

**CONSTITUTION AND BY-LAWS OF
ST. PAUL'S LUTHERAN EVANGELICAL CHURCH OF
VANDERBURGH COUNTY, EVANSVILLE, INDIANA**

PREAMBLE

Whereas the Word of God demands that “all things be done decently and in order” (1 Cor. 14:40), we the members of St. Paul's Evangelical Lutheran Church, Vanderburgh County, Evansville, Indiana adopt the following constitution for the congregation and government of our church affairs, both spiritual and material.

ARTICLE 1 - - NAME

The legal name of this congregation (corporation) shall be St. Paul's Evangelical Lutheran Church, Vanderburgh County, Evansville, Indiana, under and in accordance, with the provisions of an Act entitled: “ An Act to provide for the Incorporation of Churches, Circuits, Districts, or any other organization affiliated with the Lutheran Church Missouri Synod”, approved March 10, 1955. A letter dated, January 8, 1965 to Lutheran Church-Missouri Synod, from the Department of the Treasury, your organization was issued a group ruling under Code Section 501(c)(3) of the Internal Revenue Code to cover your subordinate units. The Articles of Incorporation of St. Paul's Evangelical Lutheran Church, Vanderburgh County, Evansville, Indiana approved and filed on February 15, 1962, are herewith a part of this constitution.

ARTICLE 2 - - CONFESSION OF FAITH

This congregation accepts and acknowledges all the canonical books of the Old and New Testaments as revealed and verbally inspired Word of God; and accepts and acknowledges the Symbolical Books of the Evangelical Lutheran Church, contained in the Book of Concord of 1580, as the true interpretation and explanation thereof. The Symbolical Books are: 1). The three Ecumenical Creeds; the Apostolic, the Nicene, and the Athanasian; 2). The Unaltered Augsburg Confession; 3). The Apology of the same; 4). Smalcald Articles; 5). Luther's Small and Large Catechisms; 6). The Formula of Concord; 7). Treatise on the Power & Primacy of the Pope.

ARTICLE 3 - - PURPOSE

The purpose of the congregation shall be to promote Faith in Christ's vicarious work, to further the Christian life of its members, and spread the Gospel of Jesus Christ according to the confessional standard set forth in Article 2 of this constitution. To this end, the congregation shall conduct regular church services and Bible classes. It shall provide a Christian day school and Sunday school for the indoctrination and education of its children, and as direct means of doing mission work among the unchurched of this community.

ARTICLE 4 - - MEMBERSHIP

The membership of this congregation includes the following:

- 4.1 Baptized members are all who have been baptized in the name of the Triune God and who are under the spiritual care of the pastor(s) of this congregation, including the children who have not yet been confirmed.
- 4.2 Communicant members are those baptized members who have been confirmed in the Lutheran faith, accept Article 2 of this constitution without reservation or limitation, lead a

godly life (Gal. 5:19-32); are willing to submit to the rules and regulations of this congregation so far as they are not contrary to the Word of God; partake of the Lord's Supper with due frequency; and are not members of any organization conflicting with the Word of God.

ARTICLE 5 - - AUTHORITY OF THE CONGREGATION

- 5.1 The voters' assembly shall be the governing body of this congregation and shall be empowered to administer and manage all its affairs. The establishment and conduct of all organizations and societies within the congregation or related directly to it shall be subject to the approval and supervision of the voters' assembly.
- 5.2 All matters shall be decided by a majority vote of the voters' assembly unless otherwise specified by this constitution or by-laws, including matters of doctrine and conscience, which shall be decided only on the basis of the Word of God.
- 5.3 The right of calling pastors shall be vested in the voters' assembly and shall not be delegated otherwise.

ARTICLE 6 - - MEETINGS

- 6.1 The Voters' Assembly shall meet in regular session at least once every six months upon notification on two successive Sundays.
- 6.2 The resolutions of such congregational meetings, if not at variance with the Scriptures, shall be considered binding on the whole congregation and on each individual member.
- 6.3 Special Voters' Assembly may be called by the Pastor, by the President, by the Church Council, or by ten voting members of the congregation upon notification on two successive Sundays of such meeting. This announcement should also give the purpose of the meeting.
- 6.4 A meetings of the Voters' Assembly shall be conducted by Roberts Rules of Order.

