

CONSTITUTION FOR MOUNTAIN VIEW LUTHERAN CHURCH

Table of Contents	.1
Preamble	.2
Chapter 1 Name and Incorporation	.2
Chapter 2 Confession of Faith	.2
Chapter 3 Nature of the Church	.3
Chapter 4 Statement of Purpose	.3
Chapter 5 Powers of the Congregation	.5
Chapter 6 Church Affiliation	.6
Chapter 7 Property Ownership	.8
Chapter 8 Membership	.8
Chapter 9 The Pastor	.12
Chapter 10 Congregational Meeting	.16
Chapter 11 Officers	.18
Chapter 12 Congregation Council	.19
Chapter 13 Congregational Committees	.23
Chapter 14 Organizations within the Congregation	.24
Chapter 15 Discipline of Members	.24
Chapter 16 Bylaws	.26
Chapter 17 Amendments	.26
Chapter 18 Continuing Resolutions	.27
Chapter 19 Indemnification	.27
Chapter 20 Mission Endowment Fund	.28

CONSTITUTION FOR MOUNTAIN VIEW LUTHERAN CHURCH

***PREAMBLE**

We, baptized members of the Church of Christ, responding in faith to the call of the Holy Spirit through the Gospel, desiring to unite together to preach the Word, administer the sacraments, and carry out God's mission, do hereby adopt this constitution and solemnly pledge ourselves to be governed by its provisions. In the name of the Father and of the Son and of the Holy Spirit.

Chapter 1

NAME AND INCORPORATION

- C1.01 The name of this congregation shall be Mountain View Lutheran Church.
- C1.02 For the purpose of this constitution and the accompanying bylaws, the Mountain View Lutheran congregation is hereinafter designated as "this congregation."
- C1.03 This congregation shall be incorporated under the laws of the State of Washington.

Chapter 2

CONFESSION OF FAITH

- *C2.01 This congregation confesses the Triune God, Father, Son, and Holy Spirit.
- *C2.02 This congregation 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.
- *C2.03 This congregation 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.

- *C2.04 This congregation accepts the Apostles', Nicene, and Athanasian Creeds as true declarations of the faith of this congregation.
- *C2.05 This congregation 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.
- *C2.06 This congregation 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.
- *C2.07 This congregation 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 3

NATURE OF THE CHURCH

- *C3.01 All power in the Church belongs to our Lord Jesus Christ, its head. All actions of this congregation are to be carried out under his rule and authority.
- *C3.02 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. The Evangelical Lutheran Church in America, 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 congregation in our day.

Chapter 4

STATEMENT OF PURPOSE

- *C4.01 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.
- *C4.02 To participate in God's mission, this congregation as a part of the Church shall:
 - a. Worship God in proclamation of the Word and administration of the sacraments and through lives of prayer, praise, thanksgiving, witness, and service.

- b. 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.
- c. 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.
- d. Serve in response to God's love to meet human needs, caring for the sick and the aged, advocating dignity and justice for all people, working for peace and reconciliation among the nations, and standing with the poor and powerless, and committing itself to their needs.
- 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.

*C4.03 To fulfill these purposes, this congregation shall:

- a. Provide services of worship at which the Word of God is preached and the sacraments are administered.
- b. Provide pastoral care and assist all members to participate in this ministry.
- c. Challenge, equip, and support all members in carrying out their calling in their daily lives and in their congregation.
- d. Teach the Word of God.
- e. Witness to the reconciling Word of God in Christ, reaching out to all people.
- f. Respond to human need, work for justice and peace, care for the sick and the suffering, and participate responsibly in society.
- g. Motivate its members to provide financial support for the congregation's ministry and the ministry of other parts of the Evangelical Lutheran Church in America.
- h. Foster and participate in interdependent relationships with other congregations, the synod, and the churchwide organization of the Evangelical Lutheran Church in America.
- i. Foster and participate in ecumenical relationships consistent with church-wide policy.

- *C4.04 This congregation shall develop an organizational structure to be described in the bylaws. The Congregation Council shall prepare descriptions of the responsibilities of each committee, task force, or other organizational groups and shall review their actions.
- *C4.05 This congregation shall, from time to time, adopt a mission statement which will provide specific direction for its ministry.

Chapter 5

POWERS OF THE CONGREGATION

- *C5.01 The powers of this congregation are those necessary to fulfill its purpose.
- *C5.02 The powers of this congregation are vested in the Congregation Meeting called and conducted as provided in this constitution and bylaws.
- *C5.03 Only such authority as is delegated to the Congregation Council or other organizational units in the congregation's governing documents is recognized. All remaining authority is retained by the congregation. The congregation is authorized to:
 - a. call a pastor as provided in Chapter 9;
 - b. terminate the call of a pastor as provided in Chapter 9;
 - c. call or terminate the call of associates in ministry and diaconal ministers in conformity with the applicable policy of the Evangelical Lutheran Church in America;
 - d. approve the annual budget;
 - e. acquire real and personal property by gift, devise, purchase, or other lawful means;
 - f. hold title to and use its property for any and all activities consistent with its purpose;
 - g. sell, mortgage, lease, transfer, or otherwise dispose of its property by any lawful means;
 - h. elect its Congregation Council, boards, and committees, and require them to carry out their duties in accordance with the constitution, bylaws and continuing resolutions; and
 - i. terminate its relationships with the Evangelical Lutheran Church in American as provided in Chapter 6.
- *C5.04 This Congregation shall choose from among its voting members laypersons to serve as voting 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. The number

of persons to be elected by the congregation and other qualifications shall be as prescribed in guidelines established by this synod.

