authority to establish the position of Treasurer and establish policies and procedures regarding such a position.

**ARTICLE VI: Duties of Officers, Functions, Powers,
Organization of Administrative Boards
and the Church Council**

A. DUTIES OF THE OFFICERS

Chairman – The chairman shall:

1. preside at all meetings of the Voters' Assembly and the Church Council. It is his responsibility to see that all meetings are conducted in an orderly and Christian manner;
2. to the best of his ability, enforce the Constitution and Bylaws of the congregation in a neutral manner and carry out the expressed will of the congregation embodied in the resolutions of the voting membership;
3. with the approval of the Church Council, prepare and present the agenda for meetings of the voters;
4. have the privilege of attending any board or committee meeting in an advisory capacity;
5. be provided with the minutes of all boards;
6. appoint a Financial Review Committee, consisting of any three (3) qualified communicant members of the congregation other than the treasurer, financial secretary, or school administrator to review the following financial records of the congregation:
 - a) treasurer
 - b) financial secretary
 - c) principal/administrator
 - d) any other accounts authorized by the Voters' Assembly
7. keep the congregation aware of plans and activities and co-ordinate such functions for the total furtherance of Christ's Kingdom in our midst.

All boards, committees, auxiliaries, groups, etc. in the congregation shall be responsible to the chairman of the congregation.

Chairman – elect

The chairman-elect of the congregation, in the absence of or by the request of the chairman, shall act for and in the stead of the chairman. He shall be available for whatever duties the chairman shall assign to him as his representative. He shall serve as a member of the Church Council.

Secretary – the secretary shall:

1. keep a permanent, accurate record of the proceedings of the Voters' Assembly and of all Church Council proceedings;
2. provide a copy of the minutes of the meetings of the Voters' Assembly for inclusion in the church newsletter;
3. keep an inventory of all church documents, etc. of historical value and record where such documents are kept;
4. provide the chairman of the nominating committee with an eligibility listing of congregational members and a list of the incumbent officers and appointed committee members;
5. conduct all correspondence of the congregation as may be required by the Voters' Assembly, chairman, or pastor;
6. serve as a voting member of the Church Council.

Financial Secretary - the financial secretary shall:

1. be responsible for the accurate counting, recording, and deposit of all receipts for the congregation in a local financial institution or institutions and to that end, enlist a staff of recording secretaries to record all contributions by members for whatever purpose and notify the Board of Stewardship and the pastor concerning contributions by non-members; and a finance committee to count the Sunday and other receipts;
 - a. provide recording secretaries and finance committee with specific guidelines concerning their duties;
 - b. set up the procedures of the recording secretaries and finance committee in such a way, that when monies of the congregation are counted, recorded or carried to and from vaults, two (2) or more committee members be present.
2. be responsible for expediting the safe deposit and keeping of all funds;
3. present a written, duplicated financial report to the Voters' Assembly and a preliminary report at the Church Council meetings;
4. prepare a written annual report following the annual review by the Financial Review Committee;
5. furnish the congregational treasurer with a duplicate slip for all deposits;
6. furnish the Memorial Committee chairperson with the names of persons in whose memory memorial funds have been received, together with the names of designated beneficiaries plus amounts of money allotted to each;
7. furnish the congregation a surety bond in the sum designated by the Voters' Assembly and such bond shall be procured and the premiums paid by the congregation;
8. (Deleted);
9. attend District financial accounting workshops when they are offered, as often as possible; and
10. serve as a voting member of the Church Council
11. serve as a voting member of the Budget Committee.

Treasurer - the treasurer shall:

1. be responsible for accurate recording of congregational receipts and disbursements and budgeted and actual expenditures according to proper accounting procedures and, as deemed advisable, suggest for congregational consideration improved methods and systems for keeping financial records; present a written, duplicated financial report to the Voter' Assembly and a preliminary report at the Church Council meetings;
2. prepare a written annual report following the annual financial review by the Financial Review Committee;
3. be responsible for prompt payment of salaries, bills and other financial commitments authorized by the congregation and approved, as necessary, by the chairmen of the various boards and for signing the checks (along with a second signature of an elected officer);
4. coordinate the flow of monies from the treasury to the various boards in such a way that an adequate balance is retained for the payment of salaries and other regularly recurring expenses;
5. furnish the congregation a surety bond in the amount set by the congregation and such bond shall be procured and the premium paid by the congregation;
6. receive from the Financial Secretary a duplicate deposit slip of all monies deposited from worship services, special offerings or any other source, including those specified for missions or memorials and duly record same;

7. work out with salaried and hourly workers total compensation into salary and fringe benefits per the various plans approved by the congregation;
8. have available for all boards a current record of their accrued disbursements and budget allotment;
9. attend District financial accounting workshops when they are offered, as often as possible; and
10. serve as a voting member of the Budget Committee and the Church Council.
11. remit monthly the designated mission offerings to the North Wisconsin District Treasurer for Missions;
12. record and dispense all non-budget mission offerings as they are received;
13. dispense special funds by the direction of the Voters' Assembly;
14. record total of memorial funds received, dispense non-designated funds by authorization of the memorial committee, and dispense any designated memorials accordingly.

B. THE CHURCH COUNCIL

The Church Council shall consist of the pastor(s), the school principal/administrator, the chairman and chairman-elect of the congregation, the secretary, the financial secretary, the chairman of each administrative board or their representative, the treasurer; and the chairman of the Budget Committee, as an advisory member; all of whom shall hold membership on the Church Council until their term of office expires, or, in the case of the treasurer, until his/her appointment ends. It shall be the specific function of the Church Council to:

1. serve as the point of liaison between the pastor, the officers of the congregation and the various administrative boards in planning the total work of the congregation;
2. settle jurisdictional disputes between the several administrative boards;
3. present to the Voters' Assembly in October, a yearly plan of activity for the entire congregation as well as long-range plans for the development and expansion of Christ's work in our midst;
4. set the date and time for quarterly Voters' Assembly;
5. appoint the nominating committee as required and at the time required;
6. expedite the filling of unexpired terms or shortages of personnel by the various boards;
7. approve and/or amend the agenda for meetings of the Voters' Assembly as prepared by the congregation chairman;
8. in the event of an emergency, e.g. loss of pastor by death or severe illness, the congregation chairman shall promptly call a meeting of the Church Council to initiate any necessary action;
9. to keep a permanent set of minutes for each meeting; such minutes shall be recorded by the secretary and be the property of the congregation; and
10. carry out necessary business between the quarterly Voters' Assembly as empowered by the voters.

