

BYLAWS

OF

PEACE LUTHERAN CHURCH

ADOPTED 2009

Table of Contents

1.	Vision.....	3
2.	Mission.....	3
3.	Key Strategies.....	3
4.	Structure for Conducting the Business and Missions of the Church	3
5.	Standing Committees.....	3
6.	Duties of the Officers.....	5
7.	Mission Endowment Fund.....	5
8.	Fiscal Year.....	6
9.	Annual Meeting	6
10.	Definition of an Inactive Member.....	6
11.	Continuing Resolutions.....	6

1. Vision

Transforming lives through a vibrant, growing, Spirit-filled Christian Community.

2. Mission

Reaching out to build a Christian community where people grow into a deepening relationship with Jesus Christ.

3. Key Strategies

The ministry of Peace is growing disciples *of all ages* for Christ through vibrant, vital worship; passionate evangelism; equipping disciples; committed service; and joyful fellowship.

The organizational structure adopted by the Congregational Council shall provide for the following ministries of the church:

- a. Christian Education, which seeks to teach and educate all members so “they may grow in the grace and knowledge of our Lord and Savior, Jesus Christ”. 2 Peter 3:18.
- b. Evangelism, which stimulates and leads all members of the congregation to re-awaken the spiritually indifferent and to bring the Gospel to others who are unawakened so that they may become actively involved in the life of the church.
- c. Social Ministry, which extends Christian compassion and helpfulness to the ill, the aged, the orphaned, the underprivileged, the imprisoned and, in general, to persons of all ages in need of aid in body or soul.
- d. Worship and Music, which assists the Congregation Council in seeing that the services of God’s house are conducted regularly and in accordance with the liturgy of the Evangelical Lutheran Church in America, and which plans appropriate seasonal services.
- e. Service, which seeks to support the church by attending to the necessary business matters.

4. Structure for Conducting the Business and Missions of the church

Annually in June, and more often should circumstances require, the Congregation Council shall approve and adopt, as a continuing resolution, an organizational structure through which the Vision, Mission, and Key Strategies of Peace Lutheran Church shall be accomplished. One or more members of the Congregation Council shall be appointed to serve as a liaison to each of the major subgroups making up such organizational structure.

5. Standing Committee (Teams)

The Congregation Council may establish as many committees, or teams, to be incorporated into the organizational structure as the local and wider concerns of the congregation shall require. Except as otherwise specified in these bylaws,

the duties of all teams shall be assigned by the Congregational Council, and all actions of such teams shall be subject to review by the Congregation Council. The pastor shall be a non-voting, ex-officio member of all teams.

The following teams shall constitute the Standing Committees to be included within the organizational structure adopted each year.

- a. Team on Church Property. This team shall see to the proper maintenance and protection of all property of the congregation, and shall take care that the same is kept in good repair.
- b. Finance Team, of which the Treasurer and Financial Secretary shall be members. It shall prepare a draft budget for the succeeding year, including this congregation's full indicated share in support of the wider ministry being carried on its behalf by the Evangelical Lutheran Church in America and the synod, and shall submit such draft budget to the Congregation Council for its action and later presentation to the congregation. The team shall exercise oversight of all the financial affairs of the congregation to make sure that they are being conducted efficiently, giving particular attention to the prompt payment of all obligations and to the regular forwarding of monies for the support of the wider work of the church to the synodical treasurer. It shall, subject to the approval of the Congregation Council, be responsible for the congregation's investment and its total insurance program.
- c. Team on Stewardship, of which the Financial Secretary shall be a member. It shall be the function of this team to evoke and promote the expression of Christian faith in daily living; to teach the Christian use of money; to diffuse knowledge of the congregation's local, national, and world-wide ministries; and to lead all its members to higher levels of proportionate giving for the Lord's work. The Team on Stewardship shall establish and maintain programs that encourage the congregation to pledge financial support to the ministry efforts of Peace. It shall promote giving to the Mission Endowment Fund to provide for new ministries and stewardship opportunities additional to and apart from the general operations of the congregation.
- d. Altar Guild Team. This team shall arrange for the care of paraments and vestments. It shall arrange for the care of musical instruments, and in consultation with the pastor, the organist and the choir director(s), it shall furnish music supplies appropriate for use in worship of a congregation of the Evangelical Lutheran Church in America. It shall recommend policies regarding worship and special services such as weddings and funerals, as well as on the proper use of the church.
- e. Team on Missions. Its purpose shall be to educate and involve the congregation in its mission. In this regard, "mission" is understood in the widest sense: healing the sick, working for justice, and ministering locally and globally with the poor. Included in the team's responsibilities are the following:
 1. Interpret to the congregation the mission work of the Evangelical Lutheran Church in America and the Arkansas-Oklahoma Synod.
 2. Educate the congregation about mission programs.