ARTICLE 7 - - VOTING MEMBERSHIP

- 7.1 Every communicant member having reached the age of eighteen years shall be entitled to vote in the Voters' Assembly.
- 7.2 The minimum age of all elected officers shall be twenty-one years; the minimum age of all appointed officers shall be eighteen years.
- 7.3 Women who have reached the age of twenty-one may serve as officers and as members of boards and committees as long as these positions are not directly involved in the specific functions of the pastoral office (preaching, the public administration of the Sacraments, church discipline) and as long as this service does not violate the order of creation. Accordingly, they shall not serve as pastor, president, or vice president of the congregation, or as deacon.

ARTICLE 8 - - PASTORS AND PROFESSIONAL PARISH WORKERS

- 8.1 The office of installed Pastor or Professional Parish Worker in this congregation shall be conferred upon such persons only as profess and pledge their acceptance of and adherence to the doctrinal standard as set forth in Article 2 of this constitution, to which standard they are to be pledged by the calls extended to and accepted by them.
- 8.2 For election of Pastor or Professional Parish Worker a unanimous vote is required.
- 8.3 Any Pastor, called Professional Parish Worker, or officer may be removed from office by the Voters' Assembly by a two-thirds majority ballot vote, in Christian and lawful order, for

one of the following reasons: Persistent adherence to false doctrine, scandalous life, willful neglect, or inability to perform the duties of the office.

- 8.4 The congregation may request the resignation of any Pastor, Professional Parish worker, or officer from his position in the congregation in the case of prolonged incapacity or general incompetence.

Article 9 -- OFFICERS

- 9.1 The officers of this congregation shall be: President, Vice President, Secretary, Treasurer, Deacons, Financial Secretary, Evansville Lutheran School Association, Board of Parish Education, Board of Stewardship, Board of Evangelism, Board of Parish Fellowship, Board of Church Properties, Board of Public Relations, Board of Youth Ministry.
- 9.2 The Church Council shall consist of the Pastor (s), called Professional Parish Workers, President, Vice President, Secretary, Treasurer, Financial Secretary, Chairman of Deacons, A member of Evansville Lutheran School Association representatives, Chairman of the Boards of Education, Stewardship, Evangelism, Parish Fellowship, Youth Ministry, Church Properties, Public Relations.
- 9.3 The Voters' Assembly shall reserve the right to appoint or elect additional officers.
- 9.4 Any officer of the congregation may be removed from office in a Christian and lawful manner (as in Section 8.3) by two-thirds majority vote.
- 9.5 If a vacancy in any office occurs, the Church Council shall appoint a successor. This action is to be ratified at the next Voters' Meeting. Such appointment shall not be considered a term of office.
- 9.6 All officers shall hold a term of office until their successor shall have been elected or appointed.

ARTICLE 10 - - PROPERTY

All property of this congregation shall be and remain its indivisible property until disposed of in accordance with this Constitution and By-Laws.

Dissolution clause, Division: In the event a division takes place in the congregation, the property of the congregation shall remain with those communicate members who continue to adhere in confession and practice to the confessional standards set forth in the constitution guidelines.

Dissolution clause, Complete: In the event that all services cease and the members no longer participate whatever, all of the property and rights connected with the congregation shall be transferred to the district of the Synod, in which, the congregation holds membership at the time of the dissolution.

ARTICLE 11 - - CHURCH DISCIPLINE

If an offending member has been dealt with according to Matthew 18, but stubbornly resists all efforts to bring him to repentance, he shall be excommunicated.

ARTICLE 12 -- SYNODICAL MEMBERSHIP

- 12.1 This congregation shall hold membership in the Lutheran Church-Missouri Synod. It shall send its Pastor (s), Professional Parish Workers and a Lay delegate to the District Convention of Synod.
- 12.2 It shall be the duty of the congregation and its individual members to support the work of the Synod, since they thereby support their own Christ appointed work.

ARTICLE 13 -- AMENDMENTS OR ALTERATIONS OF THIS CONSTITUTION

This constitution may be amended or altered by a two-thirds majority of all votes cast in two consecutive constitutional meetings of the Voters' Assembly, except Articles 2, 4, 10, and 11 which requires a unanimous vote. A quorum for Article 13 shall consist of all members present at a properly called meeting of the congregation (Voters' Assembly).