Chapter 6

CHURCH AFFILIATION

- *C6.01 This congregation shall be an interdependent part of the Evangelical Lutheran Church in America or its successor, and of the Southwestern Washington Synod of the Evangelical Lutheran Church in America. This congregation is subject to the discipline of the Evangelical Lutheran Church in America.
- *C6.02 This congregation accepts the Confession of Faith and agrees to the Purposes of the Evangelical Lutheran Church in America and shall act in accordance with them.
- *C6.03 This congregation acknowledges its relationship with the Evangelical Lutheran Church in America in which:
 - a. This congregation agrees to be responsible for its life as a Christian community.
 - b. This congregation pledges its financial support and participation in the life and mission of the Evangelical Lutheran Church in America.
 - c. This congregation agrees to call pastoral leadership from the clergy roster of the Evangelical Lutheran Church in America in accordance with its call procedures except in special circumstances and with the approval of the bishop of the synod.
 - d. This congregation agrees to consider associates in ministry and diaconal ministers for call to other staff positions in the congregation according to the procedures of the Evangelical Lutheran Church in America.
 - e. This congregation agrees to file this constitution and any subsequent changes to this constitution with the synod for review to ascertain that all of its provisions are in agreement with the constitution and bylaws of the Evangelical Lutheran Church in America and with the constitution of the synod.
- *C6.04 Affiliation with the Evangelical Lutheran Church in America may be terminated as follows:
 - a. This congregation takes action to dissolve.
 - b. This congregation ceases to exist.
 - c. This congregation is removed from membership in the Evangelical Lutheran Church in America according to the procedures for discipline of the Evangelical Lutheran Church in America.

d. This congregation follows the procedures outlined in *C6.05.

*C6.05 This congregation may terminate its relationship with the Evangelical Lutheran Church in America by the following procedures:

- a. A resolution indicating the desire of this congregation to terminate its relationship must be adopted at a legally called and conducted special meeting of this congregation by a two-thirds majority of the voting members present.
- b. The secretary of this congregation shall submit a copy of the resolution to the synodical bishop and shall mail a copy of the resolution to voting members of this congregation. This notice shall be submitted within 10 days after the resolution has been adopted.
- c. The bishop of the synod shall consult with this congregation during a period of at least 90 days.
- d. If this congregation, after consultation, still desires to terminate its relationship, such action may be taken at a legally called and conducted special meeting by a two-thirds majority of the voting members present, at which meeting the bishop of the synod or an authorized representative shall be present. Notice of the meeting shall be mailed to all voting members at least 10 days in advance of the meeting.
- e. A certified copy of the resolution to terminate its relationship shall be sent to the synodical bishop, at which time the relationship between this congregation and the ELCA shall be terminated.
- f. Notification of termination shall be forwarded by the synodical bishop to the secretary of this church and published in the periodical of this church.

*C6.06 If this congregation is considering relocation, it shall confer with the bishop of the synod before any steps are taken leading to such action. The approval of the Synod Council shall be received before any such action is effected.

Chapter 7

PROPERTY OWNERSHIP

- *C7.01 If this congregation ceases to exist, title to undisposed property shall pass to the Southwestern Washington Synod of the Evangelical Lutheran Church in America.
- *C7.02 If this congregation is removed from membership in the Evangelical Lutheran Church in America according to its procedure for discipline, title to property shall continue to reside in this congregation.
- *C7.03 If a two-thirds majority of the voting members of this congregation present at a regularly called and conducted special meeting of this congregation vote to transfer to another Lutheran church body, title to property shall continue to reside in this congregation. Before this congregation takes action to transfer to another Lutheran church body, it shall consult with representatives of the Southwestern Washington Synod.
- *C7.04 If a two-thirds majority of the voting members of this congregation present at a legally called and conducted special meeting of this congregation vote to become independent or relate to a non-Lutheran church body, title to property of this congregation shall continue to reside in this congregation only with the consent of the Synod Council. The Synod Council, after consultation with this congregation by the established synodical process, may give approval to the request to become independent or to relate to a non-Lutheran church body, in which case title shall remain with the majority of the congregation. If the Synod Council fails to give such approval, title shall remain with those members who desire to continue as a congregation of the Evangelical Lutheran Church in America.

Chapter 8

MEMBERSHIP

- *C8.01 Members of this congregation shall be those baptized persons on the roll of this congregation at the time that this constitution is adopted and those who are admitted thereafter and who have declared and maintain their membership in accordance with the provisions of this constitution and its bylaws.
- *C8.02 Members shall be classified as follows:
 - a. Baptized members are those persons who have been received by the Sacrament of Holy Baptism in this congregation, or, having been previously baptized in the name of the Triune God, have been received by certificate of transfer from other Lutheran congregations or by affirmation of faith.

B8.02.01 Admission to Baptized Membership

- 8 -

- a. Children, one or both of whose parents or guardians are members of this congregation, shall, upon receiving Christian baptism, be thereby received as baptized members of this congregation.
 - b. Children, neither of whose parents or guardians is a member of this congregation shall, upon Christian baptism duly recorded as a ministerial act performed under the auspices of this congregation, be thereby received as baptized members of this congregation unless there is an understanding that, for good reason, they will be enrolled as baptized members of another congregation, in which case notice of the baptism shall be sent to the congregation in which the child is to be enrolled as a baptized member.
 - c. Children baptized in other congregations shall be received as baptized members of this congregation upon admission of one or both parents or guardians, or by consent of one or both parents or guardians, or by action of the Congregation Council.
 - d. Unbaptized adults, upon giving evidence of adequate understanding and acceptance of the teachings of the Word of God as confessed by the Lutheran Church, shall be given Christian baptism and received as members of this congregation.
- b. Confirmed members: baptized persons who have been confirmed in this Congregation, those who have been received by adult baptism or by transfer as confirmed members from other Lutheran congregations, or baptized persons received by affirmation of faith.

B8.02.02 Admission to Confirmed Membership

- a. Baptized adults, not previously members of this congregation, who have been instructed and have given evidence of adequate understanding and acceptance of the teachings of the Word of God as confessed by the Lutheran Church, shall be admitted to confirmed membership through the Rite of Affirmation.
- b. Adults baptized according to the provisions of B8.02.01d shall be recognized as confirmed members, whether or not, at the discretion of the Congregation Council, they participate in the Rite of Affirmation.
- c. Children who are baptized members of this congregation shall be admitted to confirmed membership through instruction and the Rite of Affirmation.
- d. Applicants for membership who are members in good standing in other Lutheran churches shall be received as confirmed members upon acceptance of their letters of transfer by the Congregation Council.

- e. Applicants for membership, previously confirmed in a Lutheran congregation, but who do not have letters of transfer, shall be required to review their understanding of the faith through pastoral instruction and when it has been determined that they meet standards of Christian faith and life as indicated in C8.04, they shall be received by reaffirmation of faith.
- c. Voting members are confirmed members. Such confirmed members have communed and made a contribution of record during the current or preceding year.

B8.02.03 Voting Membership

The Congregation Council shall be responsible for determining voting membership in accordance with the qualifications specified in the Constitution and Bylaws.

