

GOOD SHEPHERD LUTHERAN CHURCH

ALBANY, OREGON

CONTINUING RESOLUTIONS AND BYLAWS – PROPOSED 2026 REVISIONS

CONTINUING RESOLUTIONS

CHAPTER 4 STATEMENT OF PURPOSE

CR4.05.01 The mission statement of this Congregation is:

We share Christ's light through everyday living, worship and outreach as a dynamic and thriving diverse family community.

CHAPTER 12 CONGREGATION COUNCIL

CR12.01.01 The Congregation Council and ministries organization chart is shown in Figure 1.

CHAPTER 13 CONGREGATION COMMITTEES

ENDOWMENT AND MEMORIAL FUNDS COMMITTEE

CR13.07.01 The Endowment and Memorial Funds Committee shall be elected by the Congregation Council to administer the gifts and/or proposals for the Good Shepherd Endowment Fund and the Good Shepherd Memorial Fund. Definitions for the 2 funds can be found in the bylaws. The committee shall consist of five (5) voting members of this congregation and be elected for a term of three (3) years with terms being staggered. The president and vice president of this congregation and the lead pastor shall be ex-officios, non-voting members of this committee. While it is recognized and understood that suggestions for the use of donated gifts by this congregation and friends will be followed as best possible, the ultimate disbursement of funds will be based on priorities and needs of this congregation. The needs of this congregation will be identified by this committee with input from other committees, ministries, and congregation staff. Good Shepherd Lutheran Church will be under no obligation to accept any gifts whose designation may be incompatible with the theology, practice, and ministry of this congregation the Oregon Synod, or the Evangelical Lutheran Church of America. Separate reports will be prepared by this committee covering the financial activities for the two funds and will be made part of the overall annual report of this congregation.

PERSONNEL/FINANCES

CR13.07.02 There shall be a ministry on personnel and finances, of which the Executive Committee shall be responsible. It shall be responsible for overseeing the areas of congregational finances, budget, the appointment and supervision of the financial secretary,

stewardship, and membership tracking. Also assists the rostered minister with overseeing paid staff.

CHURCH PROPERTY

CR13.07.03 There shall be a ministry on church property. This ministry shall be responsible for the buildings and grounds, functioning systems which include utilities and communications, and furnishings of all properties of this congregation. This ministry shall ensure that church properties are kept in good repair and are adequately insured. This ministry team shall consist of five (5) voting members of this congregation and be elected for a term of three (3) years with terms being staggered.

WORSHIP AND MUSIC

CR13.07.04 There shall be a ministry on Worship and Music. This ministry shall assist the Congregation Council to see that worship services are conducted regularly and in accordance with the liturgy of the Evangelical Lutheran Church in America; that worship assistants, the Altar Guild, and ushers are recruited, scheduled, and trained; and that hymnals, devotional materials, and instruments of communion are provided and properly cared for. This ministry team shall oversee nursery care during worship service as needed. This team shall oversee the activities of the choir(s). It shall arrange for the care of paraments, vestments, and musical instruments, and, in consultation with the pastor, instrumentalist and the choir director, shall furnish music and resources appropriate for use in the worship of this congregation. This ministry team shall consist of the Choir Director, any Church Musicians, and three (3) voting members of this congregation and be elected for a term of three (3) years with terms being staggered.

PARISH EDUCATION

CR13.07.05 There shall be a ministry on Parish Education. This ministry shall oversee all educational activities of this congregation, which shall include first communion, adult education, Sunday School, bible studies and confirmation. It shall encourage the use of teaching and worship materials published or approved by the Evangelical Lutheran Church in America. It should encourage members to seek church vocations and carry out professional church careers. This ministry team shall consist of five (5) voting members of this congregation and be elected for a term of three (3) years with terms being staggered.

PARISH LIFE

CR13.07.06 There shall be a ministry on Parish Life. This ministry is intended to develop and sustain interpersonal relationships and provide channels of communication within this congregation. This committee shall oversee Shepherding, High School Youth, Middle School Youth, and Women's groups; the Parish Health Cabinet; Receptions and Memorials; Sunday Hosting; Church Potlucks; welcome initiatives and events for new members; and other initiatives or events designed to foster a sense of belonging and community among all members of the congregation. This ministry team shall consist of

five (5) voting members of this congregation and be elected for a term of three (3) years with terms being staggered.

OUTREACH

CR13.07.07 There shall be a ministry on Outreach. This ministry shall be responsible for missions; community outreach activities including Community Dinners, Loads of Love, and Food Pantry; evangelism, Sunday greeters, and church public relations. This ministry shall offer support in the mission field and invite and encourage congregational members to participate in reach out to others. This ministry team shall consist of five (5) voting members of this congregation and be elected for a term of three (3) years with terms being staggered.

BYLAWS

CHAPTER 5 POWERS OF THE CONGREGATION

B5.05.01 See B13.06.02 for description of the Good Shepherd Endowment Fund.

CHAPTER 8 MEMBERSHIP

B8.01.01 Members of this congregation shall be those baptized people on the roll of this congregation at the time that the constitution is adopted and those who are admitted thereafter and who have declared and maintained their membership in accordance with the provisions of the Constitution and Bylaws.

B8.05.01 Inactivity for purposes of removal from the membership roll of this congregation shall be defined as failure to receive Holy Communion and to make a contribution of record for two consecutive calendar years. The decision to remove said members shall be made after a reasonable attempt (3 contacts by phone, 3 contacts by email (if available), and 3 contacts by letter) by the Congregational Council, which has been made to contact and counsel said members.