BY-LAWS

1. MEMBERSHIP

A. Applicants

Applicants for communicant membership in this congregation shall consult with the Pastor (s) who shall determine whether such applicants are eligible for membership in accordance with Article 2 of the Constitution. Applicants not familiar with the doctrines and confessions of the Lutheran Church shall be required to attend a course of instruction, and to make profession of their faith either before the congregation or, at the Pastor's discretion, before witnesses who are members of the Board of Deacons, before being received as members.

B. Transfer of Members

A membership application should be completed by everyone requesting transfer of their church membership. In addition to vital statistics, the application should indicate what the person may have done at previous congregations and/or what they would like to do at St. Paul's.

Transferees should complete a three-session indoctrination course including:

1. Basics of Christian Faith.
2. Philosophy of Ministry.
3. Orientation to congregational structure, Constitution and By-Laws, tour of buildings, etc.

C. Release of Members

Members desiring a release for the purpose of joining a sister congregation shall obtain a written dismissal or recommendation from the Pastor, who, in turn, shall report such change to the Voters' Assembly for record and approval.

2. QUORUM AND LEGALITY OF RESOLUTIONS

- A. The attendance of twenty (20) voting members of any regular or special Voters' Assembly shall constitute a quorum to transact business.
- B. Valid resolutions must have the votes of a majority of the members present at such a

Voters' Assembly.

C. In matters of doctrine unanimity shall be required.

3. ELECTION

A. The Church Council shall act as nominating committee for all elective offices of the congregation.

B. Nominations for these offices shall be presented for approval in the last regular Voters' Assembly meeting of the year. Nominations will not be accepted from the floor on the day of election.

C. Officers may be elected to hold the same office for two (2) consecutive terms with the exception of the Treasurer who may hold office for up to four (4) consecutive terms.

D. Elections of officers shall take place in the last regular Voters' Assembly meeting of the year.

E. The officer-elect shall assume their respective duties on January 1st of the following year and shall be installed within the first 15 days of January.

4. CONTRACTS

At various times it may be necessary for the congregation to enter into a contractual agreement to have work done to or for the church including the purchase of property. In order to make these agreements in the best interest of the congregation we will follow these procedures when entering into a contractual agreement.

A. All contracts and official documents that have been negotiated and approved; shall be signed by at least two of the following: President, Treasurer, and Trustee.

B. Every attempt will be made to get a minimum of two, and preferably three quotations for work to be done prior to entering an agreement.

C. These procedures will apply to commitments of \$1000 or more per calendar year.

5. OFFICERS AND BOARDS

A. President

1. The term of office shall be two (2) years.

2. In order that he may conduct the meetings intelligently and efficiently, the secretary of the Church Council shall provide him with copies of all the resolutions to be presented to the Voters' Assembly.

3. He shall conduct the meetings as much as possible according to parliamentary rules.

4. He shall see that all elected or appointed committees function properly.

B. Vice-President

1. The term of office shall be for two (2) years, concurrent with the President's term.

2. In the absence of the President he shall assume the duties of the President.

3. He shall be available for whatever duties the President shall assign to him as his representative.

C. Secretary of Voter's Assembly and Church Council

1. The term of office shall be for two (2) years.

2. Shall keep accurate minutes of all meetings.

3. Shall make and preserve, in the Church office, copies of important papers.

4. Shall provide the President of the congregation with a memorandum of unfinished

- business and extracts of minutes, which have a bearing on the same.
5. Shall attend to such correspondence as belongs to the duties of the office.
 6. Shall furnish the President of the Council and the Pastor (s) with copies of the minutes.

D. Treasurer

1. The term of office shall be for two (2) years.
2. Shall have charge of all monies on deposit and the disposal of the same in the name of the congregation.
3. Shall give a financial report at every regular meeting of the Church Council and of the Voters' Assembly, as well as an annual report at the close of the year.
4. Shall present a detailed annual Treasurer's report at the first regular Voters' Assembly meeting of the year.
5. The books of the Treasurer for the congregation, shall be reviewed at least once a year by a committee appointed by the President in January.

E. Financial Secretary

1. The term of office shall be for two (2) years.
2. Shall keep a record of the contributions of individuals and shall mail a quarterly statement of contributions to the individuals.
3. Shall be responsible for the ordering of the contribution envelopes and distribution of the same with the cooperation of the Board of Stewardship.
4. Shall render an annual report of contributions of members to the pastor(s) of the congregation.
5. The counters activities shall be the responsibility of the Financial Secretary.