- d. Associate members are persons holding membership in other [Lutheran] [Christian] congregations who wish to retain such membership but desire to participate in the life and mission of this congregation. They have all privileges and duties of membership except voting rights and eligibility for elected offices or membership on the Congregation Council of this congregation.

*C8.03 All applications for confirmed membership shall be submitted to and shall require the approval of the Congregation Council.

*C8.04 It shall be the privilege and duty of members of this congregation to:

- a. make regular use of the means of grace, both Word and sacraments;
- b. live a Christian life in accordance with the Word of God and the teachings of the Lutheran church; and
- c. support the work of this congregation, the synod, and the churchwide organization of the Evangelical Lutheran Church in America through contributions of their time, abilities, and financial support as biblical stewards.

B8.04.01 Communion Participation

- a. Participation in Holy Communion shall be open to all the baptized.
- b. Record of communion participation shall be entered in the record of this congregation and notice regarding members of other congregations sent to the respective pastors of the congregations of which they are members.

B8.04.02 Conflicting Loyalties

- a. While this church shall be open to all people for worship, for instruction, for pastoral care, and for the Christian fellowship of the congregation and its members, this congregation discourages all fellowship with organizations, secret or open which are avowedly religious or practice forms of religion without confessing faith in the Triune God and Jesus Christ as the eternal Son of God incarnate to be our only Savior from sin, and thus teach salvation by works.
- b. Ceremonies of lodges or other such organizations shall not be permitted in the sanctuaries or buildings or on the premises of this congregation.
- c. The pastors of this congregation and employed lay assistants to the pastoral office shall take no part in any such ceremonies even if conducted outside the church premises.

*C8.05 Membership in this congregation shall be terminated by any of the following:

- a. death;
- b. resignation;
- c. transfer or release;
- d. disciplinary action by the Congregation Council; or
- e. removal from the roll due to inactivity as defined in the bylaws.

Such persons who have been removed from the roll of members shall remain persons for whom the Church has a continuing pastoral concern.

B8.05.01 Maintenance of Membership

- a. Membership status is based on fulfilling the privileges and duties described in *C8.04.
- b. Members not fulfilling the privileges and duties described in *C8.04 for a period of one year shall be presumed no longer to desire membership. They shall lose the right to vote and shall not be counted in the membership statistics of this congregation. However, the members' names and records shall be kept in the files for a period of three years thereafter. Such persons shall be encouraged to resume participation in congregational life or to transfer to another congregation. If activity is resumed within the three year period, the members shall be restored to the active membership list; if not, they shall be dismissed from this congregation and, if possible, shall be notified of this action.

- c. Members who have been dismissed or who have resigned and members who have transferred to other Lutheran congregations or who are known to have become members of other congregations without transfer have thereby terminated their membership in this congregation and have surrendered all membership rights.
- d. Members who move away shall be encouraged to transfer. Any member desiring to affiliate with another Lutheran church shall, upon request, be entitled to a letter of transfer.

Chapter 9

THE PASTOR

*C9.01 Authority to call a pastor shall reside in this congregation by at least a two-thirds majority ballot vote of members present and voting at a meeting legally called for that purpose. Before a call is issued, the officers, or a committee elected by this congregation to recommend the call, shall seek the advice and help of the bishop of the synod.

B9.01.01 This congregation, after it has voted to call a pastor by at least a two-thirds majority, shall issue a letter of call to the pastor-elect in a form approved by the Evangelical Lutheran Church in America. The call shall bear the signatures of the chairman and secretary of the call meeting and shall be certified by the signature of the synodical bishop.

*C9.02 Only a member of the clergy roster of the Evangelical Lutheran Church in America or a candidate for the roster of ordained ministers who has been recommended for the congregation by the synodical bishop may be called as a pastor of this congregation.

*C9.03 Consistent with the faith and practice of the Evangelical Lutheran Church in America,

a. every ordained minister shall:

- 1.) preach the Word;
- 2.) administer the Sacraments;
- 3.) conduct public worship;
- 4.) provide pastoral care; and
- 5.) speak publicly to the world in solidarity with the poor and oppressed, calling for justice and proclaiming God's love for the world.

b. Each ordained minister with a congregational call shall, within the congregation:

- 1.) offer instruction, confirm, marry, visit the sick and distressed, and bury the dead;
 - 2.) supervise all schools and organizations of this congregation;
 - 3.) install regularly elected members of the Congregation Council; and
 - 4.) with the council, administer discipline.
- c. Every pastor shall:
- 1.) strive to extend the Kingdom of God in the community, in the nation, and abroad;
 - 2.) seek out and encourage qualified persons to prepare for the ministry of the Gospel;
 - 3.) impart knowledge of this church and its wider ministry through distribution of its periodicals and other publications; and
 - 4.) endeavor to increase the support given by the congregation to the work of the churchwide organization of the Evangelical Lutheran Church in America (ELCA) and of the Southwestern Washington Synod of the ELCA.

B9.03.01 Each pastor serving this congregation shall have an undivided loyalty to the faith and purpose of the Church, according to C2 through C4. Any question concerning such loyalty shall be adjudicated according to the recommended procedure of the Church.

*C9.04 The specific duties of the pastor, compensation, and other matters pertaining to the service of the pastor shall be included in a letter of call, which shall be attested by the bishop of the synod.

- *C9.05 a. The call of a congregation, when accepted by a pastor, shall constitute a continuing mutual relationship and commitment, which, except in the case of the death of the pastor, shall be terminated only following consultation with the synodical bishop and for 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, 30 days after the date on which it was submitted;
 - 3.) inability to conduct the pastoral office effectively in the Congregation in view of local conditions, without reflection on the competence or the moral and spiritual character of the pastor;
 - 4.) the physical or mental incapacity of the pastor;

