# Central / Southern Illinois Synod
## of the Evangelical Lutheran Church in America

# Constitution and Bylaws

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## Introduction

Placement together of those constitutional provisions, bylaws, and continuing resolutions that pertain to the same matter is recommended.

Each is separately codified, but all are preceded by the letter "S" denoting that they are part of the synodical constitution.

a. Constitution provisions are codified by two sets of numbers, as in S9.08. or +S10.01
b. A bylaw related to S9.08. would be codified as S9.08.01., and to +S10.01. as S10.01.01. A bylaw under a required provision would not carry the dagger "+" that designates a required constitutional provision.
c. Continuing resolutions also are codified by three sets of numbers, except that the third set is preceded by a capital letter. Thus, a continuing resolution might be numbered +S6. to designate the chapter; +S6.04. to designate the subject matter within the chapter; and the third set might be numbered B.09. in the codification +S6.04.B09. to indicate by the "B" that is the second continuing resolution regarding that subject and by the "09" that it was adopted in 2009.

Types of constitutional provisions

Three types of constitutional provisions are found within each synod's constitution.

1. Required provisions are designated by a dagger "+." Such required provisions:
   a. May only be adopted or amended by the Churchwide Assembly;
   b. May not be altered or amended by the Synod Assembly; and
   c. Are to be introduced "at once" into the synod's constitution upon notification of the amendment or adoption of the provision (+S18.11.)
2. Recommended provisions are provided in this Constitution the Constitution for Synods, as approved by the Churchwide Assembly. Such recommended provisions may be adopted by majority vote at one meeting of the Synod Assembly (+S18.12.).
3. Other provisions may be initiated in and adopted by each respective synod (+S18.13.) but such provisions may not conflict with required constitutional provisions or with Churchwide constitutional provisions and bylaws. Synodical constitutional amendments become effective upon ratification by the Church Council or Churchwide Assembly.

## Chapter 1.
## NAME AND INCORPORATION

+S1.01. The name of this synod, as determined by the Churchwide Assembly, shall be Central/ Southern Illinois Synod of the Evangelical Lutheran Church in America.

+S1.02. For the purposes of this constitution and the accompanying by-laws, the Central/Southern Illinois Synod of the Evangelical Lutheran Church in America is hereafter designated as "this synod" or "the synod."

+S1.11. This synod shall be incorporated. Amendments to the articles of incorporation of this synod shall be submitted to the Church Council for ratification before filing.

S1.11.01. Place of incorporation and location of office. This synod shall be incorporated under the laws of the State of Illinois and its office shall be located in Springfield, Illinois, or elsewhere in the territory of this synod as the Synod Assembly may from time to time determine.

+S1.21. The seal of this synod is the following impression: The seal of this synod shall be in the form of a circle and shall have inscribed thereon “Central/Southern Illinois Synod of the ELCA” and the words, “Corporate Seal, Illinois”.

## Chapter 2.
## STATUS

+S2.01. This synod possesses the powers conferred upon it, and accepts the duties and responsibilities assigned to it, in the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*, which are recognized as having governing force in the life of this synod.

+S2.02. The name Evangelical Lutheran Church in America (ELCA or “this church”) as used herein refers in general references to this whole church, including its three expressions: congregations, synods, and the churchwide organization. The name Evangelical Lutheran Church in America is also the name of the corporation of the churchwide organization to which specific references may be made herein.

+S2.03. No provision of this constitution shall be inconsistent with the constitution and bylaws of this church.

## Chapter 3.
## TERRITORY

+S3.01. The territory of this synod, as determined by the Churchwide Assembly, shall be the counties of Adams, Alexander, Bond, Brown, Calhoun, Cass, Champaign, Christian, Clark, Clay, Clinton, Coles, Crawford, Cumberland, DeWitt, Douglas, Edgar, Edwards, Effingham, Fayette, Ford, Franklin, Fulton, Gallatin, Greene, Hamilton, Hancock, Hardin, Iroquois, Jackson, Jasper, Jefferson, Jersey, Johnson, Kankakee, Lawrence, Livingston, Logan, McDonough, McLean, Macon, Macoupin, Madison, Marion, Marshall, Mason, Massac, Menard, Monroe, Montgomery, Morgan, Moultrie, Peoria, Perry, Piatt, Pike, Pope, Pulaski, Randolph, Richland, St. Clair, Saline, Sangamon, Schuyler, Scott, Shelby, Stark, Tazewell, Union, Vermilion, Wabash, Washington, Wayne, White, Williamson, Woodford in the State of ILLINOIS, to be consistent with ELCA 10.01.

S3.01.01. Synod membership – deletions from territory. The following ELCA congregations, located within the geographic territory of this synod as defined in the Constitution of this synod, shall not be included in the territory of this synod:
a. (Name and location of congregation.)

S3.01.02. Synod membership – additions to territory. The following ELCA congregations, located outside the geographic territory of this synod as defined in the Constitution of the synod, shall be included as members of this synod:
a. (Name and location of congregation.)

+S3.02 "Determined by the Churchwide Assembly" as stipulated by +3.01, is understood to include the reported changes in synod relationship made by any congregation in a border area agreed under ELCA bylaws 10.01.01. and 10.01.03.

# Chapter 4.
# CONFESSION OF FAITH

+S4.01. This synod confesses the Triune God, Father, Son, and Holy Spirit.

+S4.02. This synod confesses Jesus Christ as Lord and Savior and the Gospel as the power of God for the Salvation of all who believe.
a. Jesus Christ is the Word of God incarnate, through whom everything was made and through whose life, death, and resurrection God fashions a new creation.
b. The proclamation of God's message to us as both Law and Gospel is the Word of God, revealing judgment and mercy through word and deed, beginning with the Word in creation, continuing in the history of Israel, and centering in all its fullness in the person and work of Jesus Christ.
c. The canonical Scriptures of the Old and New Testaments are the written Word of God. Inspired by God's Spirit speaking through their authors, they record and announce God's revelation centering in Jesus Christ. Through them God's Spirit speaks to us to create and sustain Christian faith and fellowship for service in the world.

+S4.03. This synod accepts the canonical Scriptures of the Old and New Testaments as the inspired Word of God and the authoritative source and norm of its proclamation, faith, and life.

+S4.04. This synod accepts the Apostles', Nicene, and Athanasian Creeds as true declarations of the faith of this synod.

+S4.05. This synod accepts the Unaltered Augsburg Confession as a true witness to the Gospel, acknowledging as one with it in faith and doctrine all churches that likewise accept the teachings of the Unaltered Augsburg Confession.

+S4.06. This synod accepts the other confessional writings in the Book of Concord, namely, the Apology of the Augsburg Confession, the Smalcald Articles and the Treatise, the Small Catechism, the Large Catechism, and the Formula of Concord, as further valid interpretations of the faith of the Church.

+S4.07. This synod confesses the Gospel, recorded in the Holy Scriptures and confessed in the ecumenical creeds and Lutheran confessional writings, as the power of God to create and sustain the Church for God's mission in the world.

## Chapter 5.
## NATURE OF THE CHURCH

+S5.01. All power in the Church belongs to our Lord Jesus Christ, its head. All actions of this synod are to be carried out under His rule and authority.

+S5.02. This church confesses the one, holy, catholic, and apostolic Church and is resolved to serve Christian Unity throughout the world.

+S5.03. The Church exists both as an inclusive fellowship and as local congregations gathered for worship and Christian service. Congregations find their fulfillment in the universal community of the Church, and the universal Church exists in and through congregations. This church, therefore, derives its character and powers both from the sanction and representation of its congregations and from its inherent nature as an expression of the broader fellowship of the faithful. In length, it acknowledges itself to be in the historic continuity of the communion of saints; in breadth, it expresses the fellowship of believers and congregations in our day.

+S5.04. This church, inspired and led by the Holy Spirit, participates in The Lutheran World Federation as a global communion of churches, engaging in faithful witness to the gospel of Jesus Christ and in service for the sake of God's mission in the world.

## Chapter 6.
## STATEMENT OF PURPOSE

+S6.01. The Church is a people created by God in Christ, empowered by the Holy Spirit, called and sent to bear witness to God's creative, redeeming, and sanctifying activity in the world.

+S6.02. To participate in God's mission, this synod as a part of the Church shall:

a. Proclaim God's saving Gospel of justification by grace for Christ's sake through faith alone, according to the apostolic witness in the Holy Scripture, preserving and transmitting the Gospel faithfully to future generations.
b. Carry out Christ's Great Commission by reaching out to all people to bring them to faith in Christ and by doing all ministry with a global awareness consistent with the understanding of God as Creator, Redeemer, and Sanctifier of all.
c. Serve in response to God's love to meet human needs, caring for the sick and the aged, advocating dignity, justice, and equity for all people, working for peace and reconciliation among the nations, caring for the marginalized, embracing and welcoming racially and ethnically diverse populations, and standing in solidarity with the poor and oppressed and committing itself to their needs.
d. Worship God in proclamation of the word and administration of the sacraments and through lives of prayer, praise, thanksgiving, witness, and service.
e. Nurture its members in the Word of God so as to grow in faith and hope and love, to see daily life as the primary setting for the exercise of their Christian calling, and to use the gifts of the Spirit for their life together and for their calling in the world.
f. Manifest the unity given to the people of God by living together in the love of Christ and by joining with other Christians in prayer and action to express and preserve the unity which the Spirit gives.

+S6.03 This synod, in cooperation with the churchwide organization, shall bear primary responsibility for the oversight of the life and mission of this church in its territory. In fulfillment of this role and consistent with policies and procedures of this church, the synod shall:

a. Provide for pastoral care of congregations and rostered ministers in the synod;
b. Plan for, facilitate, and nurture the mission of this church through congregations;

c. Strengthen interdependent relationships among congregations, synods, and the churchwide organization, and foster relationships with agencies and institutions affiliated with or related to this church as well as ecumenical partners.
d. Interpret the work of this church to congregations and to the public on the territory of the synod.

+S6.03.01. The responsibilities of the synod include the following:
a. providing for pastoral care of congregations, ministers of Word and Sacrament, and ministers of Word and Service, in the synod, including:
   1) approving candidates for rostered ministry in cooperation with the appropriate seminaries of this church, which may be done through multi-synod committees;
   2) authorizing ordinations and ordaining rostered ministers on behalf of this church;
   3) consulting in the call process for rostered ministers.
b. providing for leadership recruitment, preparation, and support in accordance with churchwide standards and policies, including:
   1) nurturing and supporting congregations and lay leaders;
   2) seeking and recruiting qualified candidates for the rostered ministries of this church;
   3) making provision for pastoral care, call review, and guidance;
   4) encouraging and supporting persons on the rosters of this church in stewardship of their abilities, care of self, and pursuit of continuing education to undergird their effectiveness of service; and
   5) supporting recruitment of leaders for this church's colleges, universities, seminaries, and social ministry organizations.
c. providing for discipline of congregations, ministers of Word and Sacrament, and; ministers of Word and Service; as well as for termination of call, appointment, adjudication, and appeals consistent with Chapter 20 of this church's constitution.
d. providing for archives in conjunction with other synods.

+S6.03.02. In planning for, facilitating, and nurturing the mission of this church through congregations, the responsibilities of the synod include the following:
a. developing of new ministries, redevelopment of existing ministries, and support and assistance in the conclusion, if necessary, of a particular ministry;
b. leading and encouraging of congregations in their evangelism efforts;
c. assisting members of its congregations in carrying out their ministries in the world;
d. encouraging congregations to respond to human need, work for justice and peace, care for the sick and the suffering, and participate responsibly in society;
e. providing resources for congregational life;
f. grouping congregations in conferences, clusters, coalitions, or other area subdivisions for mission purposes.

+S6.03.03. In strengthening interdependent relationships among congregations, synods, and the churchwide organization, and in fostering relationships with agencies and institutions affiliated with or related to this church as well as with ecumenical partners, the responsibilities of the synod include the following:
a. promoting interdependent relationships among congregations, synods, and the churchwide organization, and entering into relationships with other synods in the region;
b. fostering organizations for youth, women, and men, and organizations for language or ethnic communities;
c. developing relationships with social ministry organizations and ministries, participating in their mission planning, and providing supportive funding;
d. supporting relationships with and providing supportive funding on behalf of colleges, universities, and campus ministries;
e. maintaining relationships with and providing supportive funding on behalf of seminaries and continuing education centers;
f. fostering supporting relationships with camps and other outdoor ministries;

g. fostering supporting relationships with preschools, elementary schools, and secondary schools operated by congregations of the synod;
h. fostering relationships with ecumenical and global companions;
i. cooperating with other synods and the churchwide organization in creating, using, and supporting regions to carry out those functions of the synod which can best be done cooperatively with other synods and the churchwide organization.

+S6.03.04. In interpreting the work of this church on the territory of the synod, the responsibilities of the synod include the following:
a. encouraging financial support for the work of this church by individuals and congregations;
b. participating in churchwide programs;
c. interpreting social statements in a manner consistent with the interpretation given by the churchwide unit or office which assisted in the development of the statement, and suggestion of social study issues;
d. providing ecumenical guidance and encouragement.

S6.03.05. Definition of related or affiliated organization. An organization that is related to or affiliated with this synod has a status of relationship or affiliation arising either by action of the ELCA binding upon both the organization and this synod or by mutual actions of the organization's governing body and the Synod Assembly.

S6.03.62. Characteristics of a related or affiliated organization. An organization related to or affiliated with this synod is characterized by the following:
a. It is of a kind described in provisions 8.31. (seminaries of this church), 8.32. (colleges and universities related to this church), 8.33. (institutions and agencies related to this church that minister to people) or 8.41. (inter-church agencies, institutions and councils) of the ELCA Constitution.
b. It is eligible to receive partnership funding or other support from this synod.
c. It is not under the control of this synod, and this synod has no liability for it with reference to any other individual or organization.
d. Its governing body has representation from this synod provided by persons who are elected, appointed or ratified for that purpose by the Synod Assembly or Synod Council.
e. It furnishes this synod with regular periodic reports covering its work and activities which are pertinent to its status of relationship or affiliation.

+S6.04. Except as otherwise provided in this Constitution and By-laws, the Synod Council shall establish processes that will ensure that at least 60% of the members of the synod's assemblies, councils, committees, boards, and other organizational units shall be laypersons; and that, as nearly as possible, at least 45% of the lay members of assemblies, councils, committee boards, or other organizational units shall be woman and, as nearly as possible, at least 45% shall be men; and that, where possible the representation of rostered ministers shall include both men and women. This synod shall establish processes that will enable it to reach a minimum goal that 10% of its assemblies, councils, committees, boards, or other organizational units be persons of color and/or persons whose primary language is other than English.

+S6.04.01. It is the goal of this synod that at least 10% of the membership of the voting members of the Synod Assembly, Synod Council, committees, and organizational units of this synod be youth and young adults. The Synod Council shall establish a plan for implementing this goal. For purposes of the constitution, bylaws, and continuing resolutions of this synod, the term “youth’ means a voting member of a congregation who has not reached the age of 18 at the time of election or appointment for service. The term “young adult” means a voting member of a congregation between the ages of 18 and 30 at the time of election or appointment for service.