F. The Board of Deacons

The nature of the duties of this Board requires that only men noted for their Christian knowledge, zeal, and experience in the spiritual work of the Kingdom of Christ shall be elected to membership. The Board shall consist of at least twelve (12) members. Term of office shall be for three (3) years. Four new members are to be elected each year.

The basic objectives of this Board are the spiritual welfare of the Pastor(s) and congregation members, individually and corporately, and the supervision of everything pertaining to congregational worship.

That the objectives of this Board may be carried out, the following specific responsibilities are assigned to the Board of Deacons:

The Board shall:

1. Pray for the Pastor(s) and other spiritual leaders.
2. Encourage the Pastor(s) in his/their work by word and action.
3. Be concerned about the spiritual, emotional and physical health and welfare of the Pastor(s) and his/their family (adequate compensation, housing, free time, vacation, and assistance in times of illness), and to that end specifically review these items once a year.

4. Assist the Pastor(s) in counseling with difficult cases and in finding peaceful and God-pleasing solutions to personal problems within the congregation.
5. Perform personnel functions, as provided in the St. Paul's Lutheran Church Congregational Personnel Manual. In case of a vacancy, interview and hire a replacement in conjunction with the Pastor(s).
6. Maintain discipline within the congregation according to Scripture, the Lutheran Confessions and Article II of the Constitution of this congregation and exercise discipline when required.
7. Take spiritual charge and oversight of the geographical or familial groupings assigned to them in liaison with the Pastor(s) and other concerned Board of the congregation.
8. Ensure that the congregation functions in accordance with the established doctrine of the Church as listed in Article 2 of the Constitution.
9. Assist Pastor(s) in determining eligibility for membership of all individuals and families applying for membership in this congregation according to Article 4 of the Constitution and Article 1 of the By-Lays.
10. See to the prompt transfer of all members who move away to a sister congregation and of new Lutheran families moving into the community.
11. Engage in continual review of communion and church attendance of all members, make calls on delinquents, follow-up on all newborn children in the congregation until they are baptized.
12. Train and supervise a Visitation Committee and engage in visitation of all sick, hospitalized, aged, and shut-ins in the congregation continually.
13. Investigate cases of severe financial need within the congregation and make specific recommendations to the Pastor(s) and the Board of Stewardship.
14. Be present for periodic training as determined by the Pastor(s) and this Board.
15. Submit an annual budget request in the form and at the time requested by the Board of Stewardship.

G. Board of Deacons - For the Worship of the Congregation Shall:

1. Supervise the organists of the congregation.
2. Provide for vicars, assistants, substitute pastors and guest speakers as needed.
3. Staff, train and supervise the ushering staff.
4. Assist the Pastor(s) with communion distribution, reading of the Scripture, preaching, etc., as required.
5. Approve and disapprove new forms of worship, liturgies, and hymns for use in public worship.
6. Supervise the Altar Guild in the care, use and maintenance of the sacred vessels, the altar, the altar furnishings, and vestments.
7. Maintain an adequate supply of expendable items for worship such as communion wine and wafers, baptismal napkins, candles, etc., in conjunction with the Alter Guild.
8. Coordinate with the Altar Guild all church and chancel decorations, and the distribution of altar flowers to the sick and shut-ins.
9. Supervise and budgeted allotment for the selections and procurement of appropriate music, supervision of choirs, and other related matters in conjunction with the Director of Music.
10. Arrange special services as required.

11. Maintain and supervise adequate nursery facilities and personnel.

H. The Board of Evangelism

The Board of Evangelism shall consist of six (6) members. The term of office is for three (3) years; two (2) members shall be elected each year.

The basic objectives of this Board are the bringing of the Gospel to the unchurched and the enlistment of all of God's people in the work of spreading the Gospel.