The Church Council serves as a forum where the activities of the administrative boards may be discussed, evaluated, and coordinated, and where all such activities may be integrated into an overall congregational program. The Church Council shall be available at all times for any additional functions which the voting membership may wish to confer upon it.

The Church Council shall meet every month; its meeting is to be prior to the date of the quarterly Voters' Assembly.

C. ADMINISTRATIVE BOARDS

1. General Duties and Powers of Administrative Boards:

Each administrative board shall submit a report of its activities at each regular Voters' Assembly and on such other occasions as the voters shall require. Such reports shall include specific recommendations (if any) for congregational action and/or approval.

Each administrative board shall initiate and carry out such activities and programs within the congregation as will enable it to effectively perform the functions and duties assigned to it by the Constitution and Bylaws or by specific resolution of the Voters' Assembly.

Each administrative board shall be empowered to administer all funds set aside for its work by budget appropriation or by special resolution of the Voters' Assembly, provided that the Voters' Assembly may at its discretion restrict such expenditures to conform with the actual financial condition of the congregation at any given time. Each administrative board shall keep a permanent set of minutes for each meeting and such minutes shall be the property of the congregation. A copy of the minutes of each board shall be sent to the congregation chairman.

2. Organization and Meetings of Administrative Boards:

Each administrative board shall, at their first meeting following the annual Voters' Assembly, elect from their midst a chairman. The chairman will then appoint board members who will be responsible for various phases of the work of that board to which they were elected. Each board chairman shall notify the congregation chairman of such appointments.

The time and frequency of board meetings shall be determined by each board, except that, for good and sufficient reason, either the congregation chairman or the pastor may call a meeting of the board at any time. Meetings thus called shall be classified as special meetings, and each person involved shall be notified of the date, time, and purpose of such a meeting.

Board of Elders (Lay Ministry)

The nature of the duties of this board requires that only men noted for their Christian knowledge, zeal and experience in the spiritual work of the Kingdom of Christ shall be elected to membership. The Board of Elders shall consist of at least four (4) members.

The basic objectives of this ministry are the spiritual welfare of the pastor(s) and congregation members, individually and corporately, and the supervision of everything pertaining to congregational worship.

That the objectives of this ministry may be carried out, the following specific responsibilities are assigned to the Elders. The Elders shall:

1. pray for the pastor(s), other spiritual leaders and all members of the congregation;
2. encourage the pastor in his work by word and action;
3. be concerned about the spiritual, emotional and physical health and welfare of the pastor(s) and his family, make recommendations to voting members to insure adequate compensation, housing, free time and vacation, assist in times of illness and professional growth, and to that end specifically review these terms once a year;
4. assist the pastor(s) in counseling with difficult cases and in finding peaceful and God-pleasing solutions to personal problems within the congregation;

5. exercise leadership in gathering call lists and calling a new pastor when a vacancy occurs;
6. maintain discipline within the congregation according to Scripture, the Lutheran Confessions and Article IV of the Constitution and Article II of the Bylaws of this congregation and exercise discipline when required;
7. take spiritual charge and oversight of the geographical or family groupings assigned to them in co-operation with the pastor and other concerned ministries of the congregation;
8. insure that the congregation function in accordance with the established doctrine of the church as listed in Article II of the Constitution;
9. determine eligibility and grant approval for membership of all individuals and families applying for membership in this congregation;
10. see to prompt transfer of all members who move away and of new Lutheran families moving into the community;
11. engage in continual review of communion and church attendance of all members, make calls on delinquents, follow-up on all newborn children in the congregation until they are baptized;
12. train and supervise a visitation committee and engage in visitation of sick, hospitalized, aged, and shut-ins in the congregation continually;
13. investigate cases of severe financial need within the congregation and make specific recommendations and referrals to the pastor and the ministry of stewardship;
14. be concerned about and supervise thorough instruction of youth and adults for confirmation and church membership in accordance with the policies and aims of the Board of Christian Education;
15. be responsible for a friendly personal welcome of visitors at worship and for orientation and integration of new members in conjunction with the ministry of evangelism;
16. be present for periodic training as determined by the pastor and this board;
17. encourage and supervise spiritually the total work of auxiliary groups, such as Lutheran Women's Missionary League, Lutheran Laymen's League, Ladies' Aid, etc.;
18. submit an annual budget request in the form and at the time requested by the Budget Committee; and
19. attend all Voters' Assembly, special meetings and Elders' meetings.
20. Furthermore, for the worship of the congregation, the Elders shall:
 - a. Assist the pastor with communion distribution, baptisms, reading of Scripture, preaching, etc., as required;
 - b. provide substitute pastor(s) and guest speakers as needed;
 - c. set the time, schedule, and number of communion services in conjunction with the pastor and the Voters' Assembly;
 - d. plan and publicize the services for the year;
 - e. arrange and publicize special services as required;
 - f. make preparations for services in the grove when necessary;
 - g. approve or disapprove new forms of worship liturgies and hymns for use in public worship;
 - h. receive offerings and secure them after each service;
 - i. schedule and assist with church cleaning each Spring;
 - j. supervise with the pastor the music programs of the congregation;

- k. supervise the budgeted allotment for the selections and procurement of appropriate music, and also supervise choirs and other related matters in conjunction with the director of music;
- l. supervise the Altar Guild in the care, use and maintenance of the sacred vessels, the altar, the altar furnishings, vestments, and other expendable items;
- m. supervise the ushering staff;
- n. maintain and supervise adequate nursery facilities and personnel; and
- o. be responsible for operation of the communications systems in the church and grove.

Board of Evangelism

The Board of Evangelism shall consist of at least four (4) members.

The basic objectives of the board are the bringing of the Gospel to the unchurched, the enlistment of all of God's people in the work of spreading of the Gospel, the deepening of the faith and activity of the members of this congregation, and proper soul-accounting at all times.

