

DRAFT
For discussion only
Revision 9b
May 3, 2007

**AMENDED AND RESTATED BY-LAWS
OF
FAITH LUTHERAN CHURCH**

ARTICLE I - CONGREGATIONAL MEETINGS

- 1.01 There shall be two regular meetings of the congregation each year. One regular meeting shall be held on a suitable date in February and one regular meeting shall be held on a suitable date in November.
- 1.02 A special Congregational Meeting may be called by the pastor, the Congregational Council, hereinafter called Council, or the president of this congregation or at the written request of sixty (60) 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 at that meeting.
- 1.03 Notice of all meetings of this congregation shall be given at the services of worship on the preceding two consecutive Sundays.
- 1.04 Sixty (60) voting members, or fifteen percent (15%) of the voting members of this congregation, whichever is less, shall constitute a quorum.
- 1.05 Voting by proxy or by absentee ballot shall not be permitted.
- 1.06 All actions by the congregation shall be by majority vote except as otherwise provided in the bylaws and constitution.
- 1.07 Robert's Rule of Order, latest edition, shall govern parliamentary procedure of all meetings of this congregation. The president or other individual authorized in the president's absence shall preside at all Congregational Meetings and the President shall appoint a Parliamentarian, as defined in the Continuing Resolutions of this congregation, of the meeting.
- 1.08 All matters to be submitted to the congregation shall previously have been submitted to the Council for preliminary deliberation. The president shall be, and is hereby, empowered to rule out of order any or all matters brought before a Congregational Meeting contrary to this provision. At the president's discretion, the president may call upon members of the Council present at such Congregational Meeting for a vote regarding the advisability of ruling any such matter out of order.

- 1.09 In the following cases the vote shall be by ballot:
- a. To elect officers and members of the Council;
 - b. To adopt, repeal, change or amend the Articles of the Constitution or the Bylaws;
 - c. To call a pastor or to sever official connections with a pastor;
 - d. To suspend or dismiss any officer of the congregation;
 - e. To borrow funds;
 - f. To lend church funds; and
 - g. On request of any voting member.

ARTICLE II- CONGREGATIONAL COUNCIL

- 2.01 The Council shall be composed of the officers of the congregation and the elected Directors (together with the Pastors, who shall serve as non voting *ex officio* advisory members authorized by virtue of their office).
- 2.02. The duties of the Senior Pastor shall be set out in the “Definition of compensation, benefits and responsibilities of the pastor”, attachment to the pastor’s letter of call as revised annually per paragraph 2.06.h of these By-Laws. Paid staff of the congregation shall report to, and be under the direct supervision of the Senior Pastor. The Senior Pastor shall be *ex officio* member of all boards, ministries and committees created by these By-Laws and Continuing Resolutions, except for any meeting to conduct the annual review of the congregation’s finances and any mutual ministry team for other staff. In the case of multiple clergy staffing, job descriptions attached to the individual letters of call shall reflect the primary responsibilities of that clergy person to serve *ex officio* as member of boards, ministries and committees of this congregation.
- 2.03 The voting membership of the Council shall consist of the Officers and Directors. Any voting member of the congregation, at least 18 years of age, may be elected, subject only to the limitations on the length of continuous service permitted in that office. A member's place on the Council shall be declared vacant by the Officers if the member (a) ceases to be a voting member of the congregation or (b) is absent from three successive regular meetings of the Council without cause. A member of the Council who is absent from two consecutive regular meetings shall be consulted by the president of the congregation.
- 2.04 Members of the Council shall upon election, be installed in their respective positions at a regular Sunday worship during the month of December and

shall assume responsibility the first day of January the following year.

- 2.05 Should a member's place on the Council be declared vacant, the Council shall elect, by majority vote, a successor who shall serve until the end of the current year. Individuals so elected who serve less than one half of a regular term shall be eligible for election for a full term at the November Congregational Meeting as specified in Article III and Article IV of these Bylaws. Should the vacancy be that of the Vice President, the member so elected by Council shall be eligible for election to the Office of President at the November Congregational Meeting regardless of the length of time served as Vice President as defined in Paragraph 3.02.d of these By-Laws.
- 2.06 The Council shall have general oversight of the life and activities of this congregation, and in particular its worship life, 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 Council shall include the following:
- a. To lead this congregation in stating its mission, to do long-range planning, to set goals and priorities, establishing ministries and to evaluate its activities in light of its vision and goals.
 - b. To seek to involve all members of this congregation in worship, learning, witness, service and support.
 - c. To promote a congregational climate of peace and goodwill and, as differences and conflicts arise, to endeavor to foster mutual understanding.
 - d. To be examples individually and corporately of the style of life and ministry expected of all baptized persons.
 - e. To oversee and provide for the administration of this congregation to enable it to fulfill its functions and perform its mission.
 - f. Secure the necessary paid lay staff of the organization
 - g. To foster and maintain supportive relationships with the pastor(s) and staff and help them annually to evaluate the fulfillment of their calling, appointment or employment.
 - h. Annually review and evaluate the salaries, job description and performance of the lay staff and pastoral staff as reflected in the pastoral letter(s) of call, and to provide for the secure and confidential maintenance and storage of these personnel files.
 - i. To arrange for pastoral service during the sickness or absence of the pastor.