That the objectives of this Board may be carried out, the following specific responsibilities are assigned to the Board of Evangelism. The Board shall:

1. Assist the Pastor(s) in the entire program of proclaiming the Gospel to all people.
2. Encourage prayer in church and homes for sincere evangelistic concern toward all people inside and outside the Church.
3. Foster a climate of evangelism that encourages congregation members informally and spontaneously to witness Christ to one another and the unchurched.
4. Emphasize evangelism through an intensive every-member education program annually.
5. Maintain an ongoing visitation program.
6. Promote and direct congregation-wide evangelism undertakings.
7. Be responsible, together with the Board of Public Relations, for a program of community relations that identifies the congregation with the Gospel of Jesus Christ.
8. Emphasize evangelism and encourage evangelism programs in and through the societies and auxiliary organizations of the congregation and suggest projects for such organizations.
9. Canvass the congregation's area of responsibility regularly, and effectively record, study, and utilize the results.
10. Be responsible for maintenance and follow-up of a prospect file at all times.
11. Be concerned for the reception, orientation, and integration of new members into the congregation. Review their progress after 6 to 12 months.
12. Periodically sponsor dinners, fellowship nights, etc. in conjunction with the Board of Parish Fellowship which will serve the cultivation, reception, orientation, and integration of new families or individuals.
13. Be conscious of the atmosphere of friendliness in the congregation toward members and visitors and suggest ways and means of improvement.
14. Engage at least once yearly in self-study of methods and progress of the Board(s) work.
15. Submit to the Board of Stewardship, in the appropriate form and at the time requested, a budget request for the coming year's work.

I. The Board of Parish Fellowship

The Board of Parish Fellowship shall consist of six (6) members. Term of office shall be for three years. Two (2) members shall be elected each year.

The basic objectives of this Board are the strengthening of the fellowship between

congregation members spiritually and socially, the integration of new members into the life of the congregation, the general enhancement of mutual cooperation, trust, and enjoyment among the members of the congregation.

That the objectives of this Board may be carried out, the following specific responsibilities are assigned to the Board of Parish Fellowship. The Board shall:

1. Plan, supervise, and implement larger gatherings of the congregation from time to time through the year, which will further the goals of the Congregation.
2. Maintain an adequate group of willing workers who will help to plan, coordinate and execute the work necessary to the successful accomplishment.
3. Provide for the integration of new members and their families into the congregation through periodic fellowship nights, dinners and rallies, in conjunction with the Board of Evangelism.
4. Plan, supervise and implement recurring yearly events, which will focus attention on the major aspects of the congregation(s) work.
5. Submit an annual budget request in the form and the time requested by the Board of Stewardship.

J. The Board of Church Properties

The Board of Church Properties shall consist of three (3) members. Term of office shall be for three years. One (1) member shall be elected each year.

The basic objectives of this Board are the proper maintenance and repair of church property and the general protection of the congregation against loss or damage of whatever nature.

The Board Shall:

1. Make an inspection of church properties and equipment, as needed, and recommend to the Church Council needed repairs, improvements, or replacements.
2. Conduct an annual inventory, written and video, of all church properties, equipment and supplies, including acquisition date and approximate value of each item.
3. Carry out all resolutions of the Voter's Assembly on purchases, repairs and replacement of church property and equipment.
4. Determine and engage, with the congregational approval, adequate custodial help. The Board shall also meet periodically with custodians to discuss the care of the buildings, needs and problems in custodial service.
5. Prepare for the custodial help a detailed list of the required daily, weekly, monthly or annual maintenance of the facilities and equipment of the congregation.
6. Perform personnel functions, as provided in the St. Paul's Lutheran Church Congregational Personnel Manual.
7. Receive and approve requests for use of the congregation's facilities for wedding receptions, recreational activities by various groups and all other activities of whatever nature and from whatever source.
8. Develop and recommend policies and rules for the use of the facilities.
9. Maintain and publish a weekly and monthly schedule of activities within the congregation's facilities and coordinate, approve or disapprove requests for such activities in the best interest of the congregation.
10. Be responsible for the use of all property and equipment used for the various activities

sponsored by this and other Boards, groups or committees who have requested and received approval of an activity in our facilities. This includes the kitchen, gymnasium, etc.

11. Make and issue keys for church property, and keep and review annually a list of the keys issued.
12. Annually check the adequacy of all types of insurance for church property and equipment and negotiate insurance contracts.
13. Arrange for immediate repairs of an urgent nature and all normal repairs and alterations for which budget funds have been allocated.
14. Obtain legal information necessary for the wise consideration of contracts and deeds by the congregation.
15. Negotiate service agreements (per Contracts—section 5, Bylaws), for all items, in cooperation with the appropriate St. Paul's parties.
16. The Chairman of this Board shall appoint one member of the Board to serve as trustee. The trustee, along with the President and the Treasurer of the congregation, shall sign official documents.
17. Establish policies and fees for rental, use of, and lending of church property.
18. Submit an annual budget request to the Board of Stewardship.