S6.04.03. Definitions. For purposes of implementing S6.04. of the Constitution of this synod, these definitions shall apply:

a. Persons of color - this phrase means and includes Black, Hispanic (other than white), Asian-Pacific and Native American persons.
b. Persons whose primary language is other than English - this phrase means and includes persons who communicate in English, but customarily use another language for worship or at home or work.
c. For membership criteria purposes - a retired or ordained minister shall be considered a member of the clergy.

S6.04.04. Application of the S6.04. criteria numerically. If any criterion of S6.04. of the Constitution of this synod results in one or more fractional numbers for any portion of membership of the Synod Council or a committee of this synod, the smallest of such fractional numbers may be rounded up or down to the next whole number, and such whole number and corresponding adjustments, up or down, from fractional to whole numbers for other portions of the membership properly expresses such criteria. The S6.04. criteria shall not change the total number of members specified in or pursuant to the by-laws for the Synod Council or for a committee of this synod. The S6.04. criteria shall not be numerically applied to a committee or other body which consists of Synod Council members only, has fewer than five (5) members, or is a committee, subcommittee or working group whereof the members are selected only from one or several committees of the synod which meet the S6.04. criteria.

S6.04.05. Application of the S6.04. criteria to the Synod Assembly. Implementation of S6.04. of the Constitution of this synod with reference to the voting members of the Synod Assembly shall include these processes:

a. Prior to Synod Assembly meetings:
    1) The Synod Council shall determine the voting membership formula with revisions as may from time to time be necessary in compliance with S6.04. and S7.21. of the Constitution of this synod.
    2) Synod personnel responsible for the arrangement and administration of Synod Assembly meetings shall publicize the voting membership formula, including notice of its requirements to each congregation.
b. The Synod Assembly shall not seat as a voting member any person who does not meet an applicable requirement of the voting membership formula.
c. Prior to each Synod Assembly meeting the Synod Council shall file a current written description of the voting membership formula in the Appendix to these By-laws.

S6.04.06. Application of the S6.04. criteria to the Synod Council and committees of this synod. Implementation of S6.04. of the Constitution of this Synod with reference to the Synod Council and committees of this synod, shall include these processes:

a. Prior to Synod Assembly meetings at which elections for Synod Council and synod committee positions are held, the nominating committee shall:
    1) Determine and specify each such position in compliance with S6.04. of the Constitution of this synod and related by-laws, and
    2) Ascertain pertinent personal information about prospective nominees and slate for each position those nominees whose qualifications meet the specifications for that position.
b. The Synod Assembly shall require all floor nominations for a position for which a specification applies to include only prospective nominees who meet that specification, and shall decline to entertain a nomination if the personal qualifications of the prospective nominee do not meet the specifications for that position.

+S6.05. Each assembly, council, committee, board, commission, task force, or other body of this synod or any synod units shall be conclusively presumed to have been properly constituted, and neither the method of selection nor the composition of any such assembly, council, committee, board, commission, task force, or other body may be challenged in a

court of law by any person or be used as the basis of a challenge in a court of law to the validity or effect of any action taken or authorized by any such assembly, council, committee, board, commission, task force, or other body.

+S6.06. References herein to the nature of the relationship between the three expressions of this church—congregations, synods, and the churchwide organization—as being interdependent or as being in a partnership relationship describe the mutual responsibility of these expressions in God's mission and the fulfillment of the purposes of this church as described in this chapter, and do not imply or describe the creation of partnerships, co-ventures, agencies, or other legal relationships recognized in civil law.

## CHAPTER 7.
## SYNOD ASSEMBLY

+S7.01. This synod shall have a Synod Assembly, which shall be its highest legislative authority. The powers of the Synod Assembly are limited only by the provisions in the Articles of Incorporation, this constitution and bylaws, the assembly's own resolutions, and the constitutions and bylaws of the Evangelical Lutheran Church in America.

S7.01.01. Synod Assembly Committees and Officials. The Synod Assembly shall have committees and officials as provided in this section. A majority of the members of each assembly committee shall be Assembly Voting Members, except where otherwise provided in these by-laws.

a. Committee on Reference and Counsel. The Synod Council shall appoint a committee of reference and counsel, consisting of at least five (5) members. The functions and responsibilities of the committee are to review and advise the Synod Assembly and the bishop, or other presiding officer, with respect to proposed changes or additions to the Constitution and By-laws, all resolutions including memorials, and other items submitted to the Synod Assembly which are not germane to items in the stated agenda of an assembly meeting.
b. Synod Assembly officials and other committees. Other officials and committees of the Synod Assembly (such as convention manager, parliamentarian, sergeant at arms, credentials committee, resolutions committee, and committee on minutes), as deemed necessary by the bishop or the Synod Council, may be appointed by the bishop with the advice of the Synod Council. The specific functions and responsibilities of each such official and committee shall be described in writing before appointment is made.
c. Special meetings of Synod Assembly. The officials and committees for special meetings of the Synod Assembly may be the same as those for the regular Synod Assembly meeting immediately preceding it.
d. Accountability. Officials and committees of the Synod Assembly are accountable to the bishop and to the Synod Assembly for due performance of their functions and responsibilities.

+S7.11. A regular meeting of the Synod Assembly shall be held at least triennially.

S7.11.01. The time and place of the Central/Southern Illinois Synod Assembly shall be determined by the Synod Council. The time and place for the next regular assembly normally shall be announced eleven months prior to the assembly.

S7.11.02. Frequency, time-of-year and place of Synod Assembly meetings. Regular meetings of the Synod Assembly shall be held annually, normally during either the month of May or June each year, at a convenient place on the territory of the synod selected by the Synod Council.

S7.11.03. Designation of Synod Assembly meetings. Regular meetings of the Synod Assembly, beginning with the first meeting after the constituting Convention, are to be designated

numerically in consecutive order. Special meetings of the Synod Assembly are to be designated numerically in consecutive order with reference to the preceding regular meeting of the Synod Assembly.

S7.11.04. Report to Synod Assembly. Prior to each regular meeting of the Synod Assembly, the secretary shall prepare an Assembly Report. The report shall include the proposed agenda for the meeting, minutes of the preceding regular meeting of the Synod Assembly and of any special meetings of the Synod Assembly held following the preceding regular meeting, current reports of the bishop, the Synod Council, related and affiliated organizations, committees of the synod and conference deans and such other information as may be germane to the meeting. For meetings at which elections are held or a proposed budget is presented, the Synod Assembly report shall also include information concerning the elections and budget.

S7.11.05. Arrangements for Synod Assembly meetings.

a. The arrangements for agenda, program and worship at either regular or special meetings of the Synod Assembly shall be proposed by the bishop and approved by the Synod Council.
b. At least fifteen (15) days prior to each regular meeting of the Synod Assembly, the secretary shall distribute the proposed agenda for the Assembly meeting, minutes of the preceding regular meeting of the Synod Assembly and of any special meetings of the Synod Assembly held following the preceding regular meeting and current reports of the bishop and Synod Council to each congregation and to each voting member. All other portions of the Synod Assembly report shall be distributed to each congregation and to each voting member (upon request made in advance of the meeting) or if no request is made then on the first day of the meeting.
c. All resolutions including memorials, shall be submitted to the synod secretary no later than thirty (30) days before the Synod Assembly meeting. The synod secretary shall refer such resolutions to the Reference and Counsel Committee. Such resolutions shall be distributed to each congregation and to each voting member with the final distribution prior to the Synod Assembly meeting.
d. Each congregation shall be responsible for payment of the expenses of its voting members to each regular meeting of the Synod Assembly, including but not limited to costs of travel, housing, meals and registration.

S7.12. Special meetings of the Synod Assembly may be called by the bishop with the consent of the Synod Council, and shall be called by the bishop at the request of one-fifth of the member congregations of the Synod Assembly, or by the action of any two synod conferences.

a. The notice of each special meeting shall define the purpose for which it is to be held. The scope of actions to be taken at such a special meeting shall be limited to the subject matter(s) described in the notice.
b. If the special meeting of the Synod Assembly is for the purpose of electing a successor bishop because of death, resignation, or inability to serve, the special meeting may be called by the Synod Council, in consultation with the bishop of the ELCA, by at least a two-thirds majority ballot vote of the Synod Council members present and voting.

S7.12.01. Arrangements for special meetings of the Synod Assembly.

a. At least fifteen (15) days prior to each special meeting of the Synod Assembly, the secretary shall distribute in writing to each congregation and to each voting member such information as may reasonably inform them of the purposes and issues of the special meeting.
b. The allocation of the expenses for voting members to special meetings of the Synod Assembly shall be determined in advance by the Synod Council.

S7.13. Notice of time and place of Synod Assembly meetings. Notice of the time and place of all meetings of the Synod Assembly shall be given by the secretary of this synod, in accordance with the by-laws.

S7.13.01. Notice of time and place of Synod Assembly meetings.

a. The secretary of the synod shall publish the time and place of each regular meeting of the Synod Assembly at least sixty (60) days in advance of the opening date of the assembly and shall furnish similar notice to each congregation or other group entitled to be represented by voting members at the assembly.
b. The secretary of the synod shall furnish written notice of a special meeting of the Synod Assembly to all congregations and other organizations entitled to be represented by voting members to said assembly immediately upon the issuance of the call of said special meeting and shall publish the time and place of said special meeting at least fifteen (15) days prior to the opening date of the special meeting.

S7.14. One-half (1/2) of members of the Synod Assembly who are registered and signed in for the Synod Assembly shall constitute a quorum.

+S7.21. The membership of the Synod Assembly, of which at least 60% of the voting membership shall be composed of lay persons, shall be constituted as follows:

a. All rostered ministers under call on the roster of this synod shall be voting members of the Synod Assembly.
b. A minimum of one lay member elected by each congregation with fewer than 175 baptized members and a minimum of two lay members elected by each congregation with 175 or more baptized members related to this synod, typically one of whom shall be a man and one of whom shall be a woman, shall be voting members. The Synod Council shall establish a formula to provide additional lay representation from congregations on the basis of the number of baptized members in the congregation. The Synod Council shall seek to ensure that, as nearly as possible, at least 45% of the lay members of the assembly shall be woman and, as nearly as possible, at least 45 % shall be men.
c. Voting membership shall include the officers of this synod.

S7.21.01. Voting members shall begin serving with the opening of a regular Synod Assembly and shall continue serving until the opening of the next regular Synod Assembly.

+S7.21.02 In addition to the minimum number of lay delegates to synod assemblies, the congregation may include as a voting member at Synod Assembly, a youth or young adult age 21 or below who is a voting member of the congregation. If a special Synod Assembly is called and voting members at the previous assembly are unable to serve as voting members, where permitted by state law, the congregation through the Congregation Council may elect new members who shall continue to serve until the next regular Synod Assembly.

S7.22. This synod may establish processes that permit retired rostered ministers or those granted disability status, or on leave from call, on the roster of the synod to serve as voting members of the Synod Assembly, provided that such processes not result in fewer than 60% of the voting members of the Synod Assembly being laypersons in contravention of †S7.21. If the synod does not establish processes to permit the rostered ministers specified above to serve as voting members, they shall have voice but not vote in the meetings of the Synod Assembly.

S7.22.01. All retired ministers of Word and Sacrament on the roster of this synod in attendance at the Synod Assembly shall have voice and vote at the Synod Assembly.

S7.22.02 All retired ministers of Word and Service on the roster of this synod in attendance at the Synod Assembly shall have voice and vote at the Synod Assembly.

S7.23. The presiding bishop of the Evangelical Lutheran Church in America and such other official representatives may be designated by the presiding bishop, shall have voice but not vote in the meetings of the Synod Assembly. Like privileges shall be accorded to those additional persons whom the Synod Assembly or the Synod Council shall from time to time designate.

S7.24. Ministers under call on the rosters of this synod shall remain as members of the Synod Assembly so long as they remain under call and so long as their names appear on the rosters of this synod. Lay members of the Synod Assembly representing congregations shall continue as such until the opening of the next regular synod assembly, or unless replaced by the election of new members for a special synod assembly, or until they have been disqualified by termination of congregation membership.

+S7.25. Except as otherwise provided in this constitution or in the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America,* each voting member of the Synod Assembly shall be a voting member of a congregation of this synod.

S7.26. This synod may establish processes through the Synod Council that permit lay representatives of authorized worshiping communities of the synod, which have been authorized under ELCA bylaw 10.01.04., to serve as voting members of the Synod Assembly, consistent with †S7.21.

S7.27. This synod may establish processes through the Synod Council to grant a minister of Word and Sacrament from a church body with which a relationship of full communion has been declared and established by the Churchwide Assembly the privilege of both voice and vote in the Synod Assembly during the period of that minister's service in a congregation of this church.

S7.28. Duly elected voting members of the Synod Council who are not otherwise voting members of the Synod Assembly under +S7.21. shall be granted the privilege of both voice and vote as members of the Synod Assembly.

+S7.31. Proxy and absentee voting shall not be permitted in the transaction of any business of this Synod Assembly.

S7.32. Robert's Rules of Order, latest edition, shall govern parliamentary procedure of the Synod Assembly, unless otherwise ordered by the assembly.

S7.33. "Ex Officio" as used herein means membership with full rights of voice and vote unless otherwise expressly limited.

# CHAPTER 8.
# OFFICERS

+S8.01. The officers of this synod shall be a bishop, a vice-president, a secretary, and a treasurer.

**S8.10. The Bishop**

+S8.11. The bishop shall be elected by the Synod Assembly. The bishop shall be a minister of Word and Sacrament of the Evangelical Lutheran Church in America.

S8.11.01. When authorized by the Synod Council in order to address special circumstances, the synod bishop may be compensated as an employee or contractor for specified services to another expression of this church. Such an arrangement may be terminated by the Synod Assembly or Synod Council if determined to be detrimental to the function of the office or if the special circumstances no longer apply.

