

**THE BYLAWS OF
KOUNTZE MEMORIAL EVANGELICAL LUTHERAN CHURCH
OMAHA, NEBRASKA**

ARTICLE I. CONGREGATIONAL MEETINGS

~~B1.01 Section 1. ANNUAL MEETINGS~~

~~The Congregation shall meet in August or September for the purpose of all required elections. The congregation shall meet during either January or February for the purpose of all reports to the congregation and the presentation of the proposed budget.~~

In its Congregational Meetings, the Church discerns, through prayer and deliberation, God's direction for faithful service. There are two Meetings to be held regularly each year.

ANNUAL MEETING: The congregation shall meet during January or February. This Annual Meeting is to look back and thank God for God's work through the Staff, Council, Committees, Organizations, and other ministry efforts. Written reports are to be available a full week ahead of the meeting, on the website and in the printed booklet of reports.

This Annual Meeting also seeks God's guidance for the new year, specifically including, but not limited to, a proposed spending plan (budget). This proposed spending plan shall, in tentative form, be available for consideration and discussion in an Adult Forum, the week prior to the Annual Meeting. A revised form shall be made available on-line in the week prior to the Annual Meeting and in print form at the meeting.

The Annual Meeting offers opportunity for congregational members to bring forward various ideas and questions for discussion by the congregation. So that all may participate thoughtfully and faithfully, Congregational members may present any matter to the Congregation Council at its December meeting. At its discretion, the Council shall include these matters in the agenda of the Annual Meeting. This agenda is to be approved at its January meeting and made available on-line at least 10 days before the Annual Meeting. For matters that seem extra-ordinary, the Council is encouraged to give opportunity for discussion in additional forums before the Annual Meeting.

ELECTION MEETING: A meeting to affirm members for the Congregation Council, Endowment Fund Board, DeFreese Manor Board, and other offices as specified in the Constitution, shall be held in August.

To prepare for open discernment of Congregational leaders: The Congregation Council, by its July meeting shall determine which positions need to be filled and if current holders are eligible and willing to serve. The nominating committee shall publicize this list in the print and electronic newsletters, inviting congregational members to submit suggestions. The Nominating Committee shall then prepare a list of persons willing to serve – one name for each position needed – along with helpful biographical information. This listing shall be available to the congregation on-line, through electronic communication a full week before the meeting.

Other items for consideration may be included in the agenda provided they are presented for the Council's approval and in time for information regarding the matter to be sent to the congregation a full week before the meeting.

Congregational Meetings may be scheduled between Sunday morning services, with the morning planned to give adequate time for prayers, celebration and deliberation.

ARTICLE II. ~~STANDING~~ MINISTRY COMMITTEES

At its first meeting following the Election Meeting, the Council shall (prepare to) organize working groups [also known as committees, task-forces, etc] to ensure that the purposes of the congregation, as defined in Chapter 4 of the Constitution, are faithfully served according to discernment of God's guidance for that purpose in the present life of the Congregation. At this meeting, Council members will be appointed to serve as liasons to each of these ministry areas.

These areas of ministry include, but are not limited to:

Worship (and Music);

Witnessing to those not presently in the congregation;

Serving the needs of neighbors – within the congregation, in our community, and beyond

Forming and Nurturing Faith– for all stages and situations of life

Stewardship of our lives, so that we can live faith every day

Connecting with communities of faith – Lutheran, Christian, other – locally and throughout the world

The appointed Council liaison will work with persons committed to this specific area, to organize so the area ministry is faithfully served.

With the guidance of the Senior Pastor, staff members will be assigned to work with each ministry area.

SELECTION OF OFFICERS

~~As soon as practicable in each congregational year, the committees shall elect their own chairperson and secretary.~~

~~B2.02 Section 2. COMMITTEE MEMBERSHIP~~

~~The Church Council shall appoint members from the congregation as may be needed to fulfill the duties assigned to such committees. Members of standing committees shall serve for a period of one year.~~

~~B2.03 Section 3. IDENTIFICATION OF STANDING COMMITTEES~~

~~B2.04 CHRISTIAN EDUCATION COMMITTEE~~

~~This committee, in association with the pastor(s), shall oversee the conduct and promotion of the educational programs within the congregation.~~

~~B2.05 WORSHIP AND MUSIC COMMITTEE~~

~~It shall assist the Church 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, that competent ushers are recruited and trained, and that hymnals and other devotional materials are provided and properly cared for. This committee shall supervise and strive to advance the welfare and effective service of the choirs of the congregation. It shall arrange for the care of paraments, vestments, and musical instruments and, in consultation with the pastor(s), the organist and the choir directors, it shall furnish music supplies appropriate for use in the worship of a congregation of the EVANGELICAL LUTHERAN CHURCH IN AMERICA. This committee shall be responsible for maintaining the congregation's public address system for functions of the church.~~

~~B2.06 EVANGELISM COMMITTEE~~

~~This committee shall stimulate and lead all members of the congregation in continuous and, from time to time, concerted endeavors to reawaken the spiritually indifferent and to reach others, who are yet unwon, with the Gospel and attach them to Christ's Church. To this end, the committee shall devote itself to deepening spiritual life and shall periodically study the congregation in the context of its surrounding community.~~

