

BYLAWS

Our Redeemer Lutheran Church
Cedar Falls, Iowa

(Approved: November 17, 2019; amended: November 15, 2020)

ARTICLE I—PROCEDURES FOR CALLING MINISTERS OF RELIGION

A. Nominations

When a vacancy occurs in the Office of the Holy Ministry or that of a commissioned church worker, or when other commissioned church workers are deemed necessary to carry out the purpose and goals of this congregation, the Board of Elders shall serve as the Call Committee. The Call Committee shall ask the District President and voting members of the congregation for assistance in compiling a list of qualified candidates. The Elders shall present this list, along with appropriate candidate biographical information, to the congregation at a properly convened meeting of the voters' assembly for adoption. After the list has been adopted by a majority vote of those present at the voters' assembly, the Elders shall present it to the congregation at the next Sunday Divine Service.

B. Elections

A pastor or other commissioned church worker shall be elected from the adopted list of candidates at a properly convened meeting of the voters' assembly. The candidate receiving the majority of all balloted votes cast at that meeting shall be considered elected. If a majority is not achieved on the first or any subsequent ballot, the candidate receiving the fewest number of votes shall be removed from the ballot for the subsequent vote. This procedure shall be repeated until a majority vote is achieved. The election shall be made unanimous by a standing vote. Following election, a call shall be extended to the pastor or commissioned church worker who has been elected.

ARTICLE II—MEETINGS

A. Regular Meetings

1. Regular meetings of the voters' assembly shall be on the third Sunday of April and the third Sunday of November.
2. The time of the meeting shall be set by the Church Council.
3. The Church Council shall have the authority to postpone and reschedule regular meetings of the voters' assembly when such action is necessary or desirable.
4. Announcements of regular meetings shall be made in the service for each of the two Sundays preceding a regular meeting of the voters' assembly.

B. Special Meetings

1. Special meetings of the voters' assembly may be called by the president of the congregation, any two members of the Church Council, or ten percent of the voting members of the congregation.
2. Announcements of special meetings shall be made in the service for each of the two Sundays preceding a special meeting of the voters' assembly.

C. Quorum—All voting members present at a properly convened meeting shall constitute a quorum.

ARTICLE III—RULES OF ORDER

In addition to principles laid down in Scripture and in the Constitution and Bylaws of this congregation, accepted parliamentary procedures such as Robert's Rules of Order shall be followed.

ARTICLE IV—OFFICERS AND CHURCH COUNCIL

A. Eligibility

All voting members of the congregation are eligible to hold elective or appointive office in the congregation. In accordance with the doctrinal standard of the congregation, women shall not serve as pastor, president, vice-president, or as members of the Board of Elders.

B. Officers—The elected officers of this congregation shall be as follows:

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| 1. President | 7. Secretary |
| 2. Vice-President | 8. Chairman of the Board of Communications and Outreach |
| 3. Six (6) Elders | 9. Chairman of the Board of Stewardship |
| 4. Six (6) Trustees | 10. Chairman of the Board of Education |
| 5. Treasurer | 11. Chairman of the Board of Christian Care |
| 6. Financial Secretary | 12. Chairman of the Board of Youth |

C. Church Council—The following elected officers, along with the called pastor(s) of the congregation, shall be members of the Church Council:

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| 1. President | 7. Chairman of the Board of Trustees |
| 2. Vice-President | 8. Chairman of the Board of Education |
| 3. Secretary | 9. Chairman of the Board of Communications and Outreach |
| 4. Treasurer | 10. Chairman of the Board of Christian Care |
| 5. Financial Secretary | 11. Chairman of the Board of Youth Ministry |
| 6. Chairman of the Board of Elders | 12. Chairman of the Board of Stewardship |

D. Meetings

1. The Church Council shall meet a minimum of six (6) times a year.
2. Special meetings may be called by the president, the pastor(s), or any three (3) members of the Church Council with at least 24 hours' notice prior to the meeting.
3. A majority of the voting members of the Church Council shall constitute a quorum.

E. Limitations

1. The principal duty of the Church Council shall be to coordinate the program and activities of the congregation, including those of the various boards and committees.
2. The Church Council shall also have the power to act on behalf of the congregation between meetings of the voters' assembly within limitations established by the Constitution and Bylaws, of which actions shall be reported at the next meeting of the voters' assembly.
3. The following matters shall be decided at a meeting of the voters' assembly:
 - a. Approval of Annual Budget
 - b. Approval of all nominations for Synodical and District offices.
 - c. Approval of all resolutions proposed to Synodical and District conventions.
 - d. Approval of the purchase or the sale of real estate.
 - e. Approval of a change in Synodical affiliation.
 - f. Approval for joining or leaving any para-church organizations.
 - g. Ratification of all doctrinal resolutions, statements, or theses received from Synod or other para-church organizations.

