

Organization/Congregation Council/Congregation Council Composition and Function

- I. The voting membership of the Congregation Council shall consist of the pastor(s) and no more than nineteen (19) members one of whom will be a member-at-large. Any voting members of the congregation may be elected, subject only to the limitation on the length of continuous service permitted in that office. A member's place on the Congregation Council shall be declared vacant if the member:
 - A. Ceases to be a voting member of this congregation.
 - B. Is absent from four successive regular meetings of the Congregation Council without cause.

- II. The members of the Congregation Council except the pastor(s) shall be elected at a legally called meeting of the congregation during the month of May. Their term of office shall be for three (3) years except the member-at-large who will be elected for one (1) year with the term of office beginning at the July meeting. Newly elected/appointed Congregation Council members shall be installed at worship prior to assuming office.

- III. The person elected to the at-large position shall be a youth. The youth member shall be no younger than sixteen (16) years of age and no older than eighteen (18) years of age at the time of election.

- IV. The Congregation Council shall have general oversight of the life and activities of this congregation, and in particular its worship life, to the end that everything be done in accordance with the Word of God and the faith and practice of the Evangelical Lutheran Church in America. The duties of the Congregation Council shall include the following:
 - A. To lead this congregation in stating its mission, to do the long-range planning, to set goals and priorities, and to evaluate its activities in light of its mission and goals.
 - B. To seek to involve all members of this congregation in worship, learning. Witness, service, and support.
 - C. To oversee and provide for the administration of this congregation to enable it to fulfill its functions and perform its mission.
 - D. To maintain supportive relationships with the pastor(s) and staff and help them annually to evaluate the fulfillment of their calling, appointment, or employment.
 - E. To be examples individually and corporately of the style and ministry expected of all baptized persons.
 - F. To promote a congregational climate of peace and goodwill and, as differences and conflicts arise, to endeavor to foster mutual understanding.
 - G. To arrange for pastoral service during the sickness or absence of the pastor.
 - H. To emphasize partnership with the synod and church-wide units of the Evangelical Lutheran Church in America as well as cooperation with other

congregations, both Lutheran and non-Lutheran, subject to established policies of the synod and the Evangelical Lutheran Church in America.

- I. To recommend and encourage the use of program resources produced or approved by the Evangelical Lutheran Church in America.
 - J. To encourage all members to see themselves in the priesthood of all believers, empowered to ministry in their daily lives.
- V. The Congregation Council shall be responsible for the financial and property matters of this congregation.
- A. The Congregation Council shall be the board of trustees of this congregation, and as such, shall be responsible for maintaining and protecting its property and the management of its business and fiscal affairs. It shall have the powers and be subject to the obligations that pertain to such boards under the laws of the Commonwealth of Pennsylvania, except as otherwise provided herein.
 - B. The Congregation Council shall not have the authority to buy, sell, or encumber real property unless specifically authorized to do so by a meeting of the congregation.
 - C. The Congregation Council may enter into contracts of up to \$10,000 for items not included in the budget.
 - D. The Congregation Council shall prepare an annual budget for adoption by this congregation, shall supervise the expenditure of funds in accordance therewith following its adoption, and may incur obligations more than \$50,000 in excess of the anticipated receipts only after approval by a Congregation Meeting. The budget shall include this congregation's full-indicated share in support of the wider ministry being carried on in partnership with the synod and church-wide organization.
 - E. The Congregation Council shall ascertain that the financial affairs of this congregation are being conducted efficiently, giving particular attention to the prompt payment of all obligations and to the regular forwarding of benevolence monies to the synodical treasurer.
 - F. The Congregation Council shall be responsible for this congregation's investments and its total insurance program.
- VI. The Congregation Council shall see that the provisions of the Constitution and its Bylaws and the continuing resolutions are carried out.
- VII. The Congregation Council shall provide for an annual review of the membership roster.
- VIII. The Congregation Council shall be responsible for the appointment and supervision of the salaried lay workers of this congregation.
- IX. The Congregation Council shall submit a comprehensive report to this congregation at the annual meeting.
- X. The Congregation Council shall recommend for congregational election lay members to serve as voting members to the assemblies of the synod. The expenses incurred by such voting members in connection with their attendance shall be paid by the congregation.

- XI. The Congregation Council shall normally meet once a month. Special meetings may be called by the pastor(s) or the president, and shall be called by the president at the written request of three (3) Congregation Council members. Notice of each special meeting shall be given to all who are entitled to be present.
 - A. The Congregation Council shall meet monthly at such a time and place as designated by its own majority vote.
 - B. Notice of the regular meeting of Congregation Council shall be given to all elected/appointed council members by written notice at least two (2) days prior to said meeting

- XII. A quorum for the transaction of business shall consist of a majority of the members of the Congregation Council, including the pastor(s) or interim pastor, except when the pastor(s) or interim pastor request s or consents to be absent, and has given prior approval to the agenda for a particular regular or special meeting which shall be the only business considered at that meeting. Chronic or repeated absence of the pastor(s) or interim pastor who has refused approval of the agenda of a subsequent regular or special meeting shall not preclude action by the Congregation Council, following consultation with the synodical bishop.