That the objectives of this board may be carried out, the following specific responsibilities are assigned to the Board of Evangelism. The board shall:

- 1. share with the pastor(s) the entire program of proclaiming the Gospel to all men;
- 2. encourage prayer in church and homes for sincere evangelistic concern toward all people inside and outside the church;
- 3. foster a climate of evangelism that encourages congregation members informally and spontaneously to share Christ with one another, the backsliding, and the unsaved;
- 4. promote and direct congregation-wide evangelism undertakings;
- 5. emphasize, in conjunction with the Board of Christian Education, child and youth evangelism, both in participation and outreach;
- 6. canvass the congregation's area of responsibility and effectively record, study and utilize the results in bringing the lost and straying into the Christian church;
- 7. be responsible for maintenance and follow-up of a prospect and visitor file;
- 8. conduct special visitations before organization of pastor's adult instruction classes for the purposes of witnessing for Christ and inviting prospective members to attend;
- 9. be genuinely concerned for those moving into the community. Use any and all means available for maintaining such contacts;
- 10. be concerned for the orientation and fellowship of new members into the congregation and review their progress after six to twelve months;
- 11. be conscious of the atmosphere of friendliness in the congregation toward new members and visitors and suggest ways and means of improvement;
- 12. study and adopt or adapt suggestions by the evangelism departments of Synod, District, and Circuit;
- 13. engage at least once yearly in self-study of methods, progress and the like of the board's work; and
- 14. submit an annual budget request in the form and at the time requested by the Budget Committee.

Board of Christian Education

The Board of Christian Education shall consist of at least five (5) members or more as decided by the Voters' Assembly.

The basic objectives of this board are to plan, direct, and supervise the total educational program of the school with the school administrator/principal according to procedures set forth in the Board of Christian Education Handbook.

Board members, because of love for their God and interest and commitment to Christian Education, are students of God's Word and regularly participate in the adult education programs of the congregation, giving leadership wherever possible.

That the objectives of this board may be carried out, the following responsibilities shall be assigned to the Board of Christian Education. The board shall:

1. establish objectives and set policies for the total educational program of the day school;
2. make systematic school building surveys and necessary maintenance and safety recommendations;
3. submit regular reports to Voters' Assembly and Church Council;
4. approve curriculum and analyze performance of each educational agency, seeking constant improvement;
5. maintain a salary policy or schedule and review it on an annual basis;
6. work with organizations and other committees to co-ordinate educational activities within congregation;
7. maintain a "people accounting system" to record member's participation in the Christian Education programs;
8. supervise the conduct of professional teachers of the staff of the congregation;
9. be concerned about the spiritual, emotional, and physical health and welfare of the professional educational staff and their families;
10. provide one advisory member for the Youth Board from the Board of Christian Education;
11. assist the school administrator/principal in carrying out his tasks as outlined in the Board of Christian Education Handbook;
12. establish a system of commendation for recognition of faithful service by all persons involved in the education task of the congregation;
13. consider provision of special educational opportunities for mentally retarded and other handicapped persons;
14. maintain a continuing program for the recruitment of full-time workers in the church;
15. maintain a program as to the time in which teachers are to meet certification requirements and apply for state teaching certification; and
16. submit an annual budget request in the form and at the time requested by the Budget Committee.

Board of Youth Ministry

The Youth Board shall consist of four (4) youth members; these being the president, vice-president, secretary, and treasurer of the S.P.Y.R.T. group and at least five (5) adult members. By virtue of his call, the youth director shall be a member of the Youth Board. At least three (3) members of this board shall be elected by the Voters' Assembly, electing one member each year.

The basic objectives of this board are to assist the youth director in involving the young people of the congregation in the work of Christ's church, provide for their spiritual growth and nurture, and promote genuine Christian fellowship for the young people of the congregation.

That the objectives of this board may be carried out, the following specific responsibilities are assigned to the board. The Youth Board shall:

1. actively promote attendance and involvement of the congregation's youth at all youth activities;
2. provide for the continuing spiritual growth of the young people of the congregation through Bible study, prayer, and Christian service;
3. plan and carry out, together with other concerned boards, a year-round program for the youth of the church;
4. actively engage in the selection and provision of training of leaders for the young people's programs;
5. provide for continual education of young people on topics of current interest to them;
6. plan and observe, together with the pastor, a yearly congregational "Youth of the Church" Sunday;
7. plan a special event to welcome the newly confirmed youth and invite them to join the youth fellowship;
8. provide for counseling for the spiritual, moral, social, and vocational development of young people;
9. welcome and use college students during the summer months for various young people's activities;
10. assist the youth director in providing adequate supervision for the activities of the youth group;
11. make recommendations to the Board of Christian Education concerning the development of the youth program at the junior high level and with their approval implement such programs;
12. submit at the time and in the form required, an annual budget request to the Budget Committee;
13. seek ways to involve the youth and young adults in all phases of the congregational programs; and
14. for administrative purposes and program development, supervise the work of all youth and young adult groups in the congregation.

Board of Stewardship

The Board of Stewardship shall consist of at least four (4) members.

The basic objectives of this board are to initiate programs for the development of good Biblically oriented stewardship attitudes in the members of the congregation in regard to time, talents, and treasures. Also to provide for the training and utilization of the financial stability of the congregation, a developed program to encourage joy-filled, proportionate, Christ-centered, first fruits giving.

That the objectives of this ministry may be carried out, the following specific responsibilities are assigned to this Board. The Stewardship Board shall:

1. study the Scriptural principles regarding the total stewardship calling of the Christian-- as a member of his family, as a neighbor and citizen, and as a congregation member-- and share these insights with the congregation members;
2. contact and encourage new members for service to the congregation and endeavor to stir up the talents and spiritual gifts of present members for use in Christ's work;
3. maintain a program to discover and enlist for Kingdom service the talents and spiritual gifts God has given members, old and new, young people and adults;
4. be responsible for maintenance of a congregational talent and spiritual gifts file at all times, and provide for the immediate recording of the talents and spiritual gifts of incoming members;

5. provide opportunities for the development of talents (training courses, workshops, and the like);
6. conduct an intensive program annually to confront every member personally with basic Biblical stewardship principles and practices;
7. encourage the Gospel-motivated practice of joyous, worshipful, liberal, proportionate, first-fruits giving in response to received blessings;
8. annually give every member an opportunity to make a commitment of his treasure for Kingdom work through the congregation;
9. foster support for missions and charities through an on-going program of mission information and education through educational agencies, committees, organizations, rallies, festivals, films, letters, tracts, appearances of missionaries and the like;
10. evaluate and make recommendations for gifts of love by individuals and the congregation as a whole;
11. review, accept or decline all offers of non-solicited gifts to the congregation; give proper recognition and thanks for gifts accepted; administer the Memorials Committee;
12. evaluate the offerings of the congregation regularly and share these evaluations with the members of the congregation;
13. submit an annual budget request in the form and at the time requested by the Budget Committee.