K. The Board of Public Relations

The Board of Public Relations shall consist of three (3) members. Term of office shall be for three (3) years. One (1) member shall be elected each year.

The basic objective of this Board is the presentation to the public a Christian image to reflect favorably upon the work of Christ and of the congregation as His instrument.

The Board shall:

1. Represent the congregation in community activities.
2. Work with other churches to present a unified Christian image to the community and to implement the church's mission.
3. Establish and maintain a continuing program of publicity for the congregation and its activities which will reflect favorably on the congregation and its commitment to the Gospel of Christ.
4. Maintain the church bulletin boards, indoors and outdoors, and recommend appropriate messages and themes for publication.
5. Work for the overall enhancement of the congregation's image in the various news media and publications of the community.
6. Work together with the deacons and Board of Evangelism in making visitors feel welcome in our midst.
7. Submit an annual budget request to the Board of Stewardship.

L. The Board of Youth Ministry

The Board of Youth Ministry shall consist of three (3) members. Term of office shall be for three (3) years. One (1) member shall be elected each year.

The basic objectives of this Board are to involve the young people of the congregation in the work of Christ, provide for their spiritual growth and nurture, and promote genuine Christian fellowship for the youth and young adults of the congregation.

That objectives of this Board may be carried out, the following specific responsibilities are assigned to the Board.

The Board shall:

1. Promote attendance and involvement of the congregation's youth and young adults at all activities.
2. Provide for the continuing spiritual growth of the youth and young adults of the congregation through Bible Study, prayer and Christian service.
3. Plan and carry out, together with other concerned Boards, a year-round program for the youth and young adults of the congregation.
4. Be responsible for the selection and training of leaders for the youth ministry at all times.
5. Provide for public recognition of various youth and young adult achievements and accomplishments.
6. Plan and coordinate activities for youth with other young people's groups outside the congregation, particularly with other Lutheran young people's groups at various levels.
7. In conjunction with the Board of Evangelism, train and involve the young people of the congregation in bringing others to faith in Christ.
8. Recruit, together with the Board of Christian Education, young people for full-time service in the church as pastors, teachers, and other professional workers.
9. Welcome and use college students during the summer months for various young people's activities.
10. Submit, at the time and in the form required, an annual budget.
11. For administrative purposes and program development, supervise the work of all youth and young adult groups in the congregation.

M. The Board of Stewardship

The Board of Stewardship shall consist of six (6) elected members, the Treasurer and Financial Secretary. Term of office shall be three (3) years for elected members with two (2) members to be elected each year.

The basic objectives of this Board are to initiate programs for the development of good stewardship attitudes in the members of the congregation in regard to their time, talent, and treasure, to provide for the training and utilization of members of the congregation in regard to provide for the training and utilization of members of the congregation for the work of Christ's Kingdom, and to ensure the financial stability of the congregation and its work through a developed program of dedicated proportionate first fruits giving.

That the objectives of this Board may be carried out, the following specific responsibilities are assigned to the Board of Stewardship. The Board shall:

1. Study the Scriptural principles regarding the total stewardship calling for a Christian;

- as a member of his family, as a neighbor and citizen, as a congregation member, and share these insights with congregation members.
2. Contact and encourage new members for service to the congregation and encourage use of the talents of present members for use in Christ's work.
 3. Maintain a program to discover and enlist for Kingdom service the talents God has given members, old and new, young people and adults.
 4. Be responsible for maintenance of a congregational talent file at all times and provide for the immediate recording of the talents and abilities of incoming members.
 5. Conduct an intensive program annually to confront every member personally with basic Biblical stewardship principles and practices.
 6. Annually give every member an opportunity to make a commitment of his treasure for Kingdom work through the congregation.
 7. Annually prepare and present to the congregation a God-pleasing work program, determine anticipated receipts and recommend a budget for adoption by the Voter's Assembly.
 8. Foster support for missions and charities through an ongoing program of mission information and education through education agencies, committees and organizations, rallies, festivals, films and filmstrips, videos, letters, tracts and appearances of missionaries.
 9. Administer the congregation's Benevolent Fund in conjunction with the recommendations of the Board of Deacons and the Pastor (s).
 10. Annually prepare and submit as part of the budget of this Board a selected list of charities for the congregation and suggest the sources of revenue designated for that purpose.
 11. Evaluate and make recommendations for gifts of love by individuals and the congregation as a whole. Review, accept, or decline all offers of non-solicited gifts to the congregation.
 12. Screen all outside appeals for funds and makes recommendations to the Church Council and initiating the necessary action appropriate to such an appeal.
 13. Evaluate various programs for endowments, remembrance of the congregation in wills and bequests and suggest ways of implementation to the Board of Public Relations, as well as supplying workers at their request.
 14. Be concerned, together with the Treasurer and Financial Secretary, for safe deposit and recording of all funds, monthly remissions of offerings for missions and church agencies, and prompt payment of salaries and bills as authorized by the congregation and appropriate Boards.
 15. Evaluate the offerings of the congregation regularly and share these evaluations with the members of the congregation.
 16. Encourage stewardship programs in the societies of the congregation.
 17. Annually review the budgeting procedures of the congregation, in conjunction with the Treasurer and Financial Secretary and recommend to the congregation any necessary improvements or revisions.