- 5.) disqualification of the pastor through discipline on grounds of doctrine, morality, or continued neglect of duty;
 - 6.) the dissolution of the congregation; or
 - 7.) suspension of the congregation as a result of discipline proceedings.
- b. When allegations of physical or mental incapacity of the pastor or ineffective conduct of the pastoral office have come to the attention of the bishop of the synod, the bishop in his or her sole discretion may, or 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 shall, investigate such conditions personally in company with a committee of two ordained ministers and one layperson.
 - c. In case of alleged physical or mental incapacity, competent medical testimony shall be obtained. When such disability is evident, the bishop of the synod with the advice of the committee shall declare the pastorate vacant. Upon the restoration of a disabled pastor to health, the bishop of the synod shall take steps to enable the pastor to resume the ministry, either in the congregation last served or in another field of labor.
 - d. In the case of alleged local difficulties that imperil the effective functioning of the congregation, all concerned persons shall be heard, after which the bishop of the synod together with the committee described in *C9.05.b shall decide on the course of action to be recommended to the pastor and the congregation. If they agree to carry out such recommendations, no further action shall be taken by the synod. If either party fails to assent, the congregation may dismiss the pastor by a two-thirds majority vote of the voting members present at a regularly called meeting after consultation with the bishop.
 - e. If, in the course of proceedings described in *C9.05.d, the committee concludes that there may be grounds for disciplinary action, the committee shall make recommendations concerning disciplinary action to the synodical bishop who may bring charges, in accordance with the provisions of the constitution and bylaws of the Evangelical Lutheran Church in America and the constitution of this synod.
 - f. If, following the appointment of the committee described in C9.05.b or d, it should become apparent that the pastoral office cannot be conducted effectively in the congregation(s) being served by the ordained minister due to local conditions, the bishop of the synod may temporarily suspend the pastor from service in the congregation(s) without prejudice and with pay provided through a joint synodical and churchwide fund with housing provided by the congregation(s).

B9.05.01 Calls to clergy to the position of assistant/associate pastor shall be issued, in consultation with the senior pastor, in accordance with the provisions of B9.01.01. Each call

for such a pastor shall include the provision: This call shall automatically terminate at such time that the senior pastor resigns.

B9.05.02 Since both the pastor and the congregation are parties to the call, no pastor(s) shall announce a decision on any subsequent call without first having consulted with the Congregation Council. Should the pastor thereupon resign to accept another call, the resignation shall be presented to and acted upon by the Congregation Council on behalf of the congregation. Mutually satisfactory arrangements shall be made for terminating service, normally within thirty days.

B9.05.03 A desire for change in pastorate, either by the congregation or pastor(s), shall be brought to the attention of the synodical bishop, who shall advise in the matter, according to C9, and the established procedure of the Church.

*C9.06 At a time of pastoral vacancy, an interim pastor shall be appointed by the bishop of the synod with the consent of this congregation or the Congregation Council.

B9.06.01 Clergy qualified according to C9.02 may occasionally perform pastoral functions in this congregation with the approval of the Congregation Council and its pastor(s), or in case of vacancy in the pastorate, with the approval of the congregation and the synodical bishop.

*C9.07 During the period of service, an interim pastor shall have the rights and duties of a regularly called pastor and may delegate the same in part to a supply pastor with the consent of the bishop of the synod and this congregation or Congregation Council. The interim pastor and any ordained pastor providing assistance shall refrain from exerting influence in the selection of a pastor.

*C9.08 This congregation shall make satisfactory settlement of all financial obligations to a former pastor before calling a successor. A pastor shall make satisfactory settlement of all financial obligations to this congregation.

*C9.09 When a pastor is called to serve in company with another pastor or pastors, the privileges and responsibilities of each pastor shall be specified in documents to accompany the call and to be drafted in consultation involving the pastors, the Congregation Council, and the bishop of the synod. As occasion requires, the documents may be revised through a similar consultation.

*C9.10 With the approval of the bishop of the synod the congregation may depart from *C9.05.a and call a pastor 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 or a designated 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 *C9.05.a.

*C9.11 The pastor of this congregation:

- a. shall keep accurate parochial 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 the synod; and
- c. shall become a member of this 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.

*C9.12 The pastor(s) shall submit a report of his or her ministry to the bishop of the synod at least 90 days prior to each regular meeting of the Synod Assembly.

Chapter 10

CONGREGATION MEETING

C10.01 The annual and other meetings of this congregation shall be held at a time specified in the bylaws.

B10.01.01 The annual meeting and elections shall be held in May and the congregation shall meet in November to review the budget for the year to come. It shall be the responsibility of the Congregation Council to establish the dates for all congregational meetings.

B10.01.02 The order of business at the annual meeting shall be:

- a. Opening devotion
- b. Approval of the minutes
- c. Reports of the pastors, the Congregation Council, the treasurer, congregational committees, ministry groups, and organizations
- d. Unfinished business
- e. New business, including the election of the Congregation Council members and Nominating Committee
- f. Closing prayer

C10.02 A special congregational meeting may be called by the pastor, the Congregation Council, or the president of this congregation, and shall be called at the written request of at least 10% of the voting members. The call for each special meeting shall specify the purpose for which it is to be held, and no other business shall be transacted.

C10.03 Notice of all meetings of this congregation shall be given at the services of worship on the preceding two consecutive Sundays and by written notice in each member's designated congregational mailbox to all voting members at least 10 days in advance of the date of the meeting.

C10.04 Ten percent (10%) of voting members shall constitute a quorum.

B10.04.01 The current roster of voting, confirmed, and baptized members shall be determined prior to each annual congregational meeting.

C10.05 Voting by proxy or by absentee ballot shall not be permitted.

C10.06 All actions by this congregation shall be by majority vote except as otherwise provided in this constitution.

B10.06.01 In the following cases, voting shall be by ballot:

- a. To elect the Congregation Council.
- b. To adopt or amend the Articles of Incorporation.
- c. To call a pastor or to request pastoral resignation.
- d. To discipline a member of this congregation or to remove a member from office in this congregation.
- e. To sever membership in the ELCA.
- f. To dispose of, encumber, or purchase real property.
- g. When requested by ten or more voting members.

C10.07 Robert's Rules of Order, latest edition, shall govern parliamentary procedure of all meetings of this congregation.

Chapter 11

OFFICERS

C11.01 The officers of this congregation shall be a president and a secretary and such vice presidents and treasurer as stated in the bylaws.

- a. Duties of the officers shall be specified in the bylaws.
- b. Officers of this congregation shall serve similar offices of the Congregation Council and, with the exception of the treasurer, shall be voting members of the Congregation Council.

B11.01.01 The officers of this congregation, with the exception of the treasurer, shall be elected by and from the Congregation Council. The treasurer will be appointed by the Congregation Council. The treasurer will be a nonvoting member of the Congregation Council and shall not be required to attend each meeting.