Board of Trustees

The Board of Trustees shall consist of at least five (5) members elected from the voting membership.

The basic objectives of this office are the proper maintenance and repair of all church and school land and buildings and the representation of the congregation in all legal matters.

That the objectives of this board may be carried out, the following specific responsibilities are assigned to the trustees. The Board of Trustees shall:

1. make an annual inspection of church and school land and buildings and recommend to the Voters' Assembly needed repairs, improvements, or replacements;
2. conduct an annual inventory of all church and school land and buildings, including acquisition date and approximate value of each item;
3. carry out all resolutions of the Voters' Assembly on purchases, repairs, replacements of all land and buildings for the church and school;
4. determine and engage, with congregational approval, adequate custodial help; the trustees shall also meet periodically with the custodian(s) to discuss care of the land and buildings, needs and problems in custodial service and the like;
5. prepare for the custodial help, a detailed list of the required daily and weekly, monthly or annual maintenance of the facilities and equipment of the congregation;
6. determine and establish, with the approval of the Voters' Assembly, regulations governing the use of church and school land and buildings;
7. annually check the adequacy of all types of insurance for the church and school land and buildings and negotiate insurance contracts;
8. check all fire extinguishers;
9. check all property twice a year for fire hazards;
10. enlist work crews for special repair, improvement, cleaning, painting, decorating, landscaping, and other projects;
11. arrange for immediate repairs of an urgent nature and all normal repairs and alterations for which budget funds have been allocated;

12. obtain legal information necessary for the wise consideration of contracts, deeds and the like by the congregation for the land and buildings of the church and school;
13. negotiate service contracts for the organ, heating equipment, and the like;
14. make an annual inventory of official documents in safekeeping and enter its completion in the official minutes of the congregation;
15. sign official documents and contracts that have been negotiated and approved by the congregation;
16. set all policies and fees for rental, use, and lending for church and school land and buildings; and
17. submit an annual budget request to the Budget Committee in the form and at the time requested.

Board of Parish Fellowship

The Board of Parish Fellowship shall consist of at least five (5) members.

The basic objectives of this board are the strengthening of the fellowship between congregation members spiritually and socially, the integration of new members into the life of the congregation, and the general up-building of mutual co-operation, trust and enjoyment among the members of the congregation.

That the objectives of this board may be carried out, the following specific responsibilities are assigned to this board. The Parish Fellowship Board shall:

1. co-ordinate through the church office the activities and plans of the Parish Fellowship Board;
2. maintain constant contact with other boards, both suggesting to them ways of furthering the work of the boards through fellowship and drawing from them requests and suggestions for fellowship activities;
3. plan, supervise and implement recurring yearly events which will focus attention on the major aspects of the congregation's work, based on an annual theme established by the Church Council;
4. provide a general atmosphere of friendliness among the members on a smaller scale by suggesting to groups, societies, Bible classes and the like, ways of bringing their members into meaningful personal relationships.
5. provide for the integration of new members and their families into the congregation through periodic fellowship meals, workshops, seminars and the like in conjunction with the Board of Evangelism;
6. review and adopt or adapt materials and ideas from various sources which will bring congregation members into personal contact in groups such as family nights, plays, fund fairs, talent shows and the like;
7. develop policies and rules for the use of the facilities at the functions sponsored by this board in conjunction with the Board of Trustees; and
8. submit an annual budget request in the form and at the time requested by the Budget Committee.

Board of Parish Education

The Board of Parish Education shall consist of at least five elected members from the voting membership of St. Paul. The term will be a three year term. No person may serve more than two consecutive terms. A pastor, the Sunday School Coordinator and the Vacation Bible School Coordinator will serve as advisory members to this Board.

The basic objective of the Board of Parish Education is to oversee all Christian education ministries at St. Paul except for the Christian day school ministry.

That the objectives of this board may be carried out, the following specific responsibilities are assigned to the Board of Parish Education:

1. The Board of Parish Education shall oversee the spiritual feeding of those involved in the Sunday School, Vacation Bible School, Adult Instruction Classes, Special Children of God Classes, Mid-Week Confirmation Classes, Bible Classes and organized study programs of any kind, excluding the Day School and Preschool Ministry.
2. The Board shall provide staffing for the above Parish Education agencies.
3. The Board shall study educational conditions, accounting for every soul connected with these ministries. This includes room condition, class sizes, problems, etc.
4. The Board shall see to it that written records are kept of individuals enrolled in any of the above agencies.
5. The Board shall periodically evaluate the education programs under its responsibility, shall oversee the educational materials used by the agencies under their direction and shall provide for such materials in their budget.
6. The Board shall submit regular reports and recommendations to the congregation's Executive Council and to the Voters' Assembly for external and internal improvement of the above agencies.
7. The Board shall suggest new educational ministries they feel are necessary to help carry out the congregation's purpose and shall encourage increasing participation of every congregational member in Bible study, privately and in formal and informal groups;
8. The Board shall foster efficient and effective relationships between parents and teachers in the various agencies.
9. The Board of Parish Education shall be responsible for the financial accounting of those agencies under their direction and shall propose a budget for those agencies to the congregation's Budget Committee.

ARTICLE VII: Committees

A. STANDING COMMITTEES

The Standing Committees shall be:

1. Financial Review
2. Memorials
3. Nominating
4. Budget
5. Personnel
6. Public Relations
7. Endowment Fund
8. St. Paul Forest

Each committee shall retain a file of the committee's activities for future reference and shall hand same to succeeding chairman.

Financial Review Committee

The congregation chairman shall appoint the Financial Review Committee. This committee shall consist of three (3) members and shall serve one (1) three (3) year term. One member to be appointed each year at the annual meeting.

Prior to the annual meeting of the Voters' Assembly in January, the Financial Review Committee shall review the following financial records of the congregation:

- a. treasurer
- b. financial secretary
- c. principal/administrator
- d. other accounts authorized by the Voters' assembly

The committee shall report its findings in writing to the congregation and shall attest their report by their signature thereon.

Expenses for carrying out the work of the committee shall be submitted to the Budget Committee.