N. The Board of Christian Education

The Board of Christian Education shall consist of six (6) elected members, Sunday School

Superintendent, Vacation Bible School administrator. The term of office is three (3) years. Two (2) members shall be elected each year.

The basic objectives of this Board are to plan and administer the total educational program of the congregation, to determine policies, to select personnel for the various agencies, to provide the necessary means and facilities for the agencies and to direct and supervise the entire educational program of the congregation.

That the objectives of this Board may be carried out, the following specific responsibilities are assigned to the Board of Christian Education. The Board shall:

1. Be responsible for the Christian nurture of the children, youth and adults in the congregation and, through them, in the community and beyond.
2. Establish objectives, set policies for, and supervise the total education program for each educational agency in the congregation, including the personnel; i.e., Sunday Bible School, Vacation Bible School, Confirmation Classes, Bible Classes, and all other educational groups.
3. Approve curriculum and analyze performance of each educational agency and seek constant improvement.
4. Encourage increasing participation of every congregational member in Bible Study, privately, and in formal and informal groups and continually review existing agencies to determine whether all age groups are being served, and recommend revisions and additions as deemed advisable.
5. Maintain a "people accounting system" to record members' participation in the education program and to follow-up the uninvolved.
6. Be concerned, together with the Board of Youth Ministry, for the assimilation of newly confirmed youth into appropriate agencies for study and activity.
7. Work with organizations and other Boards and Committees to coordinate educational activities within the congregation.
8. Provide, in conjunction with the Board of Evangelism, for the recruitment of pupils for the educational agencies of the church.
9. Delegate administration of educational agencies to qualified persons.
10. Enlist, train, place and continue to train lay teachers and leaders as the congregation(s) needs require.
11. Establish a system of recommendation for and recognition of faithful service by all persons involved in the educational task of the congregation.
12. Strengthen families as basic units of Christian Education and closely relate congregational agencies to the homes.
13. Consider special classes, courses, conferences and retreats for special purposes and for special groups.
14. Consider provision of special education opportunities for mentally retarded and other handicapped persons.
15. Maintain, improve and cultivate the use of a church library.
16. Provide for and promote the use of audiovisual aids and to this end establish and maintain a film library.
17. Provide and/or promote subscriptions to church periodicals.

18. Establish and maintain, in conjunction with other Boards, a continuing program for the recruitment of full-time professional church workers.
19. Establish and maintain a permanent file of all children and youth of the congregation by age and grade level and see to it that such a file is kept continually up to date.
20. Annually examine the education facilities and equipment and make recommendations to the Board of Church Properties as to upkeep, repairs and replacements.
21. Administer the congregations' Scholarship Fund in conjunction with the Pastor (s) and in accordance with the guidelines of the fund.
22. Prepare and submit an annual budget request in the form and at the time requested by the Board of Stewardship.
23. Appoint a Sunday School Superintendent.
24. Appoint a Vacation Bible School Administrator annually.

Scholarship Fund

The purpose of the Scholarship Fund is to further the work of our Lord in aiding the education of students training for the preaching, teaching and social ministries of the Lutheran Church.