- j. Oversee the Faith House Ministry, Day School Ministry, Mother's Day Out, and subsequently enacted ministries designated in the By-Laws and Continuing Resolutions of this Congregation to report to the Council. This includes an annual review of each such ministry and its finances as stated in the Continuing Resolutions of this Congregation.
 - k. To emphasize partnership with the synod and church wide 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.
 - l. To recommend and encourage the use of program resources produced or approved by the Evangelical Lutheran Church in America.
- 2.07 The Council shall be responsible for the financial and property matters of this congregation.
- a. The Council shall be responsible for maintaining and protecting the property of this congregation 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 Texas except as otherwise provided therein.
 - b. The Council shall not have the authority to borrow funds, buy, sell or encumber real property unless specifically authorized to do so by a meeting of the congregation.
 - c. The Council shall ascertain that the financial affairs of this congregation are being conducted efficiently, giving particular attention to the prompt payment of all obligations and to the regular forwarding of benevolence monies to the Synodical treasurer.
 - d. The Council shall establish the current spending policy of the Ministries in keeping with current income and shall supervise the expenditure of funds and ascertain that such expenditures are in accordance with the budget approved by the congregation.
 - e. The Council may enter into contracts or transaction in amounts which do not exceed 1 % of the total current budget for items not included in the budget. The foregoing limitation shall not apply to expenditures for maintenance and repairs in case of emergencies.
 - f. The Council shall be responsible for this congregation's investments and its total insurance program.
 - g. The Council shall review and prepare the annual budget and submit it, along with its recommendations, to the congregation for adoption at the November semi-annual Congregational Meeting.

- 2.08 The Council shall meet monthly. Special meetings may be called by a pastor or the president, or shall be called at the request of at least three of its members. Notice of each special meeting shall be given in a timely manner to all who are entitled to be present.
- 2.09 A quorum for the transaction of business shall consist of a majority of the voting members of the Council. The senior pastor or interim pastor (as defined by the ELCA) shall serve *ex officio*, and shall be present for the transaction of business except when such pastor or interim pastor requests or consents to be absent and has given prior written approval to an agenda of matters which shall be the only business of the meeting. Such permission may be conveyed electronically to the President or his representative who officiates at the meeting, and shall in this form be considered written. No business shall be conducted by Council outside the provisions outlined in this paragraph.
- 2.10 Chronic or repeated absence of the pastor or interim pastor who has refused approval of the agenda of prior regular or special meetings of Council shall not preclude the transaction of business by the Council, following consultation with the Synodical bishop.

ARTICLE III - OFFICERS

- 3.01 The President, Vice-President, Recording Secretary and Treasurer shall constitute the officers of the congregation.
- 3.02 The following officers shall be elected by written ballot at the November semi-annual Congregational Meeting.
- a. Recording Secretary - The terms of this office shall be one year.
 - b. Treasurer – The term of office shall be one year.
 - c. A Vice-President shall be elected to a two year term. The elected person shall serve as President during the second year of term of office, except as provided for in Article 2.05 of these By-Laws.
 - d. A President shall be elected by the Congregation at the November Congregational Meeting in the event that a vacancy occurs in the office of Vice President.
- 3.03 No officer shall hold more than one office at a time. No elected officer shall be eligible to serve more than two terms in the same office without an intervening year.
- 3.04 The duties of the individual officers are as follows:

- a. The President shall preside at all meetings of the Congregation and Council.

The President shall oversee the preparation of the annual report to the congregation.

The President shall be responsible for an annual review of all insurance programs of the Church as specified in paragraph 2.07.f of these By-Laws.