+S8.12. As this synod's pastor, the bishop shall:

a. Preach, teach, and administer the Sacraments in accord with the Confession of Faith of this church.

b. Have primary responsibility for the ministry of Word and Sacrament in this synod and its congregations, providing pastoral care and leadership for this synod, its congregations, its ministers of Word and Sacrament, and its ministers of Word and Service.

c. Exercise solely this church's power to ordain (or provide for the ordination by another synodical bishop) of approved candidates who have received and accepted a properly issued, duly attested letter of call for the office of ministry of Word and Sacrament (and as provided in the bylaws of the Evangelical Lutheran Church in America).

d. Ordain (or provide for the ordination of) approved candidates who have received and accepted a properly issued, duly attested letter of call for service as ministers of Word and Service of this church.

e. Attest letters of call for persons called to serve congregations in the synod, letters of call for persons called by the Synod Council, and letters of call for persons on the rosters of this synod called by the Church Council.

f. Install (or provide for the installation of) rostered ministers whose calls the bishop has attested.

g. Exercise leadership in the mission of this church and in so doing:
   1) Interpret and advocate the mission and theology of the whole church;
   2) Lead in fostering support for and commitment to the mission of this church within this synod;
   3) Coordinate the use of the resources available to this synod as it seeks to promote the health of this church's life and witness in the areas served by this synod;
   4) Submit a report to each regular meeting of the Synod Assembly concerning the synod's life and work; and
   5) Advise and counsel this synod's related institutions and organizations.

h. Practice leadership in strengthening the unity of the Church and in so doing:
   1) Exercise oversight of the preaching, teaching, and administration of the sacraments within this synod in accord with the Confession of Faith of this church;
   2) Be responsible for administering the constitutionally established processes for the resolution of controversies and for the discipline of rostered ministers and congregations of this synod;
   3) Be the chief ecumenical officer of this synod;
   4) Be a member of the Conference of Bishops and consult regularly with other synodical bishops;
   5) Foster awareness of other churches throughout the Lutheran world communion and, where appropriate, engage in contact with leaders of those churches;
   6) Cultivate communion in faith and mission with appropriate Christian judicatory leaders functioning within the territory of this synod; and
   7) Be *ex officio* a member of the Churchwide Assembly.

i. Oversee and administer the work of this synod and in so doing:
   1) Serve as the president of the synod corporation and be the chief executive and administrative officer of this synod, who is authorized and empowered, in the name of this synod, to sign deeds or other instruments and to affix the seal of this synod;
   2) Preside at all meetings of the Synod Assembly and provide for the preparation of the agenda for the Synod Assembly, Synod Council, and the council's Executive Committee;
   3) Ensure that the constitution and bylaws of the synod and of the churchwide organization are duly observed within this synod, and that the actions of the synod in conformity therewith are carried into effect;
   4) Direct and guide the work of the other officers;
   5) Exercise supervision over the work of all synod staff members;
   6) Appoint all committees for which provision is not otherwise made;
   7) Be a member of all committees and any other organizational units of the synod, except as otherwise provided in this constitution;

8) Provide for preparation and maintenance of synod containing the names and addresses of all rostered ministers of this synod and a record of the calls under which they are serving or the date on which their retired or disability status took effect.
9) Annually bring to the attention of the Synod Council the names of all rostered ministers on leave from call or engaged in approved graduate study in conformity with the constitution and bylaws of this church and pursuant to prior action of this synod through the Synod Council;
10) Provide for prompt reporting to the secretary of this church of:
    a) additions to and subtractions from the rosters of this synod;
    b) the issuance of certificates of transfer for rostered ministers in good standing who have received and accepted a properly issued, duly attested, regular letter of call under the jurisdiction of another synod; and
    c) the entrance of the names of such persons for whom proper certificates of transfer have been received;
11) Provide for preparation and maintenance of a roster of the congregations of this synod and the names of the laypersons who have been elected to represent them; and
12) Appoint a statistician of the synod, who shall secure the reports of the congregations and make the reports available to the secretary of this church for collation, analysis, and distribution of the statistical summaries to this synod and the other synods of this church.

+S8.13. The synod bishop may appoint an attorney, admitted to the bar within the territory of the synod or the state where the synod is located, to be Synod Attorney. The appointment must be approved by the Synod Council and reported to the Synod Assembly and to the secretary of this church. The appointment continues until resignation or until a successor is appointed. The Synod Attorney provides legal advice and counsel to the synod officers and the Synod Council. The Synod Attorney is expected to be familiar with the governing documents and policies of the synod and, as necessary, to attend meetings of the Synod Council. The Synod Attorney serves without salary but may be retained and compensated for specific legal services requested by the synod.

S8.14. The synod bishop may have such assistants as this synod shall from time to time authorize in the by-laws.

S8.14.01. Assistants to the Bishop. After consultation with and upon recommendation of the bishop, the Synod Council may call or employ one or more, persons to serve as assistants to the bishop in the work of this synod. These assistants may be ordained ministers or lay persons. They shall be employees of the synod and perform such work assignments as may be designated by the bishop. Each assistant who is an ordained minister, as called, shall be on the roster of ordained ministers of this synod and shall serve an initial term call of not more than six years and each assistant who is a lay person shall reside on the territory of the synod and shall be employed for an initial period of not more than six years, provided that no period of call or employment shall extend beyond the then remaining term of office of the bishop. After the Synod Council receives the bishop's recommendations, the term of each ordained assistant's call or period of each lay assistant's employment, and the salary, emoluments and other remuneration to be received by each assistant shall be determined by the Synod Council and included in the provisions of the call or letter of employment. If the bishop so recommends, any assistant may serve successive calls or periods of employment as determined by the Synod Council, but the term of any successive call or length of any successive period of employment shall be not more than six years. If the office of bishop becomes vacant, each assistant shall resign effective as of the date when the successor bishop takes office.

S8.14.02. Support staff. The bishop may employ such support staff members as are consistent with the needs of the synod and the fiscal limitations of the synod budget.

+S8.15. The presiding bishop of this church, or the appointee of the bishop, shall install into office, in accord with the policy and approved rite of this church, each newly elected synod bishop.

+S8.16 Conflicts of Interest.

+S8.16.01. The following procedures shall govern matters of potential conflicts of interest for synod bishops:

a. Whenever a synod bishop determines that a matter of the kind described in †S8.16.01.b. may require the bishop's determination or action with respect to a related individual as defined in †S8.16.01.c., the synod bishop shall withdraw from personal involvement in such matter and shall so notify the presiding bishop. The presiding bishop shall then appoint another synod bishop from the same region to handle the matter to conclusion. In dealing with such matter, the appointed bishop shall exercise all of the functions and authority to the same extent as if the appointed bishop were the elected bishop of the withdrawing bishop's synod.
b. Matters include any proceedings under Chapter 20, proceedings under provisions 7.46. and 7.75. of the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America* (†S14.18. and †S14.43.), candidacy, reinstatement, and similar matters where determinations or actions by the synod bishop could change, limit, restrict, approve, authorize, or deny the related individual's ministry on one of the official rosters of this church.
c. A related individual is one who, with respect to the synod bishop, is a spouse, parent, son, daughter, sibling, uncle, aunt, niece, nephew, grandparent, grandchild, including corresponding members of blended families and in-laws (parent, son, daughter, or sibling of a spouse, spouse of a sibling, or the parent or sibling of the spouse of a sibling).

**S8.20. Vice-President**

+S8.21. The vice-president shall be elected by the Synod Assembly. The vice-president shall be a layperson. The vice-president shall be a voting member of a congregation of this synod. The vice-president shall not receive a salary for the performance of the duties of the office.

S8.22. The vice-president shall chair the Synod Council.

**S8.30. Secretary**

+S8.31. The secretary shall be elected by the Synod Assembly. The secretary shall be a voting member of a congregation of this synod. The secretary may be either a layperson or a rostered minister.

+S8.32. The secretary shall:

a. Keep the minutes of all meetings of the Synod Assembly and Synod Council, be responsible for distribution of such minutes, and perform such other duties as this synod may from time to time direct.
b. Be authorized and empowered, in the name of this synod, to attest all instruments which require the same, and which are signed and sealed by the bishop.
c. In consultation with the bishop, classify and arrange all important papers and documents and deposit them in the archives of this synod.
d. Submit to the secretary of this church at least nine (9) months before each regular Churchwide Assembly a certified list of the voting members elected by the Synod Assembly.

**S8.40. Treasurer**

+S8.41. The treasurer shall be elected by the Synod Assembly or may be appointed by the Synod Council. The treasurer shall be a voting member of a congregation of this synod. The treasurer may be either a layperson or a rostered minister.

S8.42. The treasurer shall provide and be accountable for:

a. Management of the monies and accounts of this synod, its deeds, mortgages, contracts, evidences of claims and revenues, and trust funds, holding the same at all times subject to the order of this synod.
b. Investment of funds upon the authorization of the Synod Council.
c. Receipt and acknowledgement of offerings, contributions, and bequests made to this synod, collecting interest and income from its invested funds, and paying regular appropriations and orders of the several accounts as approved and directed by the Synod Council. The treasurer shall transmit each month to the treasurer of the Evangelical Lutheran Church in America the funds received by this synod for the general work of this church.
d. Maintenance of a regular account with each congregation of the synod and informing the congregation, at least quarterly, of the status of this account.
e. Rendering at each regular meeting of the Synod Assembly a full, detailed, and duly audited report of receipts and disbursements in the several accounts of this Synod for the preceding fiscal year, together with the tabulation, for record and publication in the minutes, of the contributions from the congregations.

+S8.51. The terms of the officers of this synod shall be as follows:

a. The bishop of this synod shall be elected to a term of six years and may be re-elected.
b. The vice president and secretary of this synod shall be elected to a term of four (4) years and may be re-elected. The officer shall serve until a successor takes office.
c. The treasurer of this synod shall be elected to a term of four (4) years and may be re-elected. The treasurer shall serve until a successor takes office.

+S8.52 The terms of the officers shall begin on the first day of the third month following election or, in special circumstances, at a time designated by the Synod Council.

+S8.53. Each officer shall be a voting member of a congregation of this synod, except that the bishop need not be a member of a congregation of this synod at the time of election.

+S8.54. Should the bishop die, resign, or be unable to serve, the vice-president after consultation with the presiding bishop of the Evangelical Lutheran Church in America, shall convene the Synod Council to arrange for the appropriate care of the responsibilities of the bishop until an election of a new bishop can be held or, in the course of temporary disability, until the bishop is able to serve again. Such arrangements may include the appointment by the Synod Council of an interim bishop, who during the vacancy or period of disability shall possess all of the powers and authority of a regularly elected bishop. The term of the successor bishop, elected by the next Synod Assembly or a special meeting of the Synod Assembly called for the purpose of election, shall be six (6) years, with the subsequent election to take place at the Synod Assembly closest to the expiration of such a term and with the starting date of the successor term to be governed by constitutional provision S8.52.

S8.55. Should the vice-president, secretary or treasurer die, resign, or be unable to serve, the bishop, with the approval of the Executive Committee of the Synod Council, shall arrange for the appropriate care of the responsibilities of the officer until an election of a new officer can be held or, in the case of temporary disability, until the officer is able to serve again. The term of successor officer, elected by the next Synod Assembly, shall be four (4) years.

+S8.56. The Executive Committee of the Synod Council shall determine whether an officer is unable to serve; the officer may appeal the decision of the Executive Committee by

requesting a hearing before the Synod Council. A meeting to determine the ability of an officer to serve shall be called upon the request of at least three members of the Executive Committee and prior written notice of the meeting shall be given to the officer in question at least ten (10) calendar days prior to the meeting.

+S8.57 The recall or dismissal of an officer may and the vacating of office may be effected for willful disregard or violation of the constitutions, bylaws, and continuing resolutions of this church; for such physical or mental disability as renders the officer incapable of performing the duties of office; or for such conduct as would subject the officer to disciplinary action as a rostered minister or as a member of a congregation of this church.

a. Proceedings for the recall or dismissal of a synod bishop shall be instituted by written petition by:
   1) the Synod Council on an affirmative vote of at least two-thirds of its elected members present and voting;
   2) the Synod Assembly on an affirmative vote of at least two-thirds of its members present and voting;
   3) at least 10 synod bishops; or
   4) the presiding bishop of this church.

b. Proceedings for the recall or dismissal of an officer of a synod, other than the synod bishop, shall be instituted by written petition by:
   1) the Synod Council on an affirmative vote of at least two-thirds of its elected members present and voting;
   2) the Synod Assembly on an affirmative vote of at least two-thirds of its members present and voting; or
   3) the synod bishop.

c. The petition shall be filed with the chair of the Committee on Appeals (in care of the secretary of the Evangelical Lutheran Church in America, 8765 West Higgins Road, Chicago, Illinois 60631) and shall set forth the specific charge or charges.

d. Upon the filing of a written petition, the Executive Committee of the Synod Council may temporarily suspend the officer from service in the synod without prejudice, but with continuation of compensation, including benefits, if the officer is a salaried employee of the synod.

e. In the case of alleged physical or mental incapacity of an officer of the synod, the procedures outlined in †S8.56. shall be followed, and such officer shall comply with the decision of the Synod Council. If such officer fails or refuses to comply, the Synod Council may proceed to petition for recall or dismissal as follows:
   1) the Synod Council will submit a written report of their findings and the basis of their decision to the Committee on Appeals.
   2) the Committee on Appeals, exclusive of any members who are disqualified, shall review the findings and decision of the Synod Council and by an affirmative vote of at least two-thirds of those present and voting may adopt the findings and grant the petition.

f. If the synod officer is a minister of Word and Sacrament, grounds for recall or dismissal include those set forth in ELCA bylaw 20.22.01. and as defined under the process described in ELCA constitutional provisions 20.21. and 20.22 as grounds for discipline. If the officer is a minister of Word and Service, grounds for recall or dismissal include those set forth in ELCA bylaw 20.23.01. and as defined under the process described in ELCA constitutional provisions 20.21. and 20.22. as grounds for discipline.

g. If the officer is a layperson, grounds for recall or dismissal include those set forth in ELCA bylaw 20.41.01. as grounds for discipline.

h. If the case of alleged willful disregard or violation of the constitutions, bylaws, and continuing resolutions or of alleged conduct as would subject the officer to disciplinary action, the following procedures shall apply:
   1) the petition shall be referred to the Committee on Appeals, which shall function as the discipline hearing committee that shall conduct a hearing in accordance with the rules provided for in ELCA bylaw 20.22.14. except to the extent that those rules are in conflict with the provisions of this bylaw; and

2) the members of the Committee on Appeals, other than those who are disqualified, may grant the petition by an affirmative vote of at least two-thirds of those present and voting.

i. Written notice of a decision by the Committee on Appeals that the charges have been sustained shall be given to the affected officer and to the Synod Council, and the office shall be vacated.

+S8.58. If the bishop is to be temporarily absent from the synod for an extended period not to exceed 90 days, the bishop, after consultation with the presiding bishop and with the consent of the Synod Council, may appoint as acting bishop for such period a minister of Word and Sacrament of this church. Except as limited by action of the Synod Council, an acting bishop shall possess all of the powers and authority of a regularly elected bishop other than authority to ordain or to authorize the ordination of properly approved candidates for ordination.

# CHAPTER 9.
# NOMINATIONS AND ELECTIONS

+S9.01. The Synod Assembly shall elect such officers of this synod and such other persons as the constitution and by-laws may require, according to procedures set forth in the by-laws. The Synod Assembly shall elect members of the Churchwide Assembly in accordance with bylaw 12.41.11. of the constitution and bylaws of the Evangelical Lutheran Church in America.

S9.01.01. Elections by the Synod Assembly. The Synod Assembly shall elect the following:

a. Members of the Churchwide Assembly, in accordance with Chapter 12 of the ELCA Constitution.

b. The members of the Synod Council, including the youth member, and the young adult member, except those members elected by the conferences of the synod.

c. The members of the Consultation Committee and the Committee on Discipline in accordance with Chapter 20 of the ELCA Constitution.