Memorials Committee

The Memorials Committee shall consist of all current voting members of the Church Council. The chairperson of the Board of Stewardship or its designee shall administer the affairs and business of the Memorial Fund and shall be responsible for initiating action as may be required.

It shall be the function of the committee to:

1. select a list of projects for which the non-designated memorial monies will be used, so there will be provided lasting memorials according to the needs within the congregation;
2. determine the cost of such projects;
3. bring such projects to the Voters' Assembly for final approval; and
4. authorize the treasurer to dispense the non-designated memorial funds to the selected projects as monies are available.

Nominating Committee

The Nominating Committee shall consist of six (6) members chosen by the Church Council from among the voters, one of whom shall be designated as the chairman and the pastor who will serve as a member of this committee.

The Nominating Committee shall meet as soon as possible after the July Voters' Assembly and prepare a list of possible candidates from among the eligible voting members of the congregation as obtained from the list provided by the congregation secretary and the names submitted by the voters at the July Voters' Assembly.

This list of proposed candidates shall be made available to all members of the congregation via church publications.

At the October Voters' Assembly, this list shall be presented to the voters. Any voting member may submit to the committee at this meeting additional names for inclusion on this list. The Nominating Committee shall include such names on the ballot provided that these proposed candidates are not being disciplined under Article II of the Bylaws and are eligible for office and willing to serve.

At least one week before the date of the January Voters' Assembly, the Nominating Committee shall publish in the church newsletter and/or Sunday bulletin, the completed list of candidates for the offices and boards required.

The Nominating Committee shall be responsible for the ballots and hand them over to the congregation chairman at the January Voters' Assembly.

Expenses for carrying out the work of the committee shall be submitted to the Budget Committee.

Budget Committee

The Budget Committee shall consist of five members as follows: the financial secretary, the treasurer and three at-large members. The chairman of the congregation shall appoint the three at-large members for a three year term, with no appointed member serving more than two consecutive terms. The chairman of this committee will be selected by the Budget Committee from among its members at its first meeting for that fiscal year. He will serve as chairman for one year. He may serve no more than three years.

Toward the end of the fiscal year, when major decisions are being made, one Pastor, the Principal, one Elder, one Trustee, and one person from the Board of Education will sit as advisory members. The voting members of the Budget Committee will be responsible for giving adequate notice to the advisory members and to the committees and boards involved.

Statement of Purpose:

In order to allow our congregation to serve the Lord for many years to come, the goal of the Budget Committee is to initiate strict monetary practices, thereby enabling St. Paul Evangelical Lutheran Church to balance its budget and maintain financial stability.

That the objective of this committee may be carried out, the following specific responsibilities are assigned to the Budget Committee. It shall be the functions of this committee to:

1. Supervise and maintain the accounting system used by the congregation.
2. Supervise all money handling procedures.
3. Prepare the annual budget of the congregation.
4. Initiate an annual preparation and presentation to the congregation of a God-pleasing work program and, in concert with the Church Council, recommend a budget for adoption by the Voters' Assembly.
5. Take appropriate measures during the year to insure that the approved budget is followed by boards, committees and staff.
6. Prepare long term (five year) budget and goal projections.

Personnel Committee

The Personnel Committee shall consist of seven members as follows: one Elder, one Board of Education member, one Trustee, one financial officer, chairman-elect, and two members-at-large members. The Chairman of the congregation shall appoint the two members-at-large members for a two year term, with no member serving more than two consecutive terms. The Chairman-elect of the congregation shall serve as chairman of this committee.

It shall be the function of the committee to:

1. thoroughly study, in consultation with the respective boards, the lay and professional staff salaries and benefits and also the staff size in order to make recommendations to the Congregation of same. These recommendations should be presented and adopted at the October Voters' Assembly.
2. maintain an equitable salary scale and supervise the administration of the scale throughout the fiscal year in accordance with the congregation mandates.

Public Relations Committee

The Public Relations Committee will consist of three (3) members, appointed by the congregational chairman, to serve a three (3) year term. Each member may serve no more than two (2) consecutive terms. The Public Relations Committee will work under the supervision of the pastor(s).

The Public Relations Committee shall creatively increase our exposure to the surrounding communities by capitalizing on today's media with the goal of drawing people to faith in Christ and to active membership in our congregation. Media sources may include "Shopper" ads, an Internet web page, TV, radio, newspapers, mailings and others.

Expenses for carrying out the work of the committee shall be submitted to the Budget Committee.

Endowment Fund Committee

The Endowment Fund Committee shall consist of seven voting members: six at-large members who shall be elected by the voters at the annual meeting and the chairman-elect of the congregation, who shall serve as chairman of the committee. The Pastor(s) of the congregation and a representative of the faculty shall serve as advisory members.

The voters shall elect two members each year for three year terms. At-large members are eligible for re-election one time. The duties and authority of this committee shall be as stated in Article IX of the By-laws. The committee shall also have the authority to elect the treasurer of the Endowment Fund. The chairman of this committee shall have the power to call meetings of this committee in accordance with Article II. B. 2. of the Endowment Fund Committee By-laws and as needed.

St. Paul Forest Committee

This committee shall consist of at least seven members as follows: one Board of Education member, one Board of Trustees member, one St. Paul teacher, one Parent/Teacher League member, one community/village person (St. Paul member), two at-large members who have an interest in forestry and woodlot management. Additional members may be added as needed by the committee.

The members shall be appointed by the chairman-elect. Members may hold their position until they desire to step down. The committee will appoint the chairperson.

It shall be the function of the committee to:

1. Develop the St. Paul forest for the education of St. Paul students.
2. Be an informational resource for St. Paul members as well as the community at large.
3. Maintain the forest in optimum condition, both for orderly growth and for recreational opportunities for St. Paul members.

The committee is authorized to have a separate bank account with the understanding that monies spent will not be drawn from the regular St. Paul operating budget.

B. OTHER COMMITTEES

There may be such other committees as the Church Council and/or the Voters' Assembly deem necessary to carry on the work of the congregation.

Such special committees shall be terminated when their tasks have been completed.

ARTICLE VIII: Amendments

These Bylaws may be amended at any Voters' Assembly by a simple majority vote of the voting members present, provided:

1. that a motion to submit for consideration such a proposal to amend has been made at a regular Voters' Assembly; and
2. that the entire voting membership has been advised via church publications or

public announcement of the nature of the proposed changes and of the date of the meeting at which the proposed amendment is to be acted upon at least two (2) Sundays in advance.

