

Proposed Changes to the Church Constitution and Bylaws

A Brief Explanation

1. Why are these changes being made?

The Constitution and Bylaws are being updated to reflect changes in the size of our congregation and changes in the way our congregation manages the business affairs for the church. Some of these changes are procedural while others are related to how the staff and the various church boards function.

2. What is not changing?

No changes are being made related to our congregational statements of theology, core beliefs, or relationship with the LCMS. The Voters Assembly remains the governing body of the congregation.

3. What is the reason for proposing changes to the **Bylaws**?

The purpose of the Bylaws is to provide for and manage the different needs of the church. In the past, most of these needs were provided by unpaid staff (volunteers). As we have grown, we now have paid staff providing these same functions. The following changes will allow the Board of Directors to establish boards and committees to oversee the functions of the church. The Board can create a committee to work with the maintenance staff, Family Life Department, pastors, etc., as needed, with the flexibility to adjust as the needs of the church change and grow. Oversight of these boards and committees to meet the needs and functions of the church has always been the role of the Board of Directors and it will continue to be so.

4. What are some of the details of the changes to the **Bylaws**?

- a. The assignment of some duties of the “Senior Pastor” have been adjusted to “Pastor” or “Pastoral Staff”. This will allow flexibility within the Pastoral Staff to share duties and responsibilities for our large congregation.
- b. Minor edits are made to clean up grammar and article structures. Some sentences or articles are being removed to streamline the Bylaws, since other articles already confer the responsibilities to the Board of Directors.
- c. In Article 3.1, the limitation that the Treasurer may not be related to any church or school staff member has been removed. The Treasurer does not sign checks or set salary policy; therefore, this previous limitation is no longer needed. If the Treasurer (or any other Board member) has any conflict of interest with a matter brought before the Board, Article 2.4 requires them to recuse themselves from participating in the subject except to answer pertinent questions.
- d. In Article 4.4, the duties of the Treasurer are updated since the day-to-day financial duties are managed by the church and school staff. The Treasurer, along with members of the staff, oversees the financial operation and reports to the Board of Directors.

- e. In Article 5, the Board of Trustees is removed from the Bylaws. Due to the size of the church property and the 7 days per week operations, the duties previously managed by volunteer trustees are now managed by the maintenance staff of the church and school. The maintenance staff reports to the Board of Directors and prepares the budget for maintenance requirements. The staff will continue to work with and consult experienced members of the congregation throughout the year and on various projects.
- f. The duties of the Board of Elders are streamlined in the Bylaws. This is not intended to reduce their function but rather to leave the methods and governance of the Board of Elders to be determined by the Pastor and the Chair of the Elders.
- g. The Board of Christian Education is removed from the Bylaws. The duties mentioned for this board were formerly carried out by volunteers. Due to the size of the congregation, the church now has a Family Life Minister and two Directors of Christian Education. These staff members, still working with many volunteers, manage the duties formerly assigned to the Board of Christian Education.
- h. The Board of Stewardship is removed from the Bylaws. The approach to Christian stewardship at St. Luke's is now integrated into the Values of our congregation and our call to a Life of Sacrifice. This is expressed weekly during the offering time in our worship services and is woven into the preaching and teaching heard throughout the year. We also have a Stewardship & Development Director to promote estate planning, guide planned giving, and coordinate major fund-raising activities.
- i. The duties of the School Board are streamlined in the Bylaws. This is not meant to limit the function of the Board but instead provides flexibility in how the School Board carries out its duties and allows it to adapt to changing circumstances as needed.
- j. The Board for Human Care is removed from the Bylaws. The intent is not to reduce the level of volunteering within the congregation but to provide flexibility to the staff and Board of Directors to create new care groups or committees where needed, and to reduce such ministries when no longer needed or determined not as effective as desired. The oversight of such groups or committees is performed by the church staff members and reported to the Board of Directors and the Voters Assembly.
- k. The Board of Evangelism is removed from the Bylaws. Like Stewardship, the approach to Evangelism at St. Luke's is integrated into the Values of our congregation. Grace calls us together, to share God with our community and to form relationships with those around us at home, school, work, and church. Some of the methods we use are the formation of small fellowship groups, reaching out through our school to unchurched families, offering Christian music at off-campus venues, providing a new low-cost grocery store for those struggling to make ends meet, helping those who have experienced loss and damage in storms, etc. All of these embody the concept for each of us to be evangelists. These outreach efforts are coordinated through the church staff with oversight by the Board of Directors and reported to the Voters' Assembly.

- i. The description of the duties of the Board of Worship is streamlined. The paragraph which remains describes all the responsibilities of this board. The details regarding how this board carries out those responsibilities is left to the discretion of the members of the board and the Pastor working with the board. This provides flexibility in how the board carries out its duties and allows it to adapt to changing circumstances such as new services, new service venues, on-line worship, etc.
 - m. The Cemetery Committee is removed from the Bylaws. The oversight of the cemetery was formerly performed by volunteers. This is now the responsibility of the church maintenance staff. Volunteers are still utilized for various activities (clean-up, flag placement, etc.) but these activities are coordinated by the maintenance staff. Therefore, a standing Cemetery Committee is no longer needed.
 - n. The Finance Committee is removed from the Bylaws. The oversight of the church's financial operations remains the responsibility of the Treasurer but, due to the size of the church and school operations, there are now staff members to perform the daily financial duties and reporting. Article 4.4.5 states "The Treasurer shall meet regularly with the chief financial officer, stewardship director and other qualified church members for financial consultation and assistance", so a Finance Committee remains in place, but it is not necessary to be mentioned in the Bylaws.
 - o. The Compensation Review Committee is removed from the Bylaws. Given the size of the church and school staff, and the complexities of the labor laws and employee benefits, our congregation employs a Chief Human Resources Officer. Along with the Chief Financial Officer, the Treasurer, and others, the Chief HR Officer provides guidance for setting salaries and recommendations for employee benefits packages. This information is then used by the church and school administration to develop the budgets which are proposed to the Board of Directors and the Voters' Assembly. A standing Compensation Review Committee is not needed in the Bylaws.
5. What changes are being proposed for the **Constitution**?
- Changes to the church Constitution are being recommended to align the written document with the current practices of the congregation and the proposed changes to the Bylaws.
- a. Articles 4.1.3 and 4.2, which deal with voting membership of the congregation, is amended to remove the requirement for members to physically sign the Constitution and Bylaws. As a matter of practicality, this has been replaced by simple approval of the new voting member at the Voters' Assembly. Note that the duties of any member of the congregation remain unchanged, regardless of whether they signed the documents or not.
 - b. Article 7.2, which deals with the various boards of the congregation, is revised to reflect the proposed changes in the Bylaws. The change to Article 7.2 removes most boards from mention in the Constitution except the Board of Directors, Board of Elders, School Board and Board of Worship. All other boards and committees will be put in place by the Board of Directors, according to the needs of the Congregation. This gives the Congregation the flexibility to change and adapt to current circumstances without the need to modify the Constitution or Bylaws.

No other changes are proposed to the Constitution.