S9.01.02. Elections at regular meetings of the Synod Assembly. The elections described in S9.01.01. shall be held at regular meetings of the Synod Assembly, and the notice of each regular meeting at which elections are held shall include reference to those elections.

S9.01.03. Terms of office. Members of the Synod Council, the synod program and covenant committees and advisory committees are eligible for election to two consecutive full terms for such position except as otherwise specified in the by-laws or where first elected to fill an interim vacancy of more than half the current term of the position, in which case for purpose of eligibility for reelection, the interim term shall be deemed to be a whole term. Each election shall be effective as of the conclusion of the Synod Assembly electing the person to such a position, except as provided in S8.52.

S9.01.04. Specifications for certain members of the Synod Council. In order to achieve equitable and comprehensive compliance with the criteria of S6.04.04.a., the Nominating Committee shall specify all of its nominations to positions on the Synod Council in terms of those

criteria and of any other criteria or qualifications which may from time to time be provided under continuing resolutions. No specification shall be made with reference to the officers, youth member and other members of the Synod Council elected by the conferences, but personal characteristics of the persons serving in those positions may be taken into account in determining whether the Synod Council meets the S6.04. criteria. Prior to each regular meeting of the Synod Assembly at which Synod Council members are elected, the Nominating Committee shall review, and if necessary, adjust the specifications. Such specifications shall be subject to review by the Synod Council. Prior to each regular meeting of the Synod Assembly, the Synod Council shall file a written description of current specifications in the Appendix to the by-laws.

S9.01.05. Interim elections and appointments. An interim vacancy shall be filled:

a. In any position, other than the Synod Council, either by appointment or election, as the case may be, by the person or entity which previously selected the person for that position;
b. In the Synod Council, other than the position of the Conference Dean, by the Synod Council;
c. In the position of Conference Dean on Synod Council by the clergy vice president of such conference until the Conference Assembly fills the vacancy;
d. For the remainder of the term during which the vacancy occurred.

+S9.02. In all elections by the Synod Assembly, other than for the bishop, a majority of the legal votes cast shall be necessary for election.

S9.03. There shall be a Nominating Committee consisting of up to fourteen (14) members who shall be appointed by the Synod Council to serve for each regular meeting of the Synod Assembly. Additional nominations may be made from the floor for all elections for which nominations are made by the Nominating Committee.

S9.03.01. Nominations. The Nominating Committee shall slate at least two (2) nominees for each position to be filled by elections of the Synod Assembly except for the officers, the Consultation Committee and the Committee on Discipline where the Nominating Committee shall slate at least one nominee for each position.

S9.04. The bishop shall be elected by the Synod Assembly by ecclesiastical ballot. Three-fourths (3/4) of the legal votes cast shall be necessary for election on the first ballot. If no one is elected, the first ballot shall be considered the nominating ballot. Three-fourths of the legal votes cast on the second ballot shall be necessary for election. The third ballot shall be limited to the seven (7) persons (plus ties) who received the greatest number of legal votes on the second ballot, and two-thirds (2/3) of the legal votes cast shall be necessary for election. The fourth ballot shall be limited to the three (3) persons (plus ties) who receive the greatest number of legal votes on the third ballot, and 60% of the legal votes cast shall be necessary for election. On subsequent ballots a majority of the legal votes cast shall be necessary for election. These ballots shall be limited to the two (2) persons (plus ties) who receive the greatest number of legal votes on the previous ballot.

S9.05. The Nominating Committee shall nominate at least one person for vice-president; additional nominations may be made from the floor.

S9.06. The Synod Council shall nominate at least one person for secretary; additional nominations may be made from the floor.

S9.07. If the treasurer is elected, the Synod Council shall nominate at least one person for treasurer; additional nominations may be made from the floor.

S9.08. In all elections, except for the bishop, the names of the persons receiving the highest number of legal votes, but not elected by a majority of the legal votes cast on a preceding

ballot, shall be entered on the next ballot to the number of two for each vacancy unfilled. On any ballot when only two names appear, a majority of the legal votes cast shall be necessary for election.

S9.09. The result of each ballot in every election shall be announced in detail to the assembly.

+S9.10. When notified by the secretary of this church, on behalf of the Nominating Committee of the Churchwide Assembly, the Synod Assembly shall nominate two persons in the specified categories for possible election by the Churchwide Assembly to the Church Council.

+S9.11. The Synod Council shall elect or appoint representatives to the steering committee of its region.

+S9.12. Background checks and screening shall be required and completed for persons nominated as synod officers prior to their election, if possible, or as soon as practical after their election. The specific procedures and timing of background checks and screening shall be determined by the Synod Council.

# CHAPTER 10.
# SYNOD COUNCIL

+S10.01. The Synod Council consisting of the four (4) officers of this synod, 10-24 other members, and at least one (1) youth and at least one (1) young adult, shall be elected by the Synod Assembly.

a. Each person elected to the Synod Council shall be a voting member of a congregation of this synod, with the exception of ministers on a roster of this synod who reside outside the territory of this synod. The process for election and the term of office when not otherwise provided shall be specified in the by-laws. A member of the Church Council of the Evangelical Lutheran Church in America from this synod, unless otherwise elected as a voting member of the Synod Council, may serve as an advisory member of the Synod Council with voice but not vote.
b. The term of office of members of the Synod Council, with the exception of the officers and the youth member, shall be three (3) years.

S10.01.01. Synod Council. The Synod Council shall consist of the four (4) officers of the synod, a youth member, a young adult member and sixteen (16) other members. The sixteen (16) other members shall consist of six (6) clergy members and ten (10) lay members. The sixteen (16) other members and the young adult member of the Synod Council shall be elected in the following manner:

a. Six (6) lay members shall be elected, one by each conference;
b. Six (6) conference deans shall be elected, one by each conference; and
c. Five (5) lay members, including the young adult member, shall be elected by the Synod Assembly from nominations submitted by the Synod Council. No more than two (2), but at least one (1), lay member shall be elected each year for position on the Council.

S10.01.02. Terms of Office. Terms of office for members of the Synod Council, other than the officers and the youth member, shall be three (3) years, and shall be staggered in such manner adopted by the Synod Council. The term of office for the youth member of the Synod Council shall be two (2) years.

S10.01.03. Youth member. The youth member shall be at least sixteen (16) years of age when his or her term of service begins and not more than twenty-one (21) years of age when the term ends. The term “young adult” means a voting member of a congregation between the ages of 18 and 30 at the time of election or appointment for service.

S10.01.04. Attendance at Synod Council Meetings. Members shall attend all regularly scheduled Synod Council meetings. Two (2) consecutive unexcused absences is cause for a member to be replaced. After review and recommendation by the Synod Council Executive Committee the office of the absentee member may be declared vacant.

+S10.02. The Synod Council shall be the board of directors of this synod and shall serve as its interim legislative authority between meetings of the Synod Assembly. It may make decisions which are not in conflict with actions taken by the Synod Assembly or which are not precluded by provisions of this constitution or the constitution and by-laws of the Evangelical Lutheran Church in America.

S10.03. The functions of the Synod Council shall be to:

a. Exercise trusteeship responsibilities on behalf of this synod.
b. Recommend program goals and budgets to the regular meetings of the Synod Assembly.
c. Carry out the resolutions of the Synod Assembly.
d. Provide for annual review of the roster of ministers of Word and Sacrament and the roster of ministers of Word and Service and receive and act upon appropriate recommendations regarding those persons whose status is subject to reconsideration and action under the constitution and by-laws of the ELCA, and make a report to the Synod Assembly of the Synod Council's actions in this regard.
e. Issue letters of call to rostered ministers as authorized by Chapter 7 of the constitution and by-laws of the ELCA.
f. Fill vacancies until the next regular meeting of the Synod Assembly except as may otherwise be provided in the Constitution or By-laws of this synod, and determine the fact of the incapacity of any officer of this synod.
g. Report its actions to the regular meeting of the Synod Assembly.
h. Elect or ratify the representatives of this synod who are to serve on the governing boards of church affiliated health, social service, educational and other designated agencies or institutions to which this synod is related.
i. Perform such other functions as are set forth in the by-laws of the synod, or as may be delegated to it by the Synod Assembly.

S10.03.01. Committees- selection by the Synod Council.
The Synod Council shall select the following number of members of the three (3) Covenant committees:

Covenant Committee: Mission Support and Stewardship Education – one (1)
Covenant Committee: New/Renewing Congregations - one (1)
Covenant Committee: Social Ministry, Justice and Advocacy - one (1)

Such selections shall be held at the Synod Council meeting immediately following a vacancy on the committee of a position normally filled by the Synod Council.

S10.03.02. Committee liaisons. The Synod Council shall maintain a working liaison with synod committees, advisory committees, task forces and temporary committees. For this purpose Synod Council members may attend and have voice at meetings of any such committees.

S10.04. Any proposal to appropriate funds, whether by amendment to the budget or otherwise, which is presented to a meeting of the Synod Assembly without the approval of the Synod Council shall require a two-thirds (2/3) vote for adoption.

S10.05. No elected member of the Synod Council shall receive compensation for such service.

S10.06. If a member of the Synod Council ceases to meet the requirements of the position to which she or he was elected, the office filled by such member shall at once become vacant.

S10.07. The composition of the Synod Council, the number of its members, and the manner of their selection, as well as the organization of the Synod Council, its additional duties and

responsibilities, and the number of meetings to be held each year shall be as set forth in the by-laws.

S10.07.01 Synod Council Meetings. The Synod Council shall hold regular meetings at least four (4) times a year. The place of Synod Council meetings shall be determined by the Executive Committee of the Synod Council. Special Synod Council meetings may be called by the Executive Committee or the bishop upon the written request of ten (10) Synod Council members. The secretary shall give written or electronic notice of each Synod Council meeting to the members of the Synod Council.

To the extent permitted by state law, meetings of the Synod Council and its committees may be held electronically or by telephone conference, and notice of all meetings may be provided electronically.

S10.07.02. Synod Council Committees. The Synod Council shall have an Executive Committee, a Finance Committee and such other committees as the Synod Council may from time to time determine. The Synod Council shall appoint the members of its committees which must consist only of Synod Council members. Each Synod Council committee shall develop its own agenda, set its own procedures and keep its records consistent with the by-laws and directions from the Synod Council.

S10.07.03. Executive Committee of the Synod Council. The Executive Committee of the Synod Council shall consist of the officers and three other members of the Synod Council. The term of appointment for other council members shall be one year, with no limitation on reappointment. The Executive Committee shall oversee preparation of the agenda for Synod Council meetings and shall have such additional authority as is delegated to it by the Synod Council, and upon approval of a majority of its members, may deliberate and carry on committee work by telephone conference call.

S10.07.04. Finance Committee. The Finance Committee shall consist of the treasurer and at least six other committee members. Except for the treasurer, none of the members of the Finance Committee may also be a member of the Executive Committee. The period of appointment for the other committee members shall be one year, with no limitation on reappointment to an available position. The committee shall oversee the financial aspects of the ministry, work and activities of the synod. The committee's responsibilities include timely preparation of the annual budget for review by the Synod Council before submission to the Synod Assembly; advice, support and counsel to the Synod Council and the synod treasurer in the areas of money and account management, financial record keeping, record retention and security arrangements, various forms of insurance, investment policy and banking relations, compliance with provisions of Chapter 16 of the Synod Constitution and payroll and tax related matters.

S10.07.05. Accountability. Synod Council committees and the nominating committee are accountable to the Synod Council for due performance of their functions and responsibilities.

S10.08. *Robert's Rules of Order*, latest edition, shall govern parliamentary procedure of all meetings of the Synod Council.

S10.08.01 To the extent permitted by the state law, meetings of the Synod Council and its committees may be held electronically or by telephone conference, and notice of all meetings may be provided electronically.

# CHAPTER 11.
# COMMITTEES

+S11.01. There shall be an Executive Committee, a Consultation Committee, a Committee on Discipline, a Mutual Ministry Committee, an Audit Committee, a Personnel Committee and such other committees as this synod may from time to time determine. The duties and functions of such committees, or any other organizational units created by this synod, and the composition and organizational structure of such units, shall be as set forth in this constitution or in the bylaws or continuing resolutions, and shall be subject to any applicable provisions or requirements of the constitution and bylaws of the Evangelical Lutheran Church in America.

S11.01.01. Committees. This synod shall have committees as provided by or pursuant to this Synod Constitution, By-laws and Continuing Resolutions. Committees of this synod are Synod Assembly committees, Synod Council and council appointed committees, the synod program and covenant committees and any task forces and temporary committees, but do not include a committee convened pursuant to S14.13.b.

S11.01.02. Synod Assembly committees. Synod Assembly committees have status, composition, appointment process and functions and responsibilities as described and provided in S7.01.0 1.

S11.01.03. Synod Council and Council-Appointed committees. Synod Council and council-appointed committees have status, composition, appointment process, functions, and responsibilities as provided in provisions of the Synod Constitution and By-laws as follows:

| Committee | Provision |
|---|---|
| Mutual Ministry | S11.04.01 |
| Nominating | S9.03. |
| Executive | S10.07.03. |
| Finance | S10.07.04. |
| Audit | S11.05 |
| Personnel | S11.06 |
| Candidacy | S11.07 |

S11.01.04. In addition to the committees of S11.01 the synod may establish committees which are units to which are assigned particular programmatic functions and responsibilities for carrying forward the work and activities of this synod according to the sense and scope of Chapter 6 of the Constitution: The synod program and covenant committees are:

a. Covenant Committee: Mission Support and Stewardship Education
b. Covenant Committee: New/Renewing Congregations
c. Covenant Committee: Social Ministry, Justice and Advocacy
d. Global Mission Committee
e. Leadership Support Committee
f. Adult Faith Formation Committee

S11.01.05. Committee Terms.
The synod program and covenant committees shall have membership as specified hereafter. The term of service for each member shall be three years unless specified otherwise hereafter. The term of service shall be staggered in such manner as to allow selection of an equal number of committee members annually thereafter. Each committee member is eligible to serve two consecutive full terms in that committee position.

S11.01.06. Task forces and temporary committees. The Synod Council shall, as directed by the Synod Assembly, and by its own action may, from time to time as it finds necessary, establish task forces and temporary committees of this synod. Normally, a task force or temporary committee shall have one specific assignment not merely duplicative of a function or responsibility of another committee established pursuant to the Constitution. The Synod Council shall describe the assignment in reasonable detail, and a task force or temporary committee shall complete its assignment and submit any required report within the period established by the Synod Council. The Synod Council shall appoint the members of a task

force or temporary committee and may appoint the chairperson or convener. Generally, eligibility for appointment shall be as provided in the first sentence of S11.01.09.