All amendments to the Bylaws or to the Constitution shall be recorded in the official copy of the Constitution and Bylaws in the possession of the current secretary of the congregation.

ST. PAUL ENDOWMENT FUND COMMITTEE BYLAWS

St. Paul Evangelical Lutheran Church, a member congregation of The Lutheran Church-Missouri Synod, whose current address is 400 East Green Bay Street, Bonduel, Wisconsin, desires to create a fund which shall operate as a revocable fund (hereinafter sometimes referred to as the St. Paul Lutheran Church Endowment Fund, or Fund) to be initially managed by The Lutheran Church-Missouri Synod Foundation, a Missouri corporation, having an office at 1333 South Kirkwood, St. Louis, Missouri (hereinafter sometimes referred to as the "Foundation"). The Foundation is willing to manage the Fund. Therefore, St. Paul Lutheran Church hereby establishes the St. Paul Church Endowment Fund to be maintained and administered as follows:

ARTICLE ONE

The provisions of this Article shall apply to contributions to the St Paul Lutheran Church Endowment Fund:

1. Gifts and contributions from any individual, firm or corporation, in money, securities, or any other form of property, including by way of explanation and not in limitation, direct gifts for the purpose of the Fund, gifts in memory of any deceased person or in appreciation or recognition of any living person, gifts in the form of a devise or bequest under a will or trust instrument, and gifts of proceeds or portions of proceeds of insurance, annuity, or endowment policies or contracts, may be made at any time to the Fund, directly by donors or by action of St. Paul Lutheran Church.
2. Means for acknowledging the receipt of each gift and contribution shall be established and maintained, including, whenever feasible, a designation of the value ascribed to each gift. Gifts and contributions may be made upon special terms or conditions or containing limitations or directions as to the investment or use of the substance of the gift, the use or accumulation of the income (as distinguished from those terms and conditions hereinafter specifically set forth), provided that such are acceptable to St. Paul Lutheran Church. Separate identification and recording shall be made of all transactions with respect to any such special or restricted gift or gifts.

ARTICLE TWO

The provisions of this Article shall apply to the distributions from the St. Paul Lutheran Church Endowment Fund.

1. There shall be an Endowment Fund Committee who shall administer the fund and who shall be responsible to the Church Council and the Voters' Assembly. The Fund created by this agreement shall be a revocable fund. The Fund may be terminated as follows:
 - a. The request for termination shall be presented to the Fund Committee for review.
 - b. Fund Committee shall call a meeting of the voters no sooner than 30 days and no later than 45 days to present the termination resolution. Notice shall be sent to each voter and published three consecutive times in the Sunday bulletin.
 - c. A second voters' meeting for the purpose of taking action on the resolution shall be called no sooner than 20 days or no later than 30 days following first meeting. During this 20-30 day period a written copy of the resolution shall be mailed to each voter. Notice of meeting must also be published three consecutive times in the Sunday bulletin. Termination of the Fund requires a two-thirds majority vote of those present at this meeting and those eligible to vote. If so terminated, all of the assets of the Fund shall be distributed to the General Treasury of St. Paul Lutheran Church.
2. During the continuance of the Fund there shall be distributions of the total net income of the Fund at least annually to St. Paul Lutheran Church, unless St. Paul Lutheran Church designates

in writing that some or all of the income shall be reinvested in the Fund (which designation is revocable and can be altered by written designation by St. Paul Lutheran Church). The total net income shall be spent as follows:

- a. Requests for income monies shall be made no later than two weeks before the Endowment Fund Committee meeting. After this date, no new requests may be considered by the Committee, or the Voters' Assembly.
 - b. The Endowment Fund Committee shall meet no later than one week before the Church Council meeting to consider the requests submitted and report recommendations to the Church Council.
 - c. The Voters' Assembly shall consider the recommendations of the Fund Committee and make the final decisions regarding the money.
3. Distributions to St. Paul Lutheran Church shall be made from the principal assets of the Fund only upon specific request by the Voters' Assembly of St. Paul Lutheran Church. No single specific request shall deplete the principal assets by more than 25%. The principal assets shall not be depleted below \$200,000. A specific request for a distribution from the principal assets of the St. Paul Lutheran Church Endowment Fund shall be evidenced by an instrument in writing duly authenticated as a formal resolution of the Voters' Assembly of St. Paul Lutheran Church. Such request may be satisfied by distributing cash or property or both, it being provided that no liability shall be incurred for any loss or diminishment to the Fund that may result from such distribution.
4. Restrictions. No monies (corpus or net income) shall be given to the General Fund, for operating expenses or maintenance.

ARTICLE THREE

The provisions of this Article shall govern investment and management of the St. Paul Lutheran Church Endowment Fund by the St. Paul Fund Committee.

1. The property constituting the corpus of the Fund shall be invested and reinvested in any kind of property, (whether real or personal, tangible, and/or domestic or foreign), including, but not limited to, securities, real estate, oil, gas, and other natural resources and/or accounts or certificates of banks or other lending institutions, and each investment shall be managed and protected in accordance with the principles herein established. In exercising the authority granted in this Section, the decisions with respect to investments shall be guided by the concept of a prudent investor whose investment purpose includes both income and capital appreciation and shall not otherwise be restricted by any law, rule or custom (i) requiring safety of corpus as a primary consideration, (ii) regarding investment in income producing property, or (iii) requiring diversification of investments. It is further understood that any part or all of the Fund may be invested in obligations of Lutheran Church Extension Fund-Missouri Synod, St. Louis, Missouri, to assist to the extent possible in its activities identified with the North Wisconsin District Program, and that, without limiting or restricting the investment authority herein granted, it is the desire of St. Paul Lutheran Church that 10% of the investment assets be kept so invested. In amplification, but no limitation, of the foregoing, authority is granted:
 - a. To acquire interests in property by purchase, lease, rental or other method; to sell, option, exchange, redeem or convert any property interests; and to rent or lease property of the Fund;
 - b. To exercise all rights and privileges accruing to a holder of securities, including (without limitation) all conversion, subscription, and preemptive rights; to deposit any securities with, delegate discretionary power to, and participate, cooperate and contract with, as a member or otherwise, any protective committee of security holders; and to effectuate any merger, consolidation, dissolution, reorganization or