~~B2.07 SOCIAL MINISTRY COMMITTEE~~

~~The purpose of this committee shall be to extend Christian compassion and helpfulness to the ill, the aged, the orphaned, and underprivileged, the imprisoned and, in general, to persons of all~~

~~ages in need of aid in body or soul. It shall strive to enlist in these efforts as many as possible of the individual members and organizations of the congregation. This committee shall further have the duty to study social conditions, primarily in the local community, in order to bring the cleansing and healing light of Christian truth to bear upon critical problems through thoughtful Christian discussion of facts and issues. It shall present to the Church Council proposals for action issuing from such study and discussion.~~

~~B2.08~~ ~~FINANCE COMMITTEE~~

~~The Finance Committee 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 in its behalf by the EVANGELICAL LUTHERAN CHURCH IN AMERICA and the Synod, and shall submit such draft budget to the Church Council for its action and later presentation to the Congregation Meeting. The Committee 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 benevolence monies to the synodical treasurer. It shall, subject to the approval of the Church Council, be responsible for the congregation's investments and its total insurance program. It shall also provide audits of the accounts of the treasurer and the financial secretary, if there be one, as well as of the accounts of the schools and organizations within the congregation. The treasurer shall be an ex-officio member.~~

~~B2.09~~ ~~STEWARDSHIP COMMITTEE~~

~~This committee shall be responsible for the annual stewardship program and other congregational efforts which lead to informed and grateful giving. It shall be a function of this committee to evoke and promote the Christian use of money; to diffuse knowledge of the congregation's local, national and worldwide ministries; and to lead all its members to higher levels of proportionate giving for the Lord's work.~~

~~B2.10~~ ~~PROPERTY COMMITTEE~~

~~This committee shall see to the proper maintenance and protection of all property of the congregation and shall take care that same is kept in good repair.~~

~~B2.11~~ ~~YOUTH MINISTRY COMMITTEE~~

~~This committee shall establish policy, guide program planning, coordinate all youth programs of the congregation and provide leadership and assistance with youth activities. The goal of this committee shall be to engage as many youth as possible to share in the confession of faith of the church in a fellowship of worship, learning, witness, service and support and to assure that the Word of God in Jesus Christ may become effective in the lives of youth together and individually.~~

ARTICLE III. CONGREGATIONAL COMMITTEES

B3.01 FINANCE COMMITTEE (moved from standing committees)

The Finance Committee 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 in its behalf by the EVANGELICAL LUTHERAN CHURCH IN AMERICA and the Synod, and shall submit such draft budget to the Church Council for its action and later presentation to the Congregation Meeting. The Committee 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 benevolence monies to the synodical treasurer. It shall, subject to the approval of the Church Council, be responsible for the congregation's investments and its total insurance program. It shall also provide audits of the

accounts of the treasurer and the financial secretary, if there be one, as well as of the accounts of the schools and organizations within the congregation. The treasurer shall be an ex-officio member.

B3.02 PROPERTY COMMITTEE (moved from standing committees)

This committee shall see to the proper maintenance and protection of all property of the congregation and shall take care that same is kept in good repair.

B3.03 A PERSONNEL COMMITTEE shall consist of six voting members of this congregation and the Vice-President of the Church Council. Each of the six members shall be appointed by the Church Council for a two year term with three members to be appointed each year. This committee shall provide evaluations and compensation recommendations of all staff. The Vice-President of the Church Council shall serve as chairperson of this committee.

B3.04 A NOMINATING COMMITTEE of six voting members of this congregation, two of whom shall be outgoing members of the Church Council, shall be appointed by the Church Council for a term of one year. Members of the Nominating Committee are not eligible for consecutive re-election.

B3.05 ARCHIVES COMMITTEE shall direct the filing and maintenance of the documents, records, minutes and important papers and archives of the congregation when they are no longer of current operational value. The members of this committee shall be appointed to terms of four years and shall serve no more than two (2) consecutive four year terms. The Chair is elected by the committee for a one year term without limit to succession. The Auditing Committee of the congregation shall make an annual audit of the files and records.

ARTICLE IV. DUTIES OF OFFICERS

B4.01 The pastor shall be the ex-officio president of the congregation and the Church Council. The president shall preside at meetings of the congregation and the Church Council. In the absence of the president, the vice-president shall preside.

B4.02 The secretary shall keep accurate minutes of all meetings of the congregation and of the Council. Such minutes shall be preserved permanently in the congregation archives.

B4.03 The treasurer shall keep the books of accounts of the congregation and shall disburse them on proper orders, making monthly remittance of benevolence payments to the synod treasurer. The treasurer shall make written report of all financial transactions to the Church council monthly and to the congregation at its annual meeting.

ARTICLE V. MEMBERSHIP

B.5.01 A member who, for a period of one year, does not partake of Holy Communion and does not make a contribution of record, shall be contacted and encouraged to participate in the life and worship of the congregation. If during the second year, the member does not so participate, that member's name shall be presented to the Church Council for consideration for placement on the inactive rolls of the congregation. Upon this recommendation by the Church Council, such member shall, if possible, be notified in writing.