B11.01.02 Duties of the officers shall be:

- a. President: presides over all meetings of the Congregation Council and the Congregation Meeting. He/she shall also call special meetings of the congregation or the Congregation Council as required. He/She shall set the council agenda in consultation with the Sr. Pastor.
- b. Vice president: preside in the absence of the president and be the congregation's representative to the Conference. Additionally, the vice-president or vice presidents can be assigned specific roles of responsibility delegated by the Congregation Council.
- c. Secretary: keep the minutes of the Congregation Council and of this congregation and be responsible for their distribution to the congregation; submit official documentation to the synod as required.
- d. Treasurer: be responsible to oversee the recording and proper disbursement of congregational funds, in accordance with the approved budget and the direction of the Congregation Council. The Treasurer's presence at Council meetings is as directed by the council.

C11.02 The officers shall be elected at a regularly called Congregation Meeting or by the Congregation Council in accordance with the Bylaws and shall serve until the expiration of their term or the later election of successor officers.

B11.02. At the next regularly scheduled meeting of the Congregation Council after members of the Congregation Council are elected, the first order of business shall be the election of officers. In the event the office of president is vacant at the time of said meeting the vice president, secretary or pastor shall conduct the elections.

C11.03 No officer shall hold more than one office at a time.

B.11.03.01 Term of Office: The officers of the Congregation shall serve a term of one year.

B.11.03.02 Consecutive Terms: No elected officer shall be eligible to serve more than five consecutive terms in the same office.

Chapter 12

CONGREGATION COUNCIL

C12.01 The voting membership of the Congregation Council shall consist of the called pastor(s) and not less than five (5) nor more than twelve (12) members of this congregation including the officers of this congregation. Any voting member of this congregation may be elected, subject only to the limitation on the length of continuous service permitted in that office. A member's place on the Congregation Council shall be declared vacant if the member:

- a. ceases to be a voting member of this congregation; or
- b. is absent from three successive regular meetings of the Congregation Council.

B12.01.01 Congregation Council members shall be elected for a term of one year.

B12.01.02 When a member of the Congregational Council is absent from three consecutive regular meetings, the member's place on the Congregational Council will be declared vacant. Any member with two consecutive absences from regular meetings shall be notified thereof by the secretary.

B12.01.03 Each January, the Congregation Council shall vote upon the number of members of the Congregation Council in addition to the called pastors. This vote shall be recorded in the minutes and communicated to the members of the Nominating Committee.

C12.02 The lay members of the Congregation Council shall be elected at a regularly called meeting of the congregation.

B12.02.01 Congregation Council members shall be elected for a term of one year. Members of the Congregation Council shall be nominated by the Nominating Committee with nominations published in the announcements section of the worship folder or bulletin not later than four Sundays prior to the Sunday of the election. Any member of the Congregation wishing to nominate another member for consideration in addition to those nominations presented by the Committee shall, not later than two Sundays before the election, file with the Congregation President or the Church Office a written nomination, together with the endorsement of no less than seven additional congregation members. The Nominating Committee's nominations shall be clearly designated on the written ballot.

B12.02.02 If elected to a second or subsequent term of office, a member of the Congregation Council shall be eligible to succeed him/herself in office for a period not to exceed a maximum term in office of five years.

B12.02.03 Congregation Council members shall be elected at the May meeting of the Congregation, known as the Annual Meeting.

B.12.02.04 The term of office of a Congregational Council member shall be one year with the term of office beginning on June 1 and ending on May 31.

B.12.02.05 Congregation Council members shall be installed each year they serve at worship the Sunday prior to the date they assume office.

C12.03 Should a member's place on the Congregation Council be declared vacant, the Congregation Council may elect, by majority vote, a successor until the next congregation meeting at which council members are elected.

C12.04 The Congregation Council shall have general oversight of the life and activities of this congregation, to the end that everything be done in accordance with the Word of God and the faith and practice of the Evangelical Lutheran Church in America. The duties of the Congregation Council shall include the following:

- a. To lead this congregation in stating its mission and vision, to do long-range planning, and relate to the aforementioned set goals and priorities, while evaluating existing activities consistent with the mission, vision and goals.
- b. To seek to involve all members of this congregation in worship, learning, witness, service, and support of the Great Commission and the Great Commandment.
- c. To oversee and provide for the administration of this congregation to enable it to fulfill its functions and perform its mission.
- d. To maintain supportive relationships with the pastor[s] and staff and help them annually to evaluate the fulfillment of their calling, appointment, or employment.
- e. To be examples individually and corporately of the style of life and ministry expected of all baptized persons.
- f. To promote a congregational climate of understanding and commitment to mission and, as differences and conflicts arise, foster the peace of the Lord among the membership.
- g. To arrange for pastoral service during the sickness or absence of the pastor.

- h. To emphasize partnership with the synod and churchwide units of the Evangelical Lutheran Church in America as well as cooperation with other congregations, both Lutheran and non-Lutheran, subject to established policies of the synod and the Evangelical Lutheran Church in America.

C12.05 The Congregation Council shall be responsible for the financial and property matters of this congregation.

- a. The Congregation Council shall be the board of directors of this congregation, and as such shall be responsible for maintaining and protecting its property and the management of its business and fiscal affairs. It shall have the powers and be subject to the obligations that pertain to such boards under the laws of the State of Washington, except as otherwise provided herein.
- b. The Congregation Council shall not have the authority to buy, sell, or encumber real property unless specifically authorized to do so by a meeting of this congregation.
- c. The Congregation Council shall prepare and adopt an annual budget for review by this congregation at a regularly called meeting of this congregation, shall supervise the expenditure of funds in accordance therewith following its adoption, and may incur obligations in excess of reasonably anticipated receipts in an amount no greater than 10 percent of the total annual budget except as approved by a congregation meeting. The budget shall include this congregation's indicated share in support of the wider ministry being carried on in partnership with the synod and churchwide organization.
- d. The Congregation Council shall be responsible to see that the financial affairs of this congregation are being conducted efficiently, giving attention to the prompt payment of all obligations and to the regular forwarding of benevolence monies to the synod treasurer.
- e. The Congregation Council shall be responsible for this congregation's investments and for adequate insurance concerning the assets and potential liabilities of this congregation.

C12.06 The Congregation Council shall see that the provisions of this constitution, its bylaws, and the continuing resolutions are carried out.

C12.07 The Congregation Council shall provide for an annual review of the membership roster.

C12.08 The Congregation Council shall be responsible for the appointment and supervision of the salaried lay workers of this congregation.