- financial adjustment of the issuer of any securities and/or any transfer, demise, or encumbrance of any of its properties;
- c. To manage and/or develop any real property owned, leased or otherwise held by the Fund; to erect, repair, remodel, reconstruct, demolish or remove buildings or other improvements on it; to partition or subdivide it; to dedicate all or any or part of it to public or semi-public use, and to grant easement or other charges with respect to it;
 - d. To abandon any property interest deemed worthless or of insignificant value;
 - e. To borrow money from any source, to encumber property of the Fund and to repay any loan due by the Fund;
 - f. To foreclose any mortgage, lien or other encumbrance, and to purchase the encumbered property, whether through foreclosure or private arrangement;
 - g. To establish and maintain, out of income, depreciation, depletion and/or amortization reserves;
 - h. To maintain a portion or all of the property constituting the Fund in liquid or nearly liquid form, even though little or no income is earned thereon;
 - i. To use income or corpus funds (irrespective of their derivation) for any purpose of the Fund and with respect to any property of the Fund (irrespective of the income, if any, it produces), even if such funds are derived from the sale of or income from other property as security.
2. Without limiting the authority otherwise conferred, the additional authority is hereby granted to be exercised as is believed to be in the best interest of the Fund by the St. Paul Endowment Fund Committee.
- a. To accept and receipt for any *inter vivos* testamentary or other transfer of property to the Fund;
 - b. To hold property, and to negotiate and execute documents on behalf of the Fund, in the name of the Fund or in the name of a nominee(s) without disclosing any fiduciary relationship to anyone;
 - c. To allocate between income and corpus (in case where reasonable doubt of the applicable law exists) in equitable proportions, and money or other property received, and any loss or expenditure incurred;
 - d. To vote, or refrain from voting, securities having voting privileges, and to give any type of proxy (with or without voting directions) to vote the same;
 - e. To make division and distribution of property held in the Fund (whenever directed to do so), either in kind or in cash or partly in kind and partly in cash, and for such purpose to set values upon any property of the Fund;
 - f. To protect the Fund and its property by insurance against damage, loss or liability;
 - g. To establish checking account(s) into which may be deposited income and/or corpus cash; and
 - h. To employ, at the expense of the Fund, attorneys, investment counsel, brokers, custodians of assets, and other agents and employees;
 - i. To establish a program for promoting the Fund. This includes scheduling appropriate speakers and working with the long range planning committee;
 - j. The Fund may accept gifts with stipulations as to how the money will be used. However, the Committee reserves the right to refuse gifts which make the use of the money too restrictive.

ARTICLE FOUR

The provisions of this Article shall apply to the administration of the St. Paul Lutheran Church Endowment Fund:

1. For tax, accounting, distribution, or other purposes, the fiscal year (whether terminating December 31 or otherwise) of St. Paul Lutheran Church shall be the fiscal year of the Fund.

2. Within two months after the close of each of the Fund's fiscal years, and at such other time(s) as is deemed convenient, an itemized written statement accurately reflecting the position of the Fund's income and corpus accounts as of a date reasonably close to the date the statement is submitted, and the receipts, disbursements and changes therein since the Fund's inception or the previous accounting, as the case may be, shall be submitted to the St. Paul Endowment Fund for review and presentation to the next Voters' Assembly.

ARTICLE FIVE

The provisions of this article shall govern the duration of the St. Paul Lutheran Church Endowment Fund:

The St. Paul Lutheran Church Endowment Fund shall continue in existence and be used as hereinabove provided, unless earlier revoked as provided in Article One, so long as St. Paul Lutheran Church shall continue to exist. If St. Paul Lutheran Church should cease to exist, then the assets constituting the Fund when St. Paul Lutheran Church ceases to exist shall become the property of a successor Lutheran Church or, if no successor Lutheran Church, then it becomes the absolute property of the Lutheran Church-Missouri Synod Foundation (except that any and all properties held by the Fund upon special conditions, restrictions or limitations shall continue to be subject to the conditions, restrictions, or limitations upon which such properties are held). If St. Paul Lutheran Church dissolves, it shall, at the time of such dissolution, have the right and duty to determine the existence of a successor Lutheran Church, if any, providing such successor Lutheran Church must qualify as an exempt organization under the Internal Revenue Code, and St. Paul Lutheran Church shall execute the necessary documents to effect such transfer.

ARTICLE SIX

The following provisions shall apply to the management of the St. Paul Lutheran Church Endowment Fund:

1. Until changed by St. Paul Lutheran Church, the Manager of the Fund shall be The Lutheran Church-Missouri Synod Foundation.
2. The Lutheran Church-Missouri Synod Foundation shall be entitled to reimbursement of its direct out-of-pocket expenses, and may pay itself compensation for its services performed hereunder in accordance with its schedule of Reimbursement of Expenses, as the same may from time to time be amended.
3. No bond shall be required of the Foundation as Manager of the Fund.
4. The Lutheran Church-Missouri Synod Foundation shall not be liable for any loss unless such loss was caused by its bad faith or gross negligence.

ARTICLE SEVEN

The provisions of this Article shall apply to amending the St. Paul Lutheran Church Fund: This St. Paul Lutheran Church Endowment Fund may be changed or amended by a two-thirds (2/3) majority of the votes cast in a regular meeting of the voting membership. The intention to amend the St. Paul Lutheran Church Endowment Fund shall be presented in writing and shall be read to the congregation assembled for worship on two different Sundays prior to the date upon which the amendment is presented to the Voters' Assembly for action.

Cemetery Rules and Regulations of St. Paul Lutheran Church, U.A.C. Bonduel, Wisconsin

Section I. Ownership and Incorporation

The cemetery of St. Paul Evangelical Lutheran Congregation of Bonduel, Wisconsin, is the property of said congregation, which shall have all rights to make any arrangements and changes necessary, and shall be known as the St. Paul Lutheran Cemetery Association of Bonduel, Wisconsin.