CHAPTER 9 ROSTERED MINISTER

B9.03.01 As soon as practical after beginning work, a pastor of this congregation shall be duly installed in office by the bishop of the synod or the bishop's appointee.

CHAPTER 10 CONGREGATIONAL MEETING

B10.01.01 The annual meeting of this congregation shall be held at the beginning of the calendar year, and the Congregation Council shall set the exact date.

B10.01.02 Reports from all the organizations of this congregation, including a financial statement, shall be submitted in writing to the Council President through the church office not less than ten days before the annual meeting. A compilation of all such reports shall be available at the annual meeting or at any time thereafter.

B10.04.01 The current roster of voting, confirmed, baptized and associate members shall be available upon request.

CHAPTER 11 OFFICERS

B11.01.01 The president shall preside at meetings of this congregation, the executive committee, and the Congregational Council. Shall be *ex officio* a member of all committees and boards of this congregation, except the Nominating Committee.

B11.01.02 The vice-president, in the absence of the president shall assume the responsibilities of the Office of President. Shall be *ex officio* a member of all committees and boards of this congregation, except the Nominating Committee.

B11.01.03 The secretary shall keep accurate minutes of all meetings of this congregation, the Executive Committee, and of the Congregation Council in a volume provided by this congregation, which shall be preserved permanently in its archives.

B11.01.04 The treasurer shall keep the books of account of this congregation and shall receive from the financial secretary all the funds and disburse them on proper orders. The treasurer shall provide current financial reports to the Congregational Council on a monthly basis and these reports shall be permanently archived. The treasurer shall provide a year-end summary report and present it at the annual meeting.

CHAPTER 12 CONGREGATION COUNCIL

B12.01.01 The Congregation Council shall consist of no less than 9 and no more than 11 total members and seven (7) ministries as shown in the organizational chart in the continuing resolutions.

B12.02.01 All members of the Congregation Council shall be installed by the pastor according to the prescribed order of the church at the next regular worship service following the annual meeting of this congregation, or following their interim appointment, or as soon thereafter as convenient.

B12.05.01 The fiscal year for this congregation shall be the calendar year.

B12.05.e.01 A financial secretary shall be appointed annually by the Congregation Council to receive and keep a record of all income from contributing members and other sources. No fewer than two people, under the supervision of the financial secretary, shall be responsible for counting the receipts on a weekly basis. The financial secretary shall provide annual accounting of financial giving of this congregation's members.

B12.05.e.02 The treasurer and the financial secretary shall give corporate surety, in amounts determined by the Congregation Council, for which the premium shall be paid by this congregation. Fidelity coverage provided by the Evangelical Lutheran Church in America shall be deemed a fulfillment of this requirement.

CHAPTER 13 CONGREGATION COMMITTEES

B13.01.01 The Executive Committee shall act upon concerns and issues which do not fall under the scope of other existing committees. These shall include special projects, studies or ad hoc committees; and other issues assigned by the Congregation Council.

B13.02.01 The Nominating Committee shall be responsible for identifying, recruiting, and recommending individuals for council and committee positions and representatives to be sent to any Synod assemblies on behalf of the congregation.

B13.03.01 The Audit Committee shall review the annual financial accounts and financial transactions of Good Shepherd Lutheran Church. A report shall be presented at the Annual Meeting. Additional financial reviews or audits may be performed at the direction of the Congregational Council.

B13.04.01 The Mutual Ministry Committee shall focus on fostering open communication, providing support, and promoting healthy relationships among all involved in Good Shepherd Lutheran Church's ministry, especially the rostered pastor.

B13.05.01 The Call Committee shall use the call process outlined by the Oregon Synod of the Evangelical Lutheran Church in America.

B13.06.01 The Endowment and Memorial Funds Committee shall provide assistance to families in designating where funds might best serve the needs of the mission of the church and administer the gifts and/or proposals for the two funds.

B13.06.02 The Endowment Fund shall consist of monies donated by members and friends that shall be held in a perpetual trust by Good Shepherd Lutheran Church. Only those monies resulting from the growth of the donated funds can be expended by the Congregation.

B13.06.03 The Memorial Fund shall consist of monies given in memory of members and friends to Good Shepherd Lutheran church, with or without designation. All monies both originally given and resulting from investment growth are expendable.

B13.07.01 In addition to the specific congregational committees required in C13.01 through C13.05 of this constitution, the following Ministries as illustrated in the continuing resolutions, are established.

1. PERSONNEL/FINANCES (Executive Committee)
2. CHURCH PROPERTY (1*)
3. WORSHIP AND MUSIC (1*)
4. PARISH EDUCATION (3*)
5. PARISH LIFE (3*)

6. OUTREACH (3*)

*Designates number of voting Congregation Council Members assigned to the Ministry

The voting members of the Congregation Council and the Treasurer shall be assigned and serve as members of the seven ministries. The 9-11 voting members and the Treasurer of the Congregation Council shall serve as representatives to and liaison from the Congregation Council to the ministries as illustrated in the organizational chart. Refer to the continuing resolutions for details of their responsibilities and how the ministries shall function.

Congregation Council

Officers – President, Vice President, Secretary, Treasurer* (3-4)

General Council Members (5-7)

Voting Members (9-11)

Non-Voting – Treasurer* (1-2)

Members of Council (11-13)