C12.09 The Congregation Council shall submit a comprehensive report to this congregation at the annual meeting.

C12.10 The Congregation Council shall meet regularly, not less than ten times per year in regularly scheduled meetings and/or retreat settings to review and conduct the ministry and business of this congregation. Special meetings may be called by the pastor or the president, and shall be called at the request of at least one-half of its members. Notice of each special meeting shall be given to all who are entitled to be present.

B12.10.01 All Congregation Council meetings, with the exception of meetings conducted in executive session and meetings conducted in retreat format shall be open to members of this congregation. At least six of the meetings of the Council each year shall be conducted on premises and shall be open to Congregation members. Voice to members of the congregation and guests at Congregation Council meetings is granted at the discretion of the President.

B12.10.02 No Congregation Council business shall be transacted unless at least half of the members are present.

C12.11 A quorum for the transaction of business shall consist at least half of the members of the Congregation Council, including the pastor(s) or interim pastor(s).

C12.12 The Congregation Council shall oversee all organizations within the congregation, review their decisions and recommendations, and guide their activities.

B12.12.01 Responsibilities of the Congregation Council

- a. Secure such staff as is needed to carry on the work of this congregation.
- b. Make adjustments in the salary of the pastor(s).
- c. Establish dates of congregational meetings.
- d. Approve and present the annual congregational budget.
- e. Oversee all congregational committees and ministry groups.
- f. Appoint financial secretaries and tellers whose duty shall be to count and record weekly offerings, under the supervision of the Congregation Council or Treasurer.

Chapter 13

CONGREGATIONAL COMMITTEES

C13.01 A Nominating Committee shall be composed of five members serving a term of one year. Two members shall be elected by the Congregation Council from its members and three members shall be elected by this congregation at the same meeting as when Congregation Council members are elected. Members of the Nominating Committee may serve no more than two consecutive terms. Nominating Committee vacancies shall be filled by Congregation Council appointment.

B13.02.01 The Nominating Committee, in consultation with the senior pastor, is responsible to secure the permission of and nominate a qualified person for each vacant elective position on the Congregation Council as provided in C13.02.

B13.02.02 The Nominating Committee is in consultation with the senior pastor is responsible to nominate the three members of the next Nominating Committee to be elected by the Congregation. Presumptive consideration shall be given to the nomination of past members of the Congregation having served as Council Members within the past seven years.

C13.03 A Call Committee of not less than six nor more than ten voting members shall be elected by this congregation when a pastoral vacancy occurs. Its term of office will terminate at the installation of the newly-called pastor.

C13.04 The meetings of the foregoing committees are open by invitation only.

C13.05 Other congregational committees or ministry groups may be formed by the Congregation Council as the need arises.

Chapter 14

ORGANIZATIONS WITHIN THE CONGREGATION

C14.01 All organizations within this congregation shall exist to aid it in ministering to the members of this congregation and to all persons who can be reached with the Gospel of Christ. As outgrowths and expressions of this congregation's life, the organizations are responsible to report concerning their membership, work, and to make expenditures within the budget, except as approved by the Congregation Council.

B14.01.01 All committees, ministry groups, and organizations chartered by this congregation or the Congregation Council shall submit monthly or special reports to the Congregation Council as required and shall annually submit a report for the congregational annual meeting.

B14.01.02 All committees, ministry groups, and organizations handling funds shall submit accounts to the congregational treasurer upon request for inclusion in the treasurer's report to this congregation.

C14.02 Special interest groups, other than those of the official organizations of the Evangelical Lutheran Church in America, may be organized only after authorization has been given by the Congregation Council and specified in a continuing resolution.

Chapter 15

DISCIPLINE OF MEMBERS AND ADJUDICATION

*C15.01 Denial of the Christian faith as described in this constitution, conduct grossly unbecoming a member of the Church of Christ, or persistent trouble-making in this congregation are sufficient cause for discipline of a member. Prior to disciplinary action, reconciliation will be attempted following Matthew 18:15-17, proceeding through these successive steps:

- a. private admonition by the pastor;
- b. admonition by the pastor in the presence of two or three witnesses; and
- c. citation to appear before the Congregation Council.

If for any reason the pastor is unable to administer the admonitions required by a. and b. hereof, the president or vice president shall administer such admonitions.

*C15.02 The process for discipline of a member of the congregation shall be governed as prescribed by the chapter on discipline in the Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America. A member charged with the offense shall appear before the Congregation Council after having received a written notice, at least 10 days prior to the meeting, specifying the exact charges that have been made against the member.

*C15.03 Members of the Congregation Council who participate in the preparation of the written charges or who present evidence or testimony in the hearing before the Congregation Council are disqualified from voting upon the question of the guilt of the accused member. Should the allegations be sustained by a two-thirds majority vote of the members of the Congregation Council who are not disqualified but who are present and voting, and renewed admonition proves ineffectual, the Congregation Council shall impose one of the following disciplinary actions:

- a. censure before the Congregation Council or congregation;
- b. suspension from membership for a definite period of time; or
- c. exclusion from membership in this congregation.

Disciplinary actions b. and c. shall be delivered to the member in writing.

*C15.04 The member against whom disciplinary action has been taken by the Congregation Council shall have the right to appeal the decision to the Synod Council. Such right may not be abridged and the decision of the Synod Council shall be final.

*C15.05 Disciplinary actions may be reconsidered and revoked by the Congregation Council upon receipt of:

- a. evidence that injustice has been done; or
- b. evidence of repentance and amendment.

*C.15.06 Adjudication

When there is disagreement among factions within this Congregation on a substantive issue that cannot be resolved by the parties, members of this Congregation shall have access to the Synod Bishop for consultation after informing the President of the Congregation Council of their intent. If the consultation fails to resolve the issue(s), the Consultation Committee of the Synod shall consider the matter. If the Consultation Committee of the Synod shall fail to resolve the issue(s), the matter shall be referred to the Synod Council, whose decision shall be final.

Chapter 16

BYLAWS

*C16.01 This Congregation may adopt bylaws. No bylaw may conflict with this constitution. Bylaws may impose more restrictive conditions than this Constitution.

*C16.02 Bylaws may be adopted or amended at any properly called meeting of this Congregation with a quorum present by a majority vote of those voting members present and voting.

*C16.03 Changes to the bylaws may be proposed by any voting member provided, however, that such additions or amendments be submitted in writing to the Congregation Council at least 60 days before a regular or special Congregation meeting called for that purpose and that the Congregation Council notify the members of the proposal with its recommendations at least 30 days in advance of the Congregation meeting.