S11.01.07. Provisions pertaining to committees. Subject to the specific provisions for certain committees set forth in S11.01.02., Synod Assembly committees, S11.01.03., Synod Council and Council-related committees, S11.01.05.,the Consultation Committee S11.02 and the Committee on Discipline, S11.03., task forces and temporary committees and the requirements of S11.11.01. and consistent with specific functions, responsibilities and interests of each committee, the provisions of this section apply to committees of the synod.

a. A committee shall include members residing in various areas of the territory.
b. A committee shall develop its own agenda with reference to its function and responsibilities, determine its own procedures and establish appropriate sub-committees and working groups.
c. A committee shall elect and have a chairperson and a secretary. The chairperson presides at committee meetings and is responsible to make an annual report for the committee to the Synod Assembly and to provide the committee job description to the nominating committee. The committee secretary is responsible for keeping minutes and giving notice of meetings.
d. The synod shall fund the work and activities of a committee through the synod budgetary process, and the committee shall cooperate and participate in that process.
e. Committee members shall not receive compensation for committee service, but the synod may reimburse them for necessary travel and other out-of-pocket expenses while serving.

S11.01.08. Accountability. The committees of 11.01, the program and covenant committees, and task forces and temporary committees of this synod, together with their members, are accountable to the Synod Council and the Synod Assembly for due performance of their respective functions and responsibilities. The Synod Council shall oversee that performance, including a committee's policies, programs, activities and work product.

S11.01.09. Eligibility and qualifications for committee service. Ordained ministers under call, ordained ministers on leave from call who are not under disciplinary action, retired ordained ministers on the roster of this synod, ordained ministers rostered in synods other than synod of residence, Diaconal ministers and associates in ministry of this synod and lay persons who are voting members of a congregation of this synod are eligible to be selected and to serve on committees of this synod. Other than the bishop ex-officio, no persons shall concurrently be a member of more than one program committee and no Synod Council member shall be eligible to serve on a committee, except as otherwise provided in this constitution and bylaws. Qualifications, as provided in S11.04.01. may pertain for committee service.

+S11.02. The Consultation Committee of this synod shall consist of at least six persons and not more than 12 persons, of whom half shall be rostered ministers and half shall be laypersons, who shall each be elected by the Synod Assembly for a term of six years without consecutive reelection. The functions of the Consultation Committee are set forth in Chapter 20 of the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America* and in Chapter 17 of this constitution. The size of the Consultation Committee, in accord with this provision, shall be defined in this synod's bylaws.

S11.02.01. The Consultation Committee of this synod shall consist of 6 (six) members, and the terms of service of members of the Consultation Committee shall be staggered in such a manner to allow replacement of an equal number of committee members biennially.

+S11.03. The Committee on Discipline of this synod shall consist of 12 persons, of whom six shall be rostered ministers and six shall be laypersons, who shall each be elected by the Synod Assembly for a term of six years without consecutive reelection.

a. The functions of the Committee on Discipline of this synod are set forth in Chapter 20 of the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America.*
b. The terms of committee members shall be staggered so that the terms of four committee members (two clergy and two lay) expire every two years.
c. The Synod Council shall fill vacancies on the Committee on Discipline for any unexpired term.

+S11.04**.** The Mutual Ministry Committee shall be appointed by the Executive Committee of the Synod Council to provide support and counsel to the bishop.

S11.04.01. Mutual Ministry Committee. The Mutual Ministry Committee shall consist of five (5) members. Its function shall be to provide support and counsel to the bishop. Two (2) members of the committee shall be persons named by the bishop to serve for the period determined by the bishop. The other three (3) members shall be persons appointed by the Executive Committee to serve for the period determined by the Synod Council. In any case the period of service of each member shall expire not later than the expiration of the bishop's current term of office. The three (3) members appointed by the Executive Committee normally should include persons who reside in various parts of the synod territory, and at least one of them, when appointed, shall be a Synod Council member. The bishop may seek the counsel and support of any of the members of the committee and from time to time may, and at least annually shall, convene one or more meetings of the committee to seek its counsel and support on any matters which the bishop deems necessary or desirable. Meetings of the committee or consultation between the bishop and any member shall be informal, and votes, minutes or other written memorials are not required unless requested by the bishop.

+S11.05. The Audit Committee of this synod shall consist of three to six persons, none of whom is a member of the synod staff. Up to half of the committee members may be Synod Council members. The Audit Committee members shall be elected by the Synod Council for a term of three years and be eligible for re-election to a second consecutive three year term. The terms of the Audit Committee members shall be staggered. The Audit Committee shall be responsible for assisting the Synod Council in fulfilling its general oversight of the synod's accounting, financial reporting, internal control systems, and external audit processes as provided in +S15.31.

S11.06 Personnel Committee shall have five (5) members, the synod vice-president, two clergy, one rostered lay leader, and one lay person. The function of the committee is to assume the responsibility for advising the synod Council on matters pertaining to personnel administration and staffing. The chair of this committee shall be the synod vice-president.
A. The committee shall be organized in such a way that after the initial appointment, one member shall be re-appointed or replaced each year beginning in March 2010. Except for the vice-president, members shall not serve more than two four (4) year terms.
B. Responsibilities of the committee are:
    1. In agreement with the bishop, provide overall policy guidance for personnel matters in this synod.
    2. Submit recommendations on personnel policy matters to the Executive Committee and Synod Council.
    3. Develop and conduct annual performance reviews for professional and support staff.
    4. In consultation with the bishop, review staffing patterns, selection procedures, interviews, employee relations, job descriptions, employee benefits, and other applicable needs.
    5. Submit recommendations to the Finance Committee as part of the synod's annual planning and budgeting process.
    6. Annually or as needed, evaluate its work as a committee and the objectives it has

committed itself to and report the same to the Synod Council.

S11.07 The Candidacy Committee shall consist of fourteen members, *appointed by the bishop in consultation with the conference deans in compliance with +S6.04 and ratified by the synod council. This number includes the bishop (or their designee) and an ELCA seminary representative. Advisory members include a synod candidacy staff person* and an ELCA *candidacy staff person*. The function of the Candidacy Committee is to work with applicants from application through Entrance, Endorsement, Approval, and Ordination. They will seek to support each candidate through prayer, guidance and counsel as well as represent the Evangelical Lutheran Church in America in helping candidates discern both their inner (personal) call and their outer call (affirmation by both the seminary faculty and candidacy committee).

An exception to the two-term limit (S11.01.05) is that a member of the Candidacy Committee who has served two consecutive terms on the Candidacy committee is eligible, in consultation with the professional staff of the synod, to serve a third consecutive term on the Candidacy committee.

S11.08 Synod Program and Covenant Committees of 11.01.04

S11.08.01. Covenant Committees - New/Renewing Congregations
The New/Renewing Congregations committee shall consist of seven members, one selected by each conference and one selected by the Synod Council.
The functions of this committee shall include: assisting in developing and implementing a synod mission plan, identifying new mission opportunities, assisting with new mission site visits, helping to monitor progress of new or redevelopment congregations.

The term “selected by each conference” in this bylaw shall mean that each conference will choose its own method to determine who represents that conference on the program and covenant committees.

S11.08.02. Covenant Committees - Social Ministry, Justice and Advocacy
The Social Ministry, Justice and Advocacy committee shall consist of seven members, one selected by each conference and one selected by the Synod Council.
The functions of this committee shall include: assisting in developing and implementing a synod mission plan as it relates to hunger, poverty, justice and advocacy issues.

S11.08.03. Covenant Committees - Mission Support and Stewardship Education
Mission Support and Stewardship Education committee shall consist of seven members, one selected by each conference and one selected by the Synod Council.
The functions of this committee shall include: developing and implementing a synod mission plan, stewardship education, steward leader development, encouraging mission support.

S11.08.04. Global Ministry Committee. The Global Ministry Committee shall consist of seven members, one selected by each conference and in compliance with +S6.04, one appointed by the Synod Council. The function of this committee shall include: communication of hunger, justice issues, global ministry interpretation and the companion synod relationships.

S11.08.05. The Leadership Support Committee shall consist of seven members; at least two clergy and at least four lay members so as to be in compliance with +S6.04. Each conference shall elect one member to the Leadership Support Committee. The Synod Council shall appoint one member to the Leadership Support Committee.

The function of the Leadership Support Committee shall be to annually review and recommend compensation guidelines for both Ministers of Word and Sacrament and Ministers of Word and Service, and to set pulpit supply rates. The Leadership Support Committee may also assist synod staff with the planning, promotion and implementation of the annual Lay and Professional Leaders Retreat.

S11.08.06. The Adult Faith Formation Committee shall consist of seven members; at least two clergy and at least four lay members so as to be in compliance with +S6.04. Each conference shall elect one member of the Adult Faith Formation Committee. The Synod Council shall appoint one member to the Adult Faith Formation Committee.

The function of the Adult Faith Formation Committee centers around two important, yet distinct, areas: shepherding those preparing for and those functioning in Synodically Authorized Ministry and promoting and planning adult faith formation events and opportunities particularly for lay members throughout the synod.

+S11.11. This synod shall in its bylaws or by continuing resolution establish a process to ensure that the members of its committees and other organizational units will be persons possessing the necessary knowledge and competence to be effective members of such units, and to meet the requirements of †S6.04. With the exception of ministers on the rosters of this synod who reside outside the territory of this synod, each member of a committee of this synod, or any other organizational unit created by this synod, shall be a voting member of a congregation of this synod.

S11.11.01. Knowledge, competence and interest. Prior to each nomination and election cycle, each synod program committee shall provide a summary job description for its members and prospective members to the Synod Council and the Nominating Committee. The job description shall set forth then-appropriate qualifications such as, knowledge, education, competence, experience and personal interest pertinent to the committee's functions and responsibilities. The Nominating Committee shall on the basis of the needed "education, competence, experience and personal interest", provide nominees and list them on the assembly ballot under the applicable sub-committee of the program committee to which they are to be elected. Upon request, a committee shall provide copies of its minutes to the Nominating Committee. The Nominating Committee shall utilize the job descriptions and may refer to an incumbent's attendance record in slating candidates for election or reelection. Each committee chairman shall file the committee's current job description in the Appendix to the By-laws.

# CHAPTER 12.
# CONFERENCES, CLUSTERS, COALITIONS, OR OTHER AREA SUBDIVISIONS

+S12.01. This synod may establish conferences, clusters, coalitions, or other area subdivisions and networks as appropriate within its territory and in collaboration with other synods and entities, as specified in the by-laws and continuing resolutions. The purpose of such groupings shall be to foster interdependent relationships for missional purposes among congregations, synods, the churchwide organization, and other affiliates.

S12.01.01. Conferences.
Groupings of congregations, under Chapter 12 of the Constitution, are designated as "Conferences." The purposes of the conferences are to foster clustering of congregations within one conference and with congregations of other conferences, to encourage gatherings among congregations for worship, programming, nurture and support and to provide monthly meetings of ordained ministers, diaconal ministers, and associates in ministry of the conference for education, nurturing and fellowship.

S12.01.A17 The listing of the Number / name / geographic arrangement of conferences shall be maintained and up. This synod and its congregations shall comprise six (6) conferences, named and located as follows:

**a. Northern Conference**

Bartonville, Bethel
Bartonville, St. John
Benson, St. Paul
Canton, Trinity
Chillicothe, St. Mark
Ellisville, Wiley
Glasford, St. Peter
Hartsburg, St. John
Lacon, St. John
Lincoln, Immanuel
Minonk, Immanuel
Morton, Advent
Mount Pulaski
Pekin, Our Savior
Peoria, First English
Peoria, Grace and Peace
Peoria, Salem
Peoria, St. Paul
Toluca, St. John
Varna, First
Washington, Faith
Washington, St. Mark
Wenona, Bethany
Wyoming, St. Timothy

b. **Southern Conference**

Anna, Mt. Moriah
Campbell Hill, St. John
Campbell Hill, St. Luke
Carbondale, Epiphany
Centralia, Redeemer
Chester, Peace
De Soto, Mt. Calvary
Jonesboro, Salem
Marion, Our Redeemer
Metropolis, Church of the Cross
Mt. Carmel, Zion
Mt. Vernon, Prince of Peace
Murphysboro, First
Olney, Trinity
Steeleville, Peace
Steeleville, St. Peter

**c. East Central Conference**

Champaign, Good Shepherd
Champaign, Grace
Champaign, St. Andrew
Danville, Bethel
Decatur, First
Decatur, Holy Cross
Mahomet, Lutheran Church of Mahomet
Monticello, Christ
Rankin, Grace
Shelbyville, St. Paul
Urbana, St. Matthew

**d. West Central Conference**

Altamont, St. Paul
Batchtown, Zion
Belleville, St. Mark
Columbia, Christ Community
Dorchester, St. John
Farmersville, Zion
Fillmore, St. Matthew
Gillespie, Zion
Godfrey, Resurrection
Hillsboro, St. Paul
Hillsboro, Wares Grove
Irving, St. Luke
Jacksonville, Faith
Litchfield, Mt. Zion
Litchfield, Trinity
Loogootee, Zion
Maryville, Our Lord's
Mascoutah, St. Martin of Tours
Mt. Olive, Zion
New Douglas, Immanuel
Nokomis, Mt. Zion
O'Fallon, Faith
Shipman, Zion
, Grace
Springfield, Peace
Springfield, St. John
Vandalia, St. James

**e. Northeast Conference**

Anchor, St. John
Bloomington, St. John
Bourbonnais, American
Fairbury, Trinity
Flanagan, St. Petri
Forrest, St. Paul

Bradley, Our Savior
Chatsworth, St. Paul
Chenoa, Trinity
Clifton, Zion
Colfax, Immanuel
Cornell, Community
Crescent City, St. Peter
Dwight, St. Peter's
Elliot, Pontoppidan
Gibson City, American
Gilman, St. Paul
Normal, Our Savior
Pontiac, St. Paul
Roberts, St. Paul
Sibley, St. John

**f. Northwest Conference**

Augusta, Faith
Beardstown, First
Bluff Springs, St. John
Bluffs, St. John
Carthage, Immanuel
Carthage, Trinity
Coatsburg, St. Peter
Golden, Immanuel
Liberty, Zion
Macomb, Trinity
Mendon, Salem
Quincy, Christ
Quincy, Luther Memorial
Virginia, Grace

S12.01.03. Map. The secretary shall file in the Appendix to the by-laws a map showing the geographic arrangement of the conferences of this synod.

S12.01.04. Amendment of conference geographic arrangements. Any congregation of this synod may, with the permission of the conference assembly of which it is then a member, petition the Synod Council to transfer its membership into a contiguous conference. The Synod Council shall recommend approval or denial of the petition to the Synod Assembly, and the Synod Assembly shall approve or deny the petition as an amendment to these by-laws.

S12.01.05. Elections by the conferences. Each conference shall select:

a. Two (2) members of the Synod Council. One (1) of these members shall be the conference dean and the other shall be a lay person. The term of office shall begin after the closing of the Synod Assembly following their selection.
b. One (1) member of the Covenant Committee: Mission Support and Stewardship Education; one (1) member of the Covenant Committee: New/Renewing Congregations; one (1) member of the Covenant Committee: Social Ministry, Justice and Advocacy; one (1) member of the Global Mission Committee; one (1) member of the Leadership Support Committee; and one (1) member of the Adult Faith Formation Committee. The term of office of each member shall begin after the closing of the Synod Assembly following his or her selection.
c. Officers of the conference, including but not limited to a dean, clergy vice-president, lay vice-president, secretary and treasurer. The term of office of each member shall begin after the closing of the Synod Assembly following his or her election.