- b. The Vice-President shall perform all the duties of the President and preside at all meetings of the congregation and Council in the absence or incapacity of the President.

The Vice-President shall receive and review with Council quarterly financial and operational reports of ministries set forth in Article 2.06.j. of these Bylaws and any other ministries designated by the Council.

The Vice-President shall chair the Nominating Committee and preside over an annual review of the church finances.

- c. The Recording Secretary shall keep the minutes of all meetings of the congregation and Council and serve as the official archivist of the congregation.

The Recording Secretary shall make provisions for the safe-keeping of all personnel files, insurance policies, deeds, mortgages, required bank records and other legal instruments of the congregation

- d. The Treasurer shall have oversight of all funds belonging to the congregation. The Treasurer shall receive and disburse such funds in accordance with the decision of the congregation or the Council except for those separate operations/ministries which have their own supervisory boards and treasurers.

The Treasurer shall examine all supporting documents prepared by the bookkeeper or accountant and insure that all entries are correctly entered and are properly supported. The Treasurer will assist the bookkeeper or accountant as needed to coordinate preparation of monthly and annual financial reports, as well as the assembly of the annual budget.

The Treasurer shall provide monthly and year-to-date financial reports.

The Treasurer shall monitor expenditures to see that they are in compliance with the budget as approved by the Congregation and that

there is overall financial stability in terms of current contributions versus current expenditures. The Treasurer shall be responsible for immediately bringing any financial concerns to the Council.

The Treasurer shall account for offerings and contributions of the members. A proper system of counting, depositing and reporting to the membership is included in these duties.

The Treasurer shall make the financial records of the church available for financial review as authorized by Council.

The Treasurer shall oversee the preparation and sending of annual giving statements to members.

The Treasurer shall appoint and oversee a Stewardship Committee for the annual stewardship drive whose tasks shall include:

- (1) Develop plans and programs to raise funds to meet the anticipated expenditures.
- (2) Assess congregational potential for raising funds on both an annual basis and special needs of the Church.
- (3) Apprise the Congregation Council and congregation of the need for future funds and the current financial status
- (4) Develop and implement a plan to increase the awareness of the Congregation to the need to share time, talents and tithes.

3.05 The duties of the Officers are:

- a. Coordinate and expedite the work of the Council.
- b. Plan the meetings of the congregation as to format, purpose and place.
- c. The President, Treasurer, and Recording Secretary shall execute all instruments for and on behalf of the congregation pursuant to the appropriate resolutions and votes of the congregation. This includes, but is not limited to, executing notes, mortgages, conveyances, contracts and documents; appearing before courts and performing all duties required of the congregation. The officers shall not be personally liable when acting in their official capacities and pursuant to congregational authorization.
- d. The Treasurer, President, Vice President and Senior Pastor will serve as signatory on all of the Congregation bank accounts, except for those separate operations/ministries which have their own supervisory boards and treasurers.
- e. Provide oversight for office operations, and purchases of supplies and equipment.
- f. Be responsible for responses to questions of church policy which are

solicited by individuals, organizations, or agencies.

- g. Oversee the administration and disbursement of discretionary funds including the Pastoral Assistance Fund.
- h. Appoint special committees and serve as ex-officio committee members.
- i. Provide leadership through communication and encouragement to ensure that the actions of individual ministries focus on achieving goals consistent with the established vision and goals of the congregation.
- j. Present a proposed budget of its area of responsibility to the Council.

ARTICLE IV- DIRECTORS

4.01 In addition to the Officers of the Congregation, the council shall include Directors of Ministry for the various ministries of the Congregation.

- a. Outreach and Evangelism
- b. Worship and Music
- c. Christian Education
- d. Maintenance and Planning
- e. Congregational Life

4.02 At its November semi-annual Congregational Meeting, the congregation shall elect a Director of Ministry for each position as specified in the bylaws. The elected directors shall sit on the Council.

4.03 The terms for all Directors of Ministry shall be one year. No one shall serve on the Council as Director for more than two (2) consecutive terms without an intervening year; however such person may serve an additional term as an officer of the Council. At the end of the specified term, the member shall serve in an advisory capacity to the newly elected Director for a period of six months.

4.04 Directors of Ministry are to appoint annually from the active confirmed membership of the congregation chairpersons for the several ministries of the congregation under the direction of that Director. Vacancies in appointed positions shall be filled by the Director of that Ministry. A current roster of those appointed shall be maintained by the Director and reported to Council.