*C16.04 Approved changes to the bylaws shall be sent by the secretary of this congregation to the synod.

Chapter 17

AMENDMENTS

*C17.01 Amendments to this Constitution may be proposed by at least 10 voting members or by the Congregation Council. Proposals must be filed in writing with the Congregation Council 60 days before formal consideration by this Congregation at its regular or special meeting called

for that purpose. The Congregation Council shall notify the members of the proposal with the council's recommendations at least 30 days in advance of the meeting.

*C17.02 A proposed amendment to this Constitution shall:

- a. be approved at a properly called meeting according to this Constitution by a majority vote of those present and voting;
- b. be ratified without change at the next regularly called congregation meeting by a two-thirds majority vote of those present and voting; and
- c. have the effective date included in the resolution and noted in the Constitution.

*C17.03 Any amendments to this Constitution shall be sent by the secretary of this congregation to the synod. The amendment shall become effective immediately upon mailing to the synod, subject to reconsideration if, within 120 days from the date of the receipt of the notice by the synod, the synod informs this congregation that the amendment is in conflict with the Constitution and Bylaws of the Evangelical Lutheran Church in America, or the Constitution of the Southwestern Washington Synod. In the event any such notice is received, a special congregation meeting shall be called by the president to resolve the conflict.

*C17.04 Whenever the Model Constitution for Congregations is amended by the Churchwide Assembly, this Constitution may be amended to reflect any such amendment by a simple majority vote at any subsequent meeting of the congregation without presentation at a prior meeting of the congregation, provided that the Congregation Council has submitted written notice to the congregation of such an amendment or amendments at least 30 days prior to the meeting through regular channels. Following the adoption of an amendment, the secretary of this congregation shall submit a copy thereof to the synod, consistent with C17.03.

Chapter 18

CONTINUING RESOLUTIONS

C18.01 The Congregation Council may enact continuing resolutions which describe the function of the various committees or organizations of this congregation.

C18.02 Continuing resolutions shall be enacted or amended by a two-thirds vote of all voting members of the Congregation Council.

Chapter 19

INDEMNIFICATION

C19.01 Liability of Officers, Directors and Members

- a. **Lack of Personal Liability:** No officer, director or member of the Corporation shall be personally liable to the Corporation for monetary damages for conduct as an officer, director or member, when conduct takes place on or after the date this Article becomes effective, except for (i) acts or omissions that involve intentional misconduct or a knowing violation of law by the officer, director or member; and (ii) any transaction from which the officer, director or member will personally receive a benefit in money, property or service to which the officer, director or member is not legally entitled.
- b. **Amendment of Act:** If the Washington Nonprofit Corporation Act is amended or superseded to authorize corporate action further eliminating or limiting the personal liability of officers, directors and/or members, then the liability of an officer, director or member of the Corporation shall be eliminated or limited to the fullest extent permitted by the Washington Nonprofit Corporation Act, as so amended or superseded.
- c. **Repeal of Article:** Any repeal or modification of this Article by the Corporation shall not adversely affect any right or protection of an officer, director or member existing at the time of such repeal or modification.
- d. **Prior Acts:** This provision shall not eliminate or limit the liability of a director for any act or omission occurring prior to the date this Article becomes effective.

C19.02 Indemnification of Officers, Directors, Members, Employees and Agents

The Corporation shall indemnify to the fullest extent permitted by the Washington Nonprofit Corporation Act, as may be amended or superseded, any person who has been made, or is threatened to be made, a party to any action, suit or proceeding, whether civil, criminal, administrative, investigative, or otherwise (including an action, suit or proceeding by or in the right of the Corporation), by reason of the fact that he or she is or was an officer, director or member of the Corporation or a fiduciary within the meaning of the Employee Retirement Income Security Act of 1974 as amended, with respect to an employee benefit plan of the Corporation, or serves or served at the request of the Corporation as a director, or as an officer, or as a fiduciary of an employee benefit plan of another corporation, partnership, joint venture, trust or other enterprise. In addition, the Corporation shall pay for or reimburse any expenses incurred by such persons who are parties to such proceedings, in advance of the final disposition of such proceedings, to the full extent permitted by the Washington Nonprofit Corporation Act, as may be amended or superseded.

Chapter 20

MISSION ENDOWMENT FUND

C20.01 Establishment of Fund

This congregation shall establish and maintain a fund known as the Mountain View Lutheran Church Mission Endowment Fund (“Fund”). The purpose of the Fund shall be to provide, in our response to the Holy Spirit, permanent financial support of the mission and ministry of Mountain View Lutheran

Church as we seek to pray, serve, love, learn and invite all to experience God's grace and celebrate the Good News of Jesus Christ. Its governance and operational procedure shall be defined as set forth below.

C20.02 Mission Endowment Committee

This congregation shall establish a Mission Endowment Committee ("Committee"), which shall consist of not less than seven (7) nor more than thirteen (13) voting members of Mountain View Lutheran Church. The lead pastor shall be a voting member of the Committee. In addition, one member of the Committee shall be elected by the Congregational Council from its own membership and shall serve a one (1) year term. The remaining members shall be elected from the congregation on a staggered basis for three (3) year terms by the congregation at its annual meeting. No member shall serve more than three (3) consecutive terms; provided that after a lapse of one (1) year, former Committee members may be reelected. The Congregational Council shall have the authority to appoint members to fill vacancies, the term of which appointment shall be until the next annual meeting.

C20.03 Duties of the Committee

The duties of the Committee shall be as follows:

- a. To create and provide for management of a general endowment fund for this congregation, together with such additional funds as may be needed to fulfill specific requirements of donors.
- b. To determine and fulfill policies and procedures for the soliciting, processing and disposition of grant requests in accordance with the requirements and limitations of various funds.
- c. To educate the congregation about the Fund, promote the Fund and solicit donations in an appropriate manner.
- d. To report at least annually to the congregation new gifts, investment returns earned by the Fund, the size of the Fund, details of specific grants given, a list of all grant requests and disposition on requests.
- e. To assist donors in the process of making gifts to the Fund, and establish policies and procedures for accepting or rejecting proposed gifts by donors.

C20.04 Operation of Committee

- a. The Committee shall meet at least twice a year, or more frequently as deemed by it in the best interest of the Fund.