3. Suggest and support ways to involve the congregation in mission projects
 4. Plan and promote involvement in specific mission projects within the ELCA and in cooperation with other Christian and social service agencies.
 5. Recommend to the Congregation Council adequate financial resources through the budgeting process and fund drives as needed.
- f. Team on Child Care. Its purpose shall be to offer Peace Kids Learning Center as a positive and Christian solution to the child care dilemma. The Center exists to provide clean, safe, and loving care to infants and toddlers and their families, regardless of income or socio-economic status. Realizing that choosing a quality child care facility is an important and difficult decision, the team and the church should strive to provide financial, spiritual, and emotional support for families.
 - g. Personnel Team (referred to in Paragraph C13.04 of the Constitution as the Mutual Ministry Team). Its purpose shall be to serve as advisor/support to the Pastor in matters relating to the church staff and as an advocate for all members of the staff. The Personnel Team shall provide an annual recommendation to the Finance Team regarding staff salary changes, will conduct an annual review of the Employee Personnel Handbook to ensure that it is current and relevant, will be responsible for providing an annual performance appraisal for the Pastor, and will make recommendations to the Council regarding the hiring and firing of non-rostered staff. In addition, the Team may, at the request of the Council or the Pastor, participate in recruitment, candidate interviews, staff interventions, and staff performance appraisals.
 - h. Endowment Fund Committee. Its purpose shall be to carry out the purpose of the Mission Endowment Fund, as set forth in the document entitled "Congregational Endowment Fund." The purpose of the Endowment Fund shall be to enhance the work of Peace by establishing new ministries and stewardship opportunities additional and apart from the general operation of the congregation. The congregation shall decide at the annual meeting the purposes for which endowment fund incomes are to be used.

6. Duties of the Officers

The President shall be the president of the congregation, the president of the Congregation Council, and head of the Executive Team. The President shall prepare the agenda for and preside at meetings of the congregation and Congregation Council.

The Vice President shall serve as the president when the President is not available.

The Secretary shall keep accurate minutes of all meetings of the congregation and Congregation Council, such minutes to be permanently preserved in the archives of the congregation. The Secretary shall keep a list of all officers, board members, team chairpersons, and team membership.

The Treasurer shall oversee the disbursement of all funds and shall make monthly reports to the Congregation Council and a yearly report to the annual meeting of the congregation.

7. Fiscal Year

The fiscal year of this congregation shall be January 1st through December 31st.

8. Annual Meeting

The annual meeting of this congregation shall be held on a Sunday in the month of January. The agenda of the annual meeting shall be determined by the Congregation Council.

9. Definition of an Inactive Member

A member shall be considered an inactive member when he/she either has not received Holy Communion or has not make a contribution of record to the congregation during the current or the preceding calendar year. Such persons shall remain within the continuing concern of the congregation and shall be given conscientious pastoral care. An inactive member shall be restored to the active roll of confirmed members when he/she again receives the Lord's Supper and makes a contribution of record to the congregation.

10. Continuing Resolutions

A copy of the Continuing Resolutions enacted from time to time by the Congregation Council shall be included in the Secretary's minutes of the meetings at which such resolutions are enacted and shall also be separately maintained in the church office.