F. Official Duties

Official duties of the officers, boards, committees, and members thereof are contained in the Officers Manual of the congregation. On an annual basis, the Church Council and Board of Elders shall review and, if necessary, propose revisions or additions to the duties of the church officers, boards, and committees identified in the Officers Manual. Proposed amendments to the Officers Manual shall be adopted by a two-thirds majority vote of those present at a regular or special meeting of the voters' assembly.

ARTICLE V—NOMINATIONS AND ELECTIONS

A. Nominating Committee

The Nominating Committee shall be composed of the Chairman of the Board of Stewardship and two other voting members of the congregation appointed by the President.

B. Nomination Committee Procedures

1. The Nominating Committee shall nominate at least one candidate for each of the elective offices to be filled.
2. The Nominating Committee shall present a list of candidates in written form to the congregation at least two weeks before the November meeting of the voters' assembly.
3. Additional nominations may be received from the floor at that meeting.
4. No person shall be nominated without his/her consent.

C. Elections

All church officers shall be elected by a majority ballot of voters present at the November meeting of the voters' assembly. All officers shall be eligible for re-election.

D. Terms of Office

1. Members of the Board of Elders, Board of Trustees, and the Endowment Fund Committee shall be elected for three-year terms, with the terms of one-third of each Board expiring each year.
2. Each of the other members of the Church Council shall be elected for a term of two years.
3. The terms of President, Vice-President, Financial Secretary, Chairman of the Board of Stewardship, and Chairman of the Board of Christian Care shall expire in odd-numbered years.
4. The terms of Secretary, Treasurer, Chairman of the Board of Education, Chairman of the Board of Communications and Outreach, and Chairman of the Board of Youth shall expire in even-numbered years.
5. All terms of office shall begin on January 1 of the year following election and end on December 31 in the year in which the term is to be completed.

E. Vacancies

1. In case of a vacancy in the office of President, the Vice-President shall succeed to the office of the President.
2. In the case of a vacancy of the chairman of the Board of Elders, the Board of Elders shall select a new chairman from among their existing members.
3. In the case of vacancy on the Board of Elders, the Board of Elders shall nominate a new Elder which shall be presented to the Church Council for approval.
4. In case of a vacancy in the offices of other church officers or board chairmen, the Church Council shall elect a successor to serve until the regular expiration of the term of the vacant office.

ARTICLE VI—INSTALLATION OF OFFICERS

The newly-elected officers of the congregation shall ordinarily be installed into office during the Divine Service on the second Sunday in January.

ARTICLE VII—BOARDS AND COMMITTEES

A. Boards

1. The composition and responsibilities of all boards and committees shall be in accordance with the Officers Manual of this congregation.
2. Each board chairman on the Church Council may, with the approval of the Church Council, appoint a board from the communicant membership of the congregation to assist in the work of the chairman.
3. The size of these boards may vary, unless otherwise dictated in the Constitution, Bylaws, or Officers Manual.
4. Membership of a board or committee shall be concurrent with the term of the board's chairman. Members of such board shall be eligible for reappointment.
5. The various boards and committees shall meet as often as necessary for the efficient conduct of their work.

B. Committees

The following shall be standing committees of the congregation:

1. A Financial Review Committee, consisting of three (3) voting members of the congregation, shall be appointed annually by the President of the Church Council. This Committee shall have authority to review all financial matters of the congregation and to report its findings to the Church Council.
2. An Endowment Fund Committee, shall receive gifts and bequests, manage those assets, and recommend the use of those assets for the mission and work of the congregation.
The Endowment Fund Committee shall consist of the following:
 - a. Three members elected by the Church's Voters' Assembly;
 - b. The President of the congregation, ex-officio member;
 - c. The Treasurer of the congregation, ex-officio member;
 - d. The Chair of the Stewardship Board, ex-officio member; and
 - e. A Pastor of the congregation, ex-officio member.Ex-officio members have voting privileges on the Endowment Fund.
3. A Long-Range Planning Committee, consisting of at least three (3) voting members, one of which must be a Trustee, shall keep a list of projects identified by the Church Council as objectives for completion. The Committee shall prioritize the projects, monitor the financial resources of the congregation, and make recommendations to the Church Council for the completion of the projects.
4. The Christ Lutheran Memorial Scholarship Committee, consisting of at least three (3) voting members, will encourage the use of Valley Lutheran School, Cedar Falls, Iowa, by implementing the Guidelines and Policies of the Christ Lutheran Memorial Scholarship Fund.

ARTICLE VIII—AMENDMENTS

- A. Proposed amendments to the Bylaws shall be adopted by a two-thirds majority vote of those present at a regular or special meeting of the voters' assembly.
- B. The revised Bylaws shall, as a condition of continued membership in good standing of The Lutheran Church—Missouri Synod, be submitted to the President of the District for review by the District's Constitution Committee and favorable action by the District's Board of Directors before being adopted by the congregation.