S12.01.06. Conference dean. Each conference dean shall:

a. Be the Chief Executive Officer of the Conference.
b. Be elected by ecclesiastical ballot at the conference assembly. See S9.04 for procedure.
c. Be a rostered pastor of the ELCA holding membership in good standing in one of the congregations within the territory of the conference.
d. Be eligible to serve two (2) consecutive full terms of three (3) years each. For purposes of this subparagraph, a term of more than one and one-half (1 1/2) years shall be considered to be a full term.
e. Chair the conference assembly and the conference executive committee of which the dean shall be a member.
f. Begin his or her term of office to which he or she was elected immediately after the conclusion of the annual Synod Assembly following his or her election.

g. Be responsible for arranging the monthly meetings of ordained ministers, diaconal ministers, deaconesses, and associates in ministry.
h. Maintain personal contacts with the ordained ministers, diaconal ministers, deaconesses, and associates in ministry of the conference.
I. Be a member of the Synod Council.
j. Make an annual written report to the bishop, including a summary of conference activities and advising with respect to the conditions and needs of the congregations within that conference, to be a part of the reports to the Synod Assembly.
k. Perform such other duties as the bishop may from time to time assign.

S12.01.07. Other conference officers. Other conference officers shall include the following persons who shall be voting members of a congregation of that conference and subject to the following provisions:
a. A clergy vice-president who shall be a member of the conference executive committee and serve as interim dean of the conference in the event of a vacancy in that office until the next annual conference assembly which then shall elect a dean to fill the unexpired term of office.
b. A lay vice-president who shall be a member of the conference executive committee and shall serve as conference coordinator, making the necessary arrangements for annual meetings of the conference assembly.
c. A secretary who shall be a member of the conference executive committee and shall have the duties normal to that office both with regard to the conference assembly and the conference executive committee.
d. A treasurer who shall be a member of the conference executive committee and shall have the duties normal to that office both with regard to the conference assembly and the conference executive committee.
e. Each officer shall be eligible to serve two (2) consecutive three (3) year terms of office. The conference shall stagger the initial terms of office for these officers in such manner as to provide for the election of at least one officer at each annual conference assembly.
f. Prior to each annual conference assembly, the conference dean shall name a nominating committee, consisting of at least five (5) persons, both clergy and lay, who are members of congregations within the territory of the conference. The committee shall nominate one (1) or more persons for any office, except conference dean, to be elected at the conference assembly. Additional nominations for each office may be made from the floor of the conference assembly.

S12.01.08. Conference Assembly Voting Member. Unless otherwise decided by a conference assembly, each congregation shall be represented by the same number of voting members to a conference assembly as it has for a Synod Assembly.

# CHAPTER 13.
# CONGREGATIONS

+S13.01. Each congregation, except those certified as congregations of the Evangelical Lutheran Church in America by the uniting churches, prior to being listed in the roster of congregations of this synod, shall adopt the *Model Constitution for Congregations* or one acceptable to this synod, that is not in contradiction to the Constitution and By-laws of the ELCA.
a. New congregations. A congregation newly formed by this church and any congregation seeking recognition and reception by this church shall:
1) Accept the criteria for recognition and reception as a congregation of this church, fulfill the functions of the congregation and accept the governance provisions as provided in Chapter 9 of the Constitution and Bylaws of this church.
2) Adopt governing documents that include fully and without alterations the Preamble, Chapter 1, where applicable, and all required provisions of Chapters 2, 3, 4, 5, 6,

7, 8, 9, 15, 16, 17, 18, and 19 in the *Model Constitution for Congregations* consistent with requirements of the Constitution, Bylaws and continuing resolutions of this church. By-laws and Continuing Resolutions, appropriate for inclusion in these chapters and not in conflict with these required provisions in the *Model Constitution for Congregations*, the Constitution of this Synod, or the Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America, may be adopted as described in Chapter 16 and 18 of the *Model Constitution for Congregations.*

3) Accept the commitments expected of all congregations of this church as stated in +C6.01.,+ C6.02., and +C6.03. of the *Model Constitution for Congregations.*

b. Congregations from another church body. If a congregation is a member of another church body, the leadership of the congregation first should consult with the appropriate authorities of that church body before taking action to leave its current church body. After such consultation, leaders of the congregation should contact the ELCA synod bishop or staff where the congregation is located. The synod bishop or synod staff where the transferring or independent congregation is located shall confer with the congregation to assure its understanding and acceptance of commitment to and affiliation with this church.

c. Recognition and reception. Recognition and reception into this church of transferring or independent congregations by the Evangelical Lutheran Church in America is based on the judgment of the synod and action by the synod through the Synod Council and Synod Assembly. The synod bishop shall provide for prompt reporting of such additions to the secretary of this church for addition to the roster of congregations.

+S13.02. It shall be the responsibility of each congregation of this synod to elect from among its voting member's laypersons to serve as members of the Synod Assembly as well as persons to represent it at meetings of any conference, cluster, coalition, or other area subdivision of which it is a member. Normatively, congregations should hold elections prior to each regular meeting of the Synod Assembly. The number of persons to be elected by each congregation and other qualifications shall be as prescribed in guidelines established by this synod.

S13.11. When a rostered minister resigns, the Congregation Council shall receive the letter of resignation, report it to the congregation, and at once notify the bishop of this synod.

S13.12. A congregation under financial obligation to its rostered minister shall make satisfactory settlement of the obligation before calling a successor.

+S13.20**.** A congregation considering a re-location shall confer with the bishop of the synod in which it is territorially located and the appropriate unit of the churchwide organization before any steps are taken leading to such action. The approval of the Synod Council shall be received before any such action is effected.

+S13.21. A congregation considering development of an additional site to be used regularly for worship shall confer with the bishop of the synod in which it is territorially located and the appropriate unit of the churchwide organization before any steps are taken leading to such action.

+S13.22. Each congregation of the Evangelical Lutheran Church in America within the territory of this Synod, except those which are in partnership with the Slovak Zion Synod, shall establish and maintain a relationship with this synod.

+S13.23. Provision 9.71. of the constitution of this church shall govern the relationship of this synod and a congregation of this synod regarding the property of the congregation. This synod may transfer or convey property to a congregation of the synod, subject to restrictions accepted by the congregation, including provision that if the Synod Council, in its sole and exclusive discretion, determines (1) that the property is not being used to serve the mission

and ministry needs of this church, or (2) that the congregation has transferred, encumbered, mortgaged, or in any way burdened or impaired any right, title, or interest in the property without the prior approval of the Synod Council, then title to the property shall revert to the synod, and the congregation, upon written demand, shall reconvey the property to the synod.

S13.23.01. Property of congregation terminating relationship with this church. Whenever a congregation has initiated action to terminate its relationship with this church under 9.62. of the ELCA Constitution and has requested either to become independent or to relate to a non-Lutheran church body, the synodical process set forth in steps a. through e. of this section is established as the required consultation concerning title to property of the congregation under 9.71.e. of the ELCA constitution by the Synod Council with the congregation prior to the decision by the Synod Council whether or not to approve the congregation's request.

a. The congregation shall, after having submitted a certified copy of the resolution to terminate its relationship to the bishop and, in the case of congregations which had previously been members of the Lutheran Church in America (as constituted prior to January 1, 1988), after the termination has been approved by this synod (as required for such congregations by Section 9.62. of the ELCA constitution), deliver to the bishop a written request stating whether the congregation desires to become independent or to relate to a non-Lutheran church body and, if the latter, such request shall identify the non-Lutheran church body and describe any and all action the congregation has taken or which it intends to take in order to accomplish such relationship.
b. Within thirty (30) days from receipt of such written request from a congregation, the bishop shall present the request to the Synod Council.
c. After the Synod Council receives the request, the bishop shall be afforded an opportunity by the congregation for a meeting with it, at a mutually-agreed time and place, for the purpose of discussing the request. Any members of the congregation and any member of the Synod Council may attend and be given voice. However, no such meeting shall be held unless and until the pastor or pastors of the congregation and at least a majority of members of the congregation council (or, if such body is identified by a different designation, by the equivalent congregational authority) are also present.
d. Within ten (10) days after the meeting with the congregation, the congregation shall deliver to the bishop true, complete and correct copies of all documents, papers, letters and records in the possession of the congregation, as may be requested by the bishop or by any Synod Council member who attended the meeting, which pertain to the requested termination.
e. Within forty-five (45) days after the meeting with the congregation, the bishop shall convene a Synod Council meeting for the purpose of making a final determination concerning the congregation's request. Any member of the congregation may attend such Synod Council meeting and be afforded reasonable time and opportunity to address the Synod Council on matters pertaining to the requested termination. The Synod Council need not announce its final determination at such meeting, but as soon as practicable after the meeting, the Synod Council shall give written notification thereof to the congregation by sending copies of the final determination to the pastor or pastors, to each member of the congregation council (or equivalent authority), and to the secretary of the congregation. The Synod Council, in its sole discretion, may decide whether or not it would be appropriate or desirable for the notification to set forth the basis or reason for the final determination.

S13.24. The Synod Council, itself or through trustees appointed by it, may take charge and control of the property of a congregation of this synod to hold, manage, and convey the same on behalf of this synod, if any of the following apply:

a. The congregation has disbanded, ceased to worship, or otherwise ceased to exist as a congregation.
b. The congregation has abandoned its property.

c. The remaining members of the congregation decide that it is no longer possible to function as a congregation or that they are unable to provide required governance.
d. The Synod Council determines that the membership of a congregation has become so scattered or so diminished in numbers that it cannot provide required governance or that it has become impractical for the congregation to fulfill the purposes for which it was organized.
e. The Synod Council determines that it is necessary for this synod to protect and preserve the congregation's property from waste and deterioration.

The congregation shall have the right to appeal any such decision to the next Synod Assembly.

S13.25. This synod may temporarily assume administration of a congregation upon its request or with its concurrence. Such synod administration shall continue only so long as necessary to complete the purposes for which it was requested by the congregation or until the congregation withdraws consent to continued administration.

S13.30 Discipline

+S13.31. Congregations and members of congregations are subject to discipline in accordance with the provisions of Chapter 20 of the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America.* The synod's involvement in and responsibility for such disciplinary processes shall be set forth in that chapter.

S13.40. Synod-authorized Worshiping Communities

S13.41. Authorized worshiping communities, acknowledged under criteria, policies, and procedures approved by the Church Council of the Evangelical Lutheran Church in America, shall accept and adhere to the Confession of Faith and Statement of Purpose of this church, shall be served by leadership under the criteria of this church, and shall be subject to the discipline of this church.

# CHAPTER 14.
# Rostered Ministers

**S14.10 Ministers of Word and Sacrament**

+S14.11. The time and place of the ordination of those persons properly called to ministry in this synod shall be authorized by the bishop of this synod.

+S14.12. Consistent with the faith and practice of the Evangelical Lutheran Church in America,

a. Every minister of Word and Sacrament shall:
   1) preach the Word;
   2) administer the sacraments;
   3) conduct public worship;
   4) provide pastoral care; and
   5) seek out and encourage qualified persons to prepare for the ministry of the Gospel;
   6) impart knowledge of this church and its wider ministry though available channels of effective communication;
   7) witness to the Kingdom of God in the community, in the nation, and abroad; and
   8) speak publicly to the world in solidarity with the poor and oppressed, advocating dignity, justice, and equity for all people, working for peace and reconciliation among the nations, caring for the marginalized, and embracing and welcoming racially and ethnically diverse populations.
b. Each pastor with a congregational call shall, within the congregation shall:
   1) offer instruction, confirm, marry, visit the sick and distressed, and bury the dead;
   2) supervise relate to all schools and organizations of the congregation;
   3) install regularly elected members of the Congregation Council; and

4) with the council, administer discipline.
5) endeavor to increase the support given by the congregation to work of the churchwide organization and of this synod; and
6) encourage adherence to covenantal relationship with this church as expressed in the *Constitutions, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*.

S14.13. The pastor shall:
a. keep accurate records of all baptisms, confirmations, marriages, burials, communicants, members received, members dismissed, or members excluded from the congregation,
b. shall submit a summary of such statistics annually to this synod, and
c. shall become a member of the congregation upon receipt and acceptance of the Letter of Call. In a parish of multiple congregations, the pastor shall hold membership in one of the congregations.

S14.14. Whenever members of a congregation move to such a distance that regular attendance at its services becomes impractical, it shall be the duty of the pastor to commend them, upon their consent, to the pastoral care of a congregation nearer to their place of residence.

S14.15. Each minister of Word and Sacrament on the roster of this synod shall submit a report of ministry to the bishop of the synod at least ninety (90) days prior to each regular meeting of the Synod Assembly.

+S14.16. When a congregation of this church desires to call a pastor or a candidate for the ministry of Word and Sacrament of this church:
a. Each congregation of this synod shall consult the bishop of this synod before taking any step leading to the extending of a call to a prospective pastor.
b. For issuance of a letter of call to a pastor or candidate by a congregation of this synod in accord with ELCA constitutional provision 7.41., a two-thirds (⅔) vote shall be required of voting members of the congregation present and voting at a meeting regularly called for the purpose of issuing such a call.
c. When the congregation has voted to issue a call to a pastor, the Letter of Call shall be submitted to the bishop of this synod for the bishop's signature.

S14.17. No minister of Word and Sacrament shall accept a call without first conferring with the bishop of this synod. A minister of Word and Sacrament shall respond with an answer of acceptance or declination to a Letter of Call within thirty (30) days of receipt of such call. In exceptional circumstances with the approval of the bishop of this synod and the president of the Congregation Council of the congregation issuing the call, an additional fifteen (15) days may be granted to respond to a Letter of Call.