Section II. Members' Burial Rights

1. Every member of the congregation shall have the privilege of a burial place. By request, a second burial place may be retained by each member. This means that a spouse may reserve a burial place next to that of the deceased spouse, which shall be reserved even if that person moves to a different locality, as long as this person remains in the Christian faith.
2. If a member is married to a spouse who is not a member of St. Paul Evangelical Lutheran Church of Bonduel, but is a member of another Christian congregation, and such spouse dies, the St. Paul member shall have the privilege of reserving a burial place for such spouse. In the above mentioned case, if the member of St. Paul should die first, the surviving spouse would have the option of reserving a burial place, providing that person remains in the Christian faith. The non-member would be subject to the perpetual care fee for non-members as set in Article IX, Paragraph 3; the member would be subject to the fee for members.

Section III. Lot Reservations

1. As of July 9, 1968, St. Paul congregation shall discontinue the sale of lots to members. It is understood that existing lots and single burial places remain the property of the congregation. Only the use of the burial place is accorded the member requesting it, and this only so long as that person remains in the faith professed by the congregation.
2. Holders of rights to existing lots shall have the privilege to bury such members of their family on their lot who have died in the Christian faith professed by the congregation and have belonged either to the local congregation or another Christian congregation. The consent of St. Paul's pastor(s) must be obtained in the event the person is from another Christian congregation.
3. After the death of a member of the congregation, the lot that person has reserved may be used by a member of his family as long as that person remains in the Christian faith as professed by the congregation. (This applies only to lots purchased before July 9, 1968.)
4. Whoever retains possession of the old homestead shall be considered the legal heir of the lot. This may be a son, daughter, son-in-law or daughter-in-law of the original owner. (This applies only to lots purchased before July 9, 1968.)
5. Members who have reserved a lot shall retain the privilege of using the lot even if they move to a different locality, providing they remain in the Christian faith.
6. Lots may be reserved by members of the congregation who are at least sixty-five years of age or by members who are deemed terminally ill. Perpetual care payment shall be made at the time of the lot reservation. A monument shall be placed within six months of the reservation date.
7. Non-members and former members who are accepted for burial may reserve the right to a burial place.

Section IV. Exclusions

Members who are excluded by the congregation, exclude themselves, or a former member who fails to remain in the Christian faith shall lose all rights and privileges to the cemetery. These rights and privileges shall revert to the congregation.

Section V. Officiants

Only such pastors shall officiate at the burial of persons who are of the Christian faith. Pastors of other Christian congregations shall first obtain consent of the local pastor. In cases where a non-member has been accepted for burial, his pastor may officiate at the committal service on the cemetery with the consent of the local pastor.

Section VI. Specifications for Burials

1. All unconfirmed children shall be buried in the section reserved for children, adults in the section for adults. In the case of unconfirmed children who require an adult-sized grave, they shall be buried in the adult section.
2. Burial places shall follow in consecutive order as designated by the cemetery committee.
3. In digging a grave, the edge of the grave must remain one foot from the lot line.

Section VII. Monument Regulations

1. All monuments must be placed within the limits of the burial place. If an inscription is to be placed on the stone, it is to be approved by one of St. Paul's pastors.
2. The congregation requires that the concrete sub-base for the monument be made eight inches wider and at least twenty inches longer than the base of the monument and level with the ground or not more than three-quarters of an inch above ground level. The base should have a four-inch margin on three sides.

If the monument is in two sections on a large base with room in the center for a flower urn or vase, then the concrete sub-base shall be eight inches wider and eight inches longer than the base of the monument.

Sub-bases for monuments for infant graves shall be eight inches wider and eight inches longer than the base of the monument. All monuments shall be placed on the sub-base so the margin shall be not less than four inches on any side.

Monuments which are laid flat in the ground shall be at ground level or not more than three quarters of an inch above ground level.

Section VIII. Operation of Cemetery

1. For the purpose of functioning as a cemetery association, the cemetery committee of St. Paul Evangelical Church, U.A.C., of Bonduel, Wisconsin, shall be considered the trustees of St. Paul Evangelical Lutheran Cemetery Association of Bonduel, Wisconsin.
2. The congregation as cemetery association shall decide in all matters pertaining to the upkeep of the cemetery.
3. Burial places and existing lots are to be kept clean of weeds and maintained by those who have reserved them. If, after being duly reminded, they fail to do this, the cemetery committee shall have the right to maintain them and shall also have the right to assess the holder for maintenance costs.

4. The congregation shall elect a cemetery committee consisting of five members. The committee members shall be elected to individual terms of five years. Each year the congregation shall elect a person to replace the retiring member of the committee. Members may be re-elected to office an indefinite number of times.
5. Members of the cemetery committee shall be elected at the annual congregational meeting. Nominations shall be made by the congregational nominating committee. Additional nominations may be made from the floor. Any vacancies which shall arise on the cemetery committee through death, resignation, or otherwise shall be filled by the Church Council.
6. Meetings of the cemetery committee may be called by the chairman or the pastor.
7. The sexton will be appointed by the cemetery committee with approval of the church council. The sexton position will be reviewed annually by the cemetery committee. The sexton's duties include: assigning burial places, and, together with the cemetery committee, assuring proper maintenance of burial places.
8. No body may be exhumed from the cemetery without the written permission of the cemetery committee.

Section IX. Handling of Funds

1. The congregation requires that a trust fund for perpetual care of graves shall be established for both members and non-members who shall be buried in the cemetery. These trust funds are to be regulated in accordance with the constitution of the cemetery association.
2. This trust fund shall be administered by the cemetery committee; 80% of this fund shall be invested in securities suitable for trust funds and 20%, interest accrued, donations, and any money over and above the listed amount shall be placed into a general fund to be used for perpetual care, maintenance, and enlargement of the cemetery.
3. Cost of burial places for members shall be no less than one hundred dollars (\$100) for each adult grave. Cost of burial places for non-members and former members shall be no less than two hundred dollars (\$200) for each adult grave. No charge shall be made for a child-sized grave in either case.
4. All money received for the cemetery shall be collected and administered by the treasurer of the cemetery committee. Any donations from individuals for a specific purpose for the cemetery shall be placed into the cemetery fund and administered by the cemetery committee under the direction of St. Paul Lutheran Congregation.
5. The congregation reserves the right to adjust the above costs to conform to the economic conditions that exist.

Section X. Concluding Statement

These rules and regulations supersede any and all former rules and regulations passed in regard to the cemetery.

(Dated: July 22, 2003)

St. Paul Mission Statement

It is the mission of St. Paul Evangelical Lutheran Church to communicate the saving Gospel of our Lord Jesus Christ to our members, our neighbors, our community, and the world— and to do so in an active and joyful manner.