Administration of the Fund

It is the intent of the Board to annually award scholarships to individuals who meet the criteria set forth in the prerequisites of applicants, in items 1 and 2. The specific amount given to any person will be at the discretion of the Board. All funds available in the fund will be available for aid as determined by the Board. Additional funds may be requested, as needed, from the Memorial Trust Fund, subject to the approval of the Voters' Assembly.

1. The Scholarship Fund will be deposited in the Lutheran Church Extension Fund.
2. Funding will come from contributions, offerings, fund-raising activities, interest accrued, and other sources that are made available to the fund.

Prerequisites of Applicants

1. Recipient must be a member of St. Paul's Lutheran Church-LCMS.
2. Recipient should be an accepted student of a LCMS synodical college or university, who is entering into professional church work or teaching. An application will be provided by the Board and must be completed each year.

O. Evansville Lutheran School Administration

The congregation shall elect four representatives as may be required for representation of the congregation in the Association. The term of office shall be two (2) years, expiring alternately. Members of the Board shall not be employees or members of immediate families of employees of the school.

The objectives of the Association may be carried out as the following specific responsibilities are assigned. The representatives shall:

1. Carry out the duties assigned to them by the Constitution of the Association. One

- member shall serve as a representative on the Church Council.
2. Make regular reports on enrollment, mission prospects, finances, church and Sunday school attendance to the Voters' Assembly, Church Council and respective Boards and Committees.
 3. Concern themselves with the promotion of and the recruitment for Evansville Lutheran School.
 4. Seek to forward the mission of St. Paul's Lutheran Church through Evansville Lutheran School.
 5. Present a proposed budget to the Board of Stewardship before final approval by the E.L.S. Board.

P. Memorial Trust Fund

There shall be a special fund, which shall be the Memorial Trust Fund. This Fund shall consist of all property, both real and personal, which has or will come to this Church Corporation either by testamentary gifts, or other gifts specifically designated for this Fund, provided that no property charged with any conditions that make it an improper asset of the Memorial Trust Fund, shall be included in the Fund. This Fund shall also include all exchanged or substituted property or property obtained by reinvestment and the income and profits from the property of this Fund until transferred from the Fund.

The purpose of the Memorial Trust Fund is to conserve all property given to the Church to the extent possible and consistent with the conditions of the gift.

The Board of Governors of the Memorial Trust Fund shall consist of three (3) appointed members, one appointed each year by the Church Council. Term of office shall be for three (3) years. The Board of Governors of the Memorial Trust Fund shall:

1. Have the care, custody and management of all property, both real and personal, which are designated as part of the Memorial Trust Fund.
2. Receive, hold, invest, reinvest and dispose of all property, both real and personal, that is designated as part of the Memorial Trust Fund. They may invest in obligations of the United States Government or place funds in any bank or other financial institution which is insured against loss to the depositor or investor by an by an instrumentality of the United States Government and may make any other investment which is legal for trusts according to the statutes of the State of Indiana. They shall transfer or lend money to this Church Corporation at the direction of the Voters' Assembly.
3. Acknowledge the receipt of all gifts to the donor, if living, or his proper relatives, if deceased.
4. To the extent that any part of the Memorial Trust Fund is charged with any proper directions as to investment or use, follow such directions.
5. Make quarterly financial reports of income, expenses, assets and liabilities to the Church Council and the Voters' Assembly.
6. Acquaint themselves with all legal requirements and regulations concerning taxes, bonds, etc., covering like funds and if necessary employ proper legal or investment counsel.
7. Incur and pay any proper expenses incident to the management of the Memorial Trust

Fund.

8. Acquaint the full membership of the Congregation with the existence and purpose of the Fund and encourage participation in the Memorial Trust Fund by such members as are able to do so.
9. Choose from the members of the Board a Chairman, a Vice-Chairman and a Secretary-Treasurer.
10. Retain a record of all assets of the Memorial Trust Fund.
11. Retain a record of all actions of the Board.
12. Retain custody of all legal documents of the Memorial Trust Fund.
13. Retain a record of all financial receipts and disbursements of the Memorial Trust Fund.
14. Receive all funds of the Memorial Trust Fund tendered and deposit them.
15. Retain records and accounts of the Memorial Trust Fund separate from the other records and accounts of the Church Corporation.

16. Make disbursements as authorized by the Voters' Assembly.

REVISION DATE _____2/25/2006_____

DATE PASSED BY VOTERS _____02/26/2006_____

DATE PASSED BY VOTERS _____03/26/2006_____