+S14.18. The provisions for termination of the mutual relationship between a minister of Word and Sacrament and a congregation shall be as follows:
a. The call of a congregation, when accepted by a pastor, shall constitute a continuing mutual relationship and commitment which, shall be terminated only by the pastor's death or, following consultation with the synod bishop, for any of the following reasons:
1) mutual agreement to terminate the call or the completion of a call for a specific term;
2 resignation of the pastor, which shall become effective, unless otherwise agreed, no later than 30 days after the date on which it was submitted;
3) inability to conduct the pastoral office effectively in that congregation in view of local conditions;
4) inability to conduct the pastoral office effectively in view of disability or incapacity of the pastor;
5) suspension of the pastor through discipline for more than three months;

6) resignation or removal of the pastor from the roster of ministers of Word and Sacrament of this church;
7) termination of the relationship between this church and the congregation;
8) dissolution of the congregation or the termination of a parish arrangement; or
9) suspension of the congregation through discipline for more than six months.

b. When allegations of disability or incapacity of the pastor under paragraph s.4) above, or ineffective conduct of the pastoral office under paragraph a.3) above, have come to the attention of the bishop of this synod,
1) the bishop, who has sole discretion, may, investigate such conditions personally together with a committee of two rostered ministers and one layperson; or
2) when such allegations have been brought to the synod's attention by an official recital of allegations by the congregation council, or by a petition signed by a least one-third of the voting members of the congregation, the bishop personally shall investigate such conditions together with a committee of two rostered ministers and one layperson.

c. In case of alleged disability or incapacity under paragraph a.4) above, the bishop's committee shall obtain and document competent medical opinion concerning the pastor's condition. When a disability or incapacity is evident to the committee, the bishop of this synod may declare the pastorate vacant. When the pastorate is declared vacant, the Synod Council shall list the pastor on the roster of ministers of Word and Sacrament with disability status. Upon resumption of the ability to conduct the office effectively, the bishop shall take steps to enable the pastor to resume the ministry, either in the congregation last served or in another appropriate call.

d. In the case of alleged local difficulties that imperil the effective functioning of the congregation, under paragraph a.3) above, the bishop's committee shall endeavor to hear from all concerned persons, after which the bishop together with the committee shall present their recommendations first to the pastor and then to congregation. The recommendations of the bishop's committee must address whether the pastor's call should come to an end and, if so, may suggest appropriate severance arrangements. The committee may also propose other actions that should be undertaken by the congregation and by the pastor, if appropriate. If the pastor and congregation agree to carry out such recommendations, no further action need be taken by this synod.

e. If either party fails to assent to the recommendations of the bishop's committee concerning the pastor's call, the congregation may dismiss the pastor only at a legally called meeting after consultation with the bishop, either (a) by a two-thirds vote of the voting members present and voting where the bishop and the committee did not recommend termination of the call, or (b) by a simple majority vote of the voting members present and voting where the bishop and the committee recommended termination of the call.

f. If, in the course of proceedings described paragraph c. or paragraph d. above, the bishop's committee concludes that there may be grounds for disciplinary action, the committee shall make recommendations concerning disciplinary action in accordance with the provisions of this church's constitution, bylaws, and continuing resolutions.

S14.13.01. Charges against and discipline of ordained ministers. Any charge against an ordained minister on the roster of this synod which could lead to disciplinary action against the minister involves this church and this synod. The procedural and substantive aspects attending presentation and disposition of such charges - including participation by the Consultation Committee, the Committee on Discipline and the Committee on Appeals - or matters jointly exercised by this church and this synod, as provided and prescribed in sections 20.11, 20.12, 20.13, 20.14, 20.15, 20.16, 20.20, of the ELCA Constitution, and its pertinent ELCA By-laws, +S14.13 of the Synod Constitution and these By-laws.

S14.13.02. Investigation Committee. The special committee described in S14.13.b. shall comprise, in addition to the bishop, persons who, generally, have eligibility, qualifications as provided in the first sentence of S11.01.09. Synod Council members may be appointed, and one of the ordained ministers of the special committee may be a pastor of the same conference

as the pastor involved in the case. However, no person who is a member of (a) the congregation involved in the case, (b) the Consultation Committee, (c) the Committee on Discipline or (d) any other unit of this church pertaining to consultation, discipline, appeals or adjudication is eligible to serve on the special committee.

S14.13.03. Non-disciplinary termination of call where effective function of Congregation is not imperiled. In the context of this paragraph, "Congregation" includes an organization to which the pastor is under call, and the participation by the congregation in the consultation described in this paragraph shall be by at least one of the offices of the organization other than such pastor. If a congregation seeks to terminate the call of a pastor under call to it in circumstances which do not (a) anticipate discipline, (b) involve the physical or mental capacity of the pastor, or (c) amount to local difficulties which imperil effective function of the congregation, and if the pastor declines to resign or to agree to the termination, the matter shall be processed in the same manner as provided in S14.13.d. The basis for any dismissal of a pastor pursuant to this paragraph shall be inability to conduct the pastoral office effectively in the congregation in view of local conditions and circumstances without reflection on the competence or the moral and spiritual character of the pastor. Any such dismissal shall include and be conditioned upon settlement and adjustment of outstanding obligations, if any, between the congregation and the dismissed pastor.

+S14.19 Ministers of Word and Sacrament shall respect the integrity of the ministry of congregations which they do not serve and shall not exercise ministerial functions therein unless invited to do so by the pastor, or if there is no duly called pastor, then by the interim pastor in consultation with the Congregation Council.

+S14.21. The records of all baptisms, confirmations, marriages, burials, communicants, members received, members transferred or dismissed, members who have become inactive, or members excluded from the congregation shall be kept accurately and permanently. They shall remain the property of each congregation. At the time of the closure of a congregation, such records shall be sent to the regional archives. The secretary of the congregation shall attest to the bishop of this synod that such records have been placed in the secretary's hands in good order by a departing pastor before:

a. installation in another call, or
b. approval of a request for change in roster status.

+S 14.22. The pastor shall make satisfactory settlement of all financial obligations to a former congregation before:

a. installation in another call, or
b. approval of a request for change in roster status.

+S14.23. During service to a congregation, an interim pastor shall have the rights and duties in the congregation of a regularly called pastor. The interim pastor may delegate the same in part to an interim supply pastor with the consent of the bishop of this synod. The interim pastor and any rostered minister who may assist shall refrain from exerting influence in the selection of a pastor. Upon completion of service, the interim pastor shall certify to the bishop of this synod that the congregation records, for the period for which the interim pastor was responsible, are in order.

+S14.24. With the approval of the synod bishop expressed in writing, which sets forth a clear statement of the purpose to be served by such a departure from the normal rule of permanency of the call as expressed in +S14.18., a congregation may call a pastor for a specific term of years. Details of such calls shall be in writing setting forth the purpose and conditions involved. Prior to the completion of a term, the bishop of this synod or a representative of the bishop shall meet with the pastor and representatives of the congregation for a review of the call. Such call may also be terminated before its expiration in accordance with the provisions of +S14.18.

S14.25. All ministers of Word and Sacrament under a call shall attend meetings of the Synod Assembly, and the pastors of congregations shall also attend the meetings of the conference, cluster, coalition or other area subdivision to which the congregation belongs.

**S14.30. Ministers of Word and Service**
The time and place of the consecration of those persons properly called to congregations or non-congregational service of this synod shall be authorized by the bishop of this synod.

+S14.31 The time and place of the ordination of those persons properly called to ministry in this synod shall be authorized by the bishop of this synod.

+S14.32. Consistent with the faith and practice of the Evangelical Lutheran Church in America, every Minister of Word and Service shall:

a. Be rooted in the Word of God, for proclamation and service;
b. Advocate a prophetic diakonia that commits itself to risk-taking and innovative service on the frontiers of the Church's outreach, giving particular attention to the suffering places in God's world;
c. Speak publicly to the world in solidarity with the poor and oppressed, advocating dignity, justice, and equity for all people, working for peace and reconciliation among the nations, caring for the marginalized, and embracing and welcoming racially and ethnically diverse populations:
d. Equip the baptized for ministry in God's world that affirms the gifts of all people;
e. Encourage mutual relationships that invite participation and accompaniment of others in God's mission;
f. Practice stewardship that respects God's gift of time, talents, and resources;
g. Be grounded in a gathered community for ongoing diaconal formation;
h. Share knowledge of this church and its wider ministry of the gospel, and advocate for the work of all expressions of this church; and
i. Identify and encourage qualified persons to prepare for ministry of the gospel.

S14.33. The minister of Word and Service shall become a member of the congregation upon receipt and acceptance of the letter of call. In a parish of multiple congregations, the minister of Word and Service shall hold membership in one of the congregations.

S14.34. Each minister of Word and Service on the roster of this synod shall submit a report of ministry to the bishop of the synod at least 90 days prior to each regular meeting of the Synod Assembly.

+S14.41. When a congregation of this church desires to call a minister of Word and Service or a candidate for the ministry of Word and Service of this church:

a. Each congregation of this synod shall consult the bishop of this synod before taking any steps leading to the extending of a call to a prospective minister of Word and Service.
b. For issuance of a letter of call to a minister of Word and Service or candidate by a congregation of this synod in accord with ELCA constitutional provision 7.71., a two-thirds vote shall be required of members of the congregation present and voting at a meeting regularly called for the purpose of issuing such a call.
c. When the congregation has voted to issue a call to a prospective minister of Word and Service, the letter of call shall be submitted to the bishop of this synod for the bishop's signature.

S14.42. No minister of Word and Service shall accept a call without first conferring with the bishop of this synod. A minister of Word and Service shall respond with an answer of acceptance or declination to a letter of call within 30 days of receipt of such call. In exceptional circumstances with the approval of the bishop of this synod and the president of the Congregation Council of the congregation issuing the call, an additional 15 days may be granted to respond to a letter of call.

+S14.43. The provisions for termination of the mutual relationship between a minister of Word and Service and a congregation shall be as follows:

a. The call of a congregation, when accepted by a minister of Word and Service, shall constitute a continuing mutual relationship and commitment which shall be terminated only by the deacon's death or, following consultation with the synod bishop, for any of the following reasons:

1) mutual agreement to terminate the call or the completion of a call for a specific term;
2) resignation of the minister of Word and Service, which shall become effective, unless otherwise agreed, no later than 30 days after the date on which it was submitted;
3) inability to conduct the office effectively in that congregation in view of local conditions;
4) inability to conduct the office effectively in view of disability or incapacity of the minister of Word and Service;
5) suspension of the minister of Word and Service through discipline for more than three months;
6) resignation or removal of the minister of Word and Service from the roster of ministers of Word and Service of this church;
7) termination of the relationship between this church and the congregation;
8) dissolution of the congregation or the termination of a parish arrangement; or
9) suspension of the congregation through discipline for more than six months.

b. When allegations of disability or incapacity of the minister of Word and Service under paragraph a.4) above, or ineffective conduct of the ministry of Word and Service under paragraph a.3) above, have come to the attention of the bishop of this synod,

1) the bishop, who has sole discretion, may investigate such conditions personally together with a committee of two rostered ministers and one layperson, or
2) when such allegations have been brought to the synod's attention by an official recital of allegations by the Congregation Council or by a petition signed by at least one-third of the voting members of the congregation, the bishop personally shall investigate such conditions together with a committee of two rostered ministers and one layperson.

c. In case of alleged disability or incapacity under paragraph a.4) above, the bishop's committee shall obtain and document competent medical opinion concerning the minister of Word and Service's condition. When a disability or incapacity is evident to the committee, the bishop of this synod may declare the position vacant. When the position is declared vacant, the Synod Council shall list the deacon on the roster of Ministers of Word and Service with disability status. Upon resumption of the ability to conduct the office effectively, the bishop shall take steps to enable the minister of Word and Service to resume the ministry, either in the congregation last served or in another appropriate call.

d. In the case of alleged local difficulties that imperil the effective functioning of the congregation under paragraph a.3) above, the bishop's committee shall endeavor to hear from all concerned persons, after which the bishop together with the committee shall present their recommendations first to the minister of Word and Service and then to the congregation. The recommendations of the bishop's committee address whether the minister of Word and Service's call should come to an end and, if so, may suggest appropriate severance arrangements. The committee may also propose other actions that should be undertaken by the congregation and by the minister of Word and Service, if appropriate. If the minister of Word and Service and congregation agree to carry out such recommendations, no further action need be taken by the synod.

e. If either party fails to assent to the recommendations of the bishop's committee concerning the minister of Word and Service's call, the congregation may dismiss the minister of Word and Service only at a legally called meeting after consultation with the bishop, either (a) by a two-thirds vote of the voting members present and voting where the bishop and the committee did not recommend termination of the call, or (b) by a

majority vote of the voting members present and voting where the bishop and the committee recommended termination of the call.

f. If, in the course of proceedings described in paragraph c. or paragraph d. above, the bishop's committee concludes that there may be grounds for disciplinary action, the committee shall make recommendations concerning disciplinary action in accordance with the provisions of this church's constitution, bylaws, and continuing resolutions.

+S14.44. Ministers of Word and Service shall respect the integrity of the ministry of congregations which they do not serve and shall not exercise ministerial functions therein unless invited to do so by the Congregation Council.

+S14.45. The minister of Word and Service shall make satisfactory settlement of all financial obligations to a former congregation before:

a. installation in another call, or
b. approval of a request for change in roster status.

+S14.46. With the approval of the synod bishop expressed in writing, which sets forth a clear statement of the purpose to be served by such a departure from the normal rule of permanency of the call as expressed in †S14.43., a congregation may call a minister of Word and Service for a specific term. Details of such calls shall be in writing setting forth the purpose and conditions involved. Prior to the completion of a term, the bishop of this synod or a representative of the bishop shall meet with the minister of Word and Service and representatives of the congregation for a review of the call. Such call may also be terminated before its expiration in accordance with the provisions of †S14.43.

S14.47. All ministers of Word and Service under a call shall attend meetings of the Synod Assembly, and the ministers of Word and Service of congregations shall also attend the meetings of the conference, cluster, coalition, or other area subdivision to which the congregation belongs.

# CHAPTER 15.
# FINANCIAL MATTERS

+S15.01. The fiscal year of this synod shall be February 1 through January 31.

+S15.11. Since the congregations, synods, and churchwide organization are interdependent expressions that share in God's mission, all share in the responsibility to develop, implement, and strengthen the financial support of the whole church. The gifts and offerings of the members of ELCA are given to support all parts of this church; thus the unity of this church should be evidenced in determining each part's share of the gifts and offerings. Therefore:

a. The mission of this church beyond the congregation is to be supported by such a proportionate share of each congregation's annual budget as each congregation determines. This synod shall develop guidelines for determining "proportionate share," and shall consult with congregational leaders to assist each congregation in making its determination.
b. This synod shall receive the proportionate share of the mission support from its congregations, and shall transmit that percentage or amount of each congregation's mission support as determined in consultation with the churchwide organization and approved by the Synod Assembly as part of its budget consideration.
c. Should the Synod Assembly not approve the proportionate share of mission support determined in consultation with the churchwide organization, a new consultation with the churchwide organization shall take place. The Synod Council is authorized to amend the budget adopted by the Synod Assembly to reflect the results of this consultation.

+S15.12. The annual budget of this synod shall reflect the entire range of its own activities and its commitment to supportive funding with other synods and the churchwide organization.

S15.13. On the basis of estimated income, the Synod Council shall authorize expenditures within the budget for the fiscal year. Expenditure authorizations shall be subject to revision, in light of changing conditions, by the Synod Council.

S15.14. Except when such procedure would jeopardize current operations, a reserve amounting to no more than 16% of the sum of the amounts scheduled in the next year's budget for regular distribution to synod causes shall be carried forward annually for disbursement in the following year in the interest of making possible a more even flow of income to such causes. The exact number of dollars to be held in reserve shall be determined by the Synod Council.

S15.21. No appeal to congregations of this or any other synod of the Evangelical Lutheran Church in America for the raising of funds shall be conducted by organizations or other congregations relating to or affiliated with this synod without the consent of the Synod Assembly or the Synod Council.

S15.21.01. Congregations. For purpose of S15.21. persons acting together for a common purpose on behalf of one or more congregations, even if without formal structure, may be deemed to be one or more congregations.