- b. A quorum shall consist of a majority of voting members. When a bare majority of members are present at a meeting, a unanimous vote shall be required to carry any motion or resolution.
- c. The Committee shall elect from its membership a chairperson, a recording secretary and a financial secretary. The chairperson, or member designated by the chairperson, shall preside at all Committee meetings.
- d. The recording secretary shall maintain complete and accurate minutes of all meetings and supply a copy thereof to each member of the Committee. Each member shall give a complete copy of minutes to be delivered to his or her successor. The recording secretary shall also supply a copy of the minutes to the Congregational Council.
- e. The financial secretary shall work with this congregation's treasurer in maintaining and coordinating complete and accurate accounts for the Fund.
- f. The chairperson, financial secretary, and recording secretary of this Committee and the officers of the Congregational Council shall have the authority to sign checks and other necessary documents on behalf of this congregation in furtherance of the purposes of the Fund. All checks and documents to open investment accounts shall be signed by at least two individuals stated above.
- g. The Congregational Council shall determine whether and to what extent the books of the Fund shall be audited, which may include one or both of the following:
 - (a) Creation of an Audit Subcommittee with authority over the books of the Fund and the responsibility to report on a regular basis to the Congregational Council and to the congregation; and/or
 - (b) Periodic retention of a certified public accountant who is not a member of the Committee to audit, review or compile the books of the Fund as determined by the Congregational Council and to report to the Congregational Council and the congregation.
- h. The Committee may in its discretion, create such other subcommittees as it deems appropriate for management of the Fund. Additionally, the Committee may request other members of the congregation to serve as advisory members and, at the expense of Fund income, may provide for such professional counseling on investments or legal matters as it deems to be in the best interests of the Fund.
- i. Members of the Committee shall not be liable for any losses which may be incurred upon the investments of the assets of the Fund except to the extent such losses shall have been caused by bad faith or gross negligence. No member who acts in good faith and with ordinary prudence shall be personally liable. Each member shall be liable only for willful

misconduct or omissions, and shall not be liable for the acts or omissions of any other member. No member shall engage in any “self-dealing” or transactions with the Fund in which the member has a direct or indirect financial interest and shall at all times refrain from any conduct in which such member’s personal interests would conflict with the interest of the Fund.

C20.05 Management and Distribution of Fund Assets

- a. All assets are to be held in the name of the Mountain View Lutheran Church Mission Endowment Fund. The assets of the Fund shall be divided into two (2) general categories: (1) the General Endowment Fund consisting of undesignated and unrestricted gifts to the Fund; and (2) such specific funds as donors may create through designated and/or restricted gifts to the Fund.
- b. The Committee shall establish and recommend to the Congregational Council an investment policy for Fund assets. Pursuant to such policy, the Committee shall have the authority to make all decisions to hold, sell, exchange, rent, lease, transfer, convert, invest, reinvest and in all other respects manage and control the assets of the Fund, including stocks, bonds, debentures, mortgages, notes or other securities, as in the judgment and discretion the Committee deems wise and prudent and to execute such decisions. In the event that the Committee elects to use a Foundation to manage the Fund and Foundation’s investment policy, procedures, or mission no longer aligns with the desires of the purposes of this Fund or the Committee, Congregation Council, or Congregation, the Committee may, upon two-thirds (2/3) majority vote may withdraw all funds from the Foundation and reinvest those funds in accordance with the investment policy.
- c. The Committee shall determine what is principal and income according to accepted accounting procedures.
- d. Gifts and bequests to the General Endowment Fund, and the income generated thereby, shall accumulate until the principal amount of \$20,000 is achieved, after which up to 10% of the balance at June 30th of the preceding year of the General Endowment Fund may be distributed in the following calendar year as approved by the Committee.
- e. The Committee shall distribute income and principal of assets given to specific funds within the Fund in accordance with the directions of the donor(s) thereof or, absent such directions, in accordance with the provisions set forth herein. Income will not be allocated to specific funds with a principal balance under \$5,000. Such income shall be accumulated and transferred to the General Endowment Fund to simplify the accounting process.
- f. The Committee shall use the Fund to enhance the mission and ministry of Mountain View Lutheran Church apart from the general operation of the congregation and no portion of

the Fund shall be used for the ordinary operating expenses of the congregation unless specifically designated for such purpose by the donor(s) or in accordance with paragraph g. below.

- g. When, in the opinion of the Committee, circumstances are such that the future of this congregation is at stake, and that the only reasonable recourse is deemed to be use of the Fund, the Committee may, upon two-thirds (2/3) majority vote, recommend to the congregation that a portion of the income or principal of the fund be used to pay ordinary operating expenses of the congregation. A distribution proposed under this paragraph may be of any amount and may be in addition to the annual distribution authorized under paragraph d. above.

C20.06 Distribution of General Endowment Fund Income

- a. Fifty percent (50%) of any amount distributed from the General Endowment Fund on an annual basis shall be distributed to support the mission and ministry of Mountain View Lutheran Church in the following five (5) areas:
 - (1) Missions – local, regional and world projects;
 - (2) Education – college and seminary scholarships and special programs within Mountain View Lutheran Church;
 - (3) Youth – support for ministry and programs directed to youth of all ages;
 - (4) Worship and Music – support for the worship and music life of Mountain View Lutheran Church; and
 - (5) Capital Projects – major renovations and building of new facilities.
- b. The remaining fifty percent (50%) of any amount distributed from the General Endowment Fund on an annual basis shall be distributed for any or all of the above designated areas in any proportion as determined by the Committee, or for causes and programs which at the discretion of the Committee are deemed consistent with the Fund purpose of permanent financial support of the mission and ministry of Mountain View Lutheran Church.
- c. The Committee shall recommend for approval by the Congregational Council programs for support and funding according to guidelines established by this congregation.
- d. The Committee need not disburse all income annually if the Congregational Council has not approved sufficient causes and programs to utilize such income or if the Committee determines that total annual disbursement is not recommended.

C20.07 Disposition or Transfer of Fund

In the event that Mountain View Lutheran Church ceases to exist either through merger or dissolution, disposition or transfer of the Fund shall be determined by the Congregational Council

in conformity with Chapter 7, or any successor section of the approved Congregational Constitution that addresses ownership of assets of the congregation, and in consultation with the Southwest Washington Synod of the Evangelical Lutheran Church in America or such other synod to which this congregation belongs at such time.