S15.21.02. Fund-raising. Except as the by-laws may otherwise provide, consent to an appeal for the raising of funds by one or more congregations or organizations relating to or affiliated with this synod shall be based upon an application for such consent. Such applications and their disposition shall be processed according to these provisions:

a. Each application shall be in writing and addressed to the Synod Council, identify all congregations or organizations making it, describe the purpose and scope of the proposed appeal, and include all supporting information the applicant believes pertinent.
b. The Synod Council need not entertain, and may deny summarily, an application from a congregation not current in fulfilling its obligations under Chapter 15 of this constitution or from an organization not fulfilling its affiliation to or relationship with the synod.
c. Before the Synod Council deems an application complete, it shall, in its discretion have a reasonable opportunity to ask the applicant for additional information, and the applicant shall have a reasonable time to reply.
d. Within one hundred eighty (180) days after the Synod Council deems the application to be complete, it shall act on it, giving written notice of the action to the applicant. Such action, in the Synod Council's discretion, may include any of the following:
    1) consent or conditional consent, on behalf of the synod, for the fund appeal.
    2) denial of consent which may, but need not, include one or more particular reasons for the denial.
    3) referral of the application, with or without recommendation, to the next Synod Assembly meeting.
e. The Synod Council's disposition of the application shall be final and may not be appealed or reviewed by the Synod Assembly, except when the application is referred by the Synod Council to the Synod Assembly, in which case it may be disposed of in any manner that the Synod Assembly in its discretion deems appropriate.
f. Consent by this synod under S15.21. is not applicable to and not required for:
    1) reasonable funding of conference activities by congregations pursuant to Chapter 12 of the Constitution.
    2) funding of a specific educational, charitable or benevolence project within the Statement of Purpose of this church by a congregation provided the congregation

a) throughout the period of funding is current in fulfilling its obligations under Chapter 15 of this constitution and
b) has invited a proposal for such funding.

3) funding of a specific joint educational, charitable or benevolence project within the Statement of Purpose of this church by or on the part of several congregations provided
a) each congregation is current in fulfilling its obligations under Chapter 15 of this constitution and
b) the funds for such activities and projects is provided by all or some of such congregations.

+S15.31. This synod shall arrange to have an annual audit of its financial records conducted by a certified public accountant firm recommended by the synod Audit Committee and approved by the Synod Council. The audited annual financial report shall be submitted by this synod to the Churchwide Office of the Treasurer and to the congregations of this synod.

+S15.32. This synod shall maintain adequate, continuous insurance coverage in accordance with standards recommended by the churchwide organization. Insurance programs offered or endorsed by the churchwide organization shall be deemed to fulfill this obligation.

# CHAPTER 16. INDEMNIFICATION

+S16.01. Subject to the limitations and duties imposed by law, each person who is or was made or threatened to be made a party to any proceeding by reason of the present or former capacity of that person as a Synod Council member, officer, employee, or committee member of this synod shall be indemnified against all costs and expenses incurred by that person in connection with the proceeding. Indemnification of any person by reason of that person's capacity as a director, officer, employee, or committee member of any other organization, regardless of its form or relationship to this synod, is subject to the provisions of †S16.02.

a. The term "proceeding" means a threatened, pending, or completed lawsuit, whether civil or criminal, an administrative or investigative matter, arbitration, mediation, alternative dispute resolution, or any other similar legal or governmental action. Except as otherwise required by law, the term "proceeding" does not include (a) any action by this synod against the individual seeking indemnification, or (b) subject to †S16.04., a disciplinary hearing or related process described in Chapter 20 of the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*.
b. The term "indemnification" includes reimbursement and advances of costs and expenses for judgments, penalties, fines, settlements, excise taxes, reasonable attorneys' fees, disbursements, and similar required expenditures.

+S16.02. Whenever a person who, while a Synod Council member, officer, committee member, or employee of this synod, is or was serving at the request of this synod as (or whose duties in that position involve or involved service in the capacity of) a director, officer, partner, trustee, employee, or agent of another organization, is or was made or threatened to be made a party to a proceeding by reason of such capacity, then such person shall not be entitled to indemnification unless (a) the Synod Council has established a process for determining whether a person serving in the capacity described in this section shall be entitled to indemnification in any specific case, and (b) that process has been applied in making a specific determination that such person is entitled to indemnification.

+S16.03. This synod may purchase and maintain insurance on behalf of itself or any person entitled to indemnification pursuant to this chapter against any liability asserted against and

incurred by this synod or by such other person in or arising from a capacity described in †S16.01. or †S16.02.

+S16.04. When written charges against a rostered minister of this church are made in disciplinary proceedings under Chapter 20 of the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America* by the synod bishop or written charges against a congregation are made by the Synod Council or the synod bishop, and the discipline hearing committee determines that no discipline shall be imposed, and such determination is not reversed or set aside if an appeal is taken, then indemnification shall be made by the synod to the accused for reasonable attorney's fees and other reasonable expenses related to the defense of the charges. The determination of the reasonableness of such fees and expenses shall be made by the Synod Council.

# CHAPTER 17.
# CONSULTATION AND ADJUDICATION

+S17.01. The synod bishop and the Executive Committee of the Synod Council shall be available to give counsel when disputes arise within this synod.

+S17.02. The synod bishop and the Executive Committee of the Synod Council shall receive expressions of concern from rostered ministers of this church, congregations, and organizations within this synod; provide a forum in which the parties concerned can seek to work out matters causing distress or conflict; and make appropriate recommendations for their resolution. When a concern relates directly to the synod bishop, the synod vice president will lead the Executive Committee's efforts at resolving the matter. When the matter at issue cannot be resolved in this manner, the applicable procedures for investigation, decision, appeal, and adjudication shall be followed. Allegations or charges that could lead to the discipline of a rostered minister of this church shall not be addressed by the Executive Committee but shall be resolved through the disciplinary process set forth in the *Constitution, By-laws, and Continuing Resolutions of the Evangelical Lutheran Church in America*.

+S17.03. When there is disagreement between or among congregations of this synod on a substantive issue that cannot be resolved by the parties, the council of an affected congregation may petition the synod bishop for a consultation after informing the other affected congregation(s) of its intent to do so. If this consultation fails to resolve the issue, the bishop shall refer the matter to the Consultation Committee of the synod, which shall undertake efforts to find an appropriate solution. If the Consultation Committee's efforts fail to resolve the issue(s), the entire matter shall be referred to the Synod Council for adjudication by whatever process the council deems necessary. The decision of the Synod Council shall be final.

+S17.04. When conferences, clusters, coalitions, or area subdivisions of this synod have a disagreement on a substantive issue they cannot resolve, the aggrieved party or parties may petition the synod bishop and the Executive Committee of the Synod Council requesting a consultation after informing the other affected parties of their intent to do so. In this case the decision of the Executive Committee shall prevail, except that, upon the motion of a member of the Synod Council, the decision shall be referred to the Synod Council for final action.

17.10 Adjudication in the Congregation

+S17.11. When there is disagreement between or among factions within a congregation on a substantive issue which cannot be resolved by the parties, members of the congregation may petition the synod bishop for consultation after informing the president of the Congregational Council of their intent to do so. The synod bishop shall seek a timely

resolution of the dispute. If the issue relates directly to the pastor, the bishop may begin the process in +S14.18.d. In all other matters, if the bishop's consultation fails to resolve the issue, the bishop shall refer the matter to the Consultation Committee of the synod, which shall undertake efforts to find an appropriate solution. If the Consultation Committee's efforts fail to resolve the dispute, the entire matter shall be referred to the Synod Council for adjudication by whatever process the council deems necessary. The Synod Council's decision shall be final.

# CHAPTER 18.
# AMENDMENTS, BY-LAWS, AND CONTINUING RESOLUTIONS

+S18.10. Amendments to Constitution.

+S18.11. Certain sections of this Constitution incorporate and record therein provisions of the constitution and by-laws of this church. If such provisions are amended by this church, corresponding amendments shall be introduced at once into this constitution by the secretary of this synod upon receipt of formal certification thereof from the secretary of the Evangelical Lutheran Church in America.

+S18.12. Whenever the secretary of the Evangelical Lutheran Church in America officially informs this Synod that the Churchwide Assembly has amended the Constitution for Synods, this constitution may be amended to reflect any such amendment by a majority vote at any subsequent meeting of the Synod Assembly without presentation at a prior Synod Assembly. An amendment that is identical to a provision of the Constitution for Synods shall be deemed to have been ratified upon its adoption by this synod. The Church Council, through the secretary of this church, shall be given prompt notification of its adoption.

+S18.13. Other amendments to this Constitution may be adopted by this synod through either of the following procedures:

a. Introduced with the support of at least 35 voting members and having been approved by a two-thirds vote of the voting members present and voting at a regular meeting of the Synod Assembly, an amendment may be adopted unchanged by a two-thirds vote at the next regular meeting of the Synod Assembly.

b. The Synod Council may propose an amendment, with notice to be sent to the congregations of this synod at least six (6) months prior to the next regular meeting of the Synod Assembly. Such an amendment shall require for adoption a two-thirds (2/3) vote of the voting members present and voting at such a regular meeting of this Synod Assembly.

All such amendments shall become effective upon ratification by the Churchwide Assembly or by the Church Council.

+S18.20. Amendments to By-laws

+S18.21. This synod may adopt By-laws not in conflict with this constitution or with the Constitution and By-laws of this church. This Synod may amend its by-laws at any meeting of the Synod Assembly by a two-thirds (2/3) vote of voting members of the assembly present and voting. Newly adopted by-laws and amendments to existing by-laws shall be reported to the secretary of this church.

+S18.30. Amendments to Continuing Resolutions

+S18.31. This synod may adopt continuing resolutions not in conflict with this constitution or its by-laws or its by-laws or the constitution, by-laws, and continuing resolutions of the churchwide organization. Such continuing resolutions may be adopted or amended by a majority vote of the Synod Assembly or by a two-thirds (2/3) vote of the Synod Council.

Newly-adopted continuing resolutions and amendments to existing Continuing Resolutions shall be reported to the secretary of this church.

# CHAPTER 19.
# APPENDIX

S19.01.01. The secretary shall maintain the Appendix of these by-laws, and an up-to-date copy shall be kept at the synod office. Where the by-laws require the Synod Council or a committee of the synod to file documentary material in the Appendix, the secretary or the committee chairperson, respectively shall be responsible for the filing. The people of the synod shall have unrestricted access to the contents of the Appendix. The Secretary may make regulations for orderly access such as requirements for an appointment at a specific time for access and reasonable allowance of time for access. Documents currently required to be in the Appendix shall not be removed, but the synod office, upon request by a person visiting the office and for a reasonable charge, may make a copy of any such document.

# Action by the Synod Council prior to Assembly Registration

January 2023…Synod Assembly Voting Membership Formula

**LAY VOTING MEMBERS**

Each congregation is entitled to two (2) lay voting members (one male and one female). Larger congregations that qualify for additional voting members shall elect/choose equally male and female members.

**NOTE … In addition…**

to the minimum number of lay delegates to the assembly, each congregation may include as a voting member a youth or young adult age 21 or younger who is a voting member of that respective congregation.

**CHART FOR ADDITIONAL VOTING MEMBERS**

Baptized membership as of December 31, 2022

- 500-1000...1 additional member...male or female
- 1001-1500...2 additional members...one male and one female
- 1501-2000...3 additional members...one male, one female, one either male or female
- 2001-2500...4 additional members...two male and two female
- 2501-3001...5 additional members...two male, two female, one either male or female

## Resolution 2017.05

| | |
|---|---|
| Title | Inclusion of All Rostered Ministers as Voting Members of the Synod Assembly |
| Moved | Rev. Philip D. Lund, retired |
| Seconded | Rev. James R. Lillie, retired |
| **VOTED:** | Motion carried. |
| SA17.06.05 | To approve Resolution 05.2017 Yes – 207, No – 32, Abstain - 0 |
| WHEREAS | the 2017 Central/Southern Illinois Synod (C/SIS) Synod Assembly adopted constitutional changes including changes to S7.22, regarding rostered ministers designated as disabled or on leave from call, and |
| WHEREAS | the C/SIS has made provision already for retired rostered ministers to participate as voting members of the Synod Assembly, and |
| WHEREAS | the only rostered ministers now excluded from voting membership at a C/SIS Synod Assembly are those designated as disabled or on-leave-from-call, therefore be it, |
| RESOLVED | that this synod establish processes that permit rostered ministers designated as disabled or on-leave from call as voting members of the Synod Assembly; and be it further |
| RESOLVED | that the Synod Council be charged with establishing such procedures beginning with the 2018 C/SIS Synod Assembly. |

## RESOLUTION 2014.02

| | |
|---|---|
| **Title** | **Synod Assembly Location** |
| Mover | Rev. Paul M. Thomas, Trinity Lutheran Church, Macomb |
| Seconder | Rev. Paul Schwartzkopf, retired |
| **VOTED:** | Motion carried. |
| SA14.06.09 | **To call** the question. |

*As to Resolution 02.2014*

| | |
|---|---|
| **VOTED:** | Motion carried. |
| SA14.06.10 | **To approve** Resolution 02.2014 |
| WHEREAS | C/SIS Resolution 89-13 *"Therefore be it resolved that Springfield, IL, be the Annual Assembly Site until such time that the Assembly decides otherwise,"* stipulates that Springfield, IL, be the Annual Assembly Site until such time that the Assembly decides otherwise; and |

WHEREAS a site outside of Springfield, IL may be a preferred site for an Assembly of this synod in any given year; and
WHEREAS action by the Assembly of the C/SIS is required to provide the flexibility to consider a site outside of Springfield, IL for an Assembly;
THEREFORE BE IT
RESOLVED that the restriction to Springfield, IL, set forth in C/SIS Resolution 89-13, as the Annual Assembly Site is removed.

## Resolution 2013.01

Title Extending Voice and Vote at Synod Assembly to On Leave from Call Pastors Serving as Interim Pastors
Mover Synod Council
Second None needed.

As to original Resolution
**VOTED:** Motion carried.
SA13.06.17 **To approve** Resolution 2013.01

WHEREAS the constitution of the Central/Southern Illinois Synod provides that this synod may establish processes that permit ordained ministers, associates in ministry, deaconesses, and diaconal ministers who are on leave from call on the roster of this synod to serve as voting members of the Synod Assembly, as long as the establishing of such does not conflict with any other constitutional provision regarding voting members of the Synod Assembly (S7.22); and
WHEREAS ordained ministers who are on leave from call may be appointed by the bishop, with the consent of the congregation or the Congregational Council, to be congregation's interim pastor (*C9.06); and
WHEREAS during the period of service as an interim pastor, the interim pastor shall have the rights and duties in the congregational of a regularly called pastor (*C9.07);
THEREFORE BE IT
RESOLVED that ordained ministers who are on leave from call on the roster of this synod and who are serving as the bishop's appointed interim pastor in a congregation at the time of the annual Synod Assembly be permitted to serve as voting members of that Synod Assembly, beginning with the 2014 Synod Assembly.