- 4.05 Each Director is to maintain a manual in which a record is kept of its resources, activities, programs and meetings to serve as a guide and reference for future Directors.
- 4.06 The duties of the Director of Outreach and Evangelism are to ensure that, in all its ministries, both now and in the future, the congregation remains focused on reaching out to others in love.
- a. Serve as Liaison for Faith House ministry
 - b. Create and maintain programs and ministries to address the community needs.
 - c. Communicate, coordinate and cooperate with other religious and secular agencies which might be beneficial to an effective ministry to the community and report to the Council and congregation regarding such programs.
 - d. Plan and initiate programs reaching out to the community at large with the goal of attracting new members and serving those who are in need.
 - e. Establish and carry out procedures to offer full information about our ministry to visitors and people new to the community with the purpose of offering membership in the congregation.
 - f. Periodically examine the congregation in the context of its mission to the community.
 - g. Devise and implement proper publicity and public relation procedures so as to enhance the image of the congregation in the community.
 - h. Study, publicize and promote the mission and ministry program of the Evangelical Lutheran Church in America, the synod and other Church agencies with which the congregation is affiliated.
 - i. Present a proposed budget of its area of responsibility to the Council.
- 4.07 The duties of the Director of Worship and Music are to ensure that all services of worship are joyful expressions of love and gratitude that glorify God who loves and saves us
- a. Promote, organize and implement the worship calendar of the Church.
 - b. Provide for the recruitment, and a regular schedule of training and evaluation of lay worship assistants including, but not limited to, lectors, assistant ministers, communion servers, acolytes, ushers, greeters and musicians.

- c. Coordinate and be responsible for the scheduling for the support systems of worship, i.e. ushers, acolytes, communion assistants, Altar Guild, music programming, greeters, etc.
 - d. Oversee the physical enhancements and decor of the sanctuary.
 - e. Oversee the music ministry of the congregation as it is expressed in all worship services of the congregation.
 - f. Seek out and study ways to improve the existing worship services, to evaluate the need for additional services, and to schedule special events.
 - g. Coordinate with the Pastoral staff concerning matters necessary for the administration of the sacraments and for weddings and funerals.
 - h. Assist the Pastor in maintaining parochial records of baptisms, confirmations, weddings and funerals.
 - i. Present a proposed budget for its area of responsibility to the Council.
- 4.08 The duties of the Director of Christian Education are to ensure that the church fulfills its Baptismal Promise to all members of the congregation to teach them the faith, the Lutheran Confessions, and to put the scriptures in their hands.
- a. Make annual reviews of the educational needs and programs of the congregation. Review and be aware of the resources and programs offered by the Evangelical Lutheran Church in America, our synod and other church-related entities with the purpose of selecting appropriate materials for the teaching ministry of the congregation.
 - b. Recruit, train, install and supervise able and committed persons to serve in the administrative and teaching portions of the educational organization and programs of the congregation.
 - c. Appoint the Sunday School Superintendent, the Adult Education Coordinator and one member of the Library Committee
 - d. Serve *ex officio* on the Faith Day School Board and provide liaison to Council for Faith Day School.
 - e. Receive and review the annual report from the Library Committee and report such to Council.
 - f. Ensure that the youth of the Church are taught the faith and beliefs of the Church in preparation for their confirmation that they may be lifelong disciples of Christ.

- g. Support and encourage members to consider whether they are called to ordained ministry in the church.
 - h. Oversee the Library and make Christian literature and media materials available to the Congregation.
 - i. Present a proposed budget for its area of responsibility to the Congregational Council
- 4.09 The duties of the Director of Maintenance and Planning are to ensure that the church property is maintained in a condition that glorifies God and is inviting and welcoming to all.
- a. Make an annual inspection of all church properties in sufficient time to present cost estimates of repair and replacement for budgeting consideration of the congregation.
 - b. Keep the properties of the congregation in good repair. Maintain an inventory and equipment replacement system.
 - c. Prepare an annual Property Maintenance and Repair Plan and a five year plan for the improvements and update of the facilities to enhance and facilitate the ministries of the congregation.
 - d. Make regular visual inspections of the buildings, equipment and property to ascertain repair or improvement needs.
 - e. Assist in obtaining and coordinating all architectural, engineering and contractor services as required and provide oversight for quality inspection and approval of work performed before an invoice is approved for payment.
 - f. Supply the Council with an annual appraisal of Church properties for insurance purposes.
 - g. Present a proposed budget for its area of responsibility to the Council.
- 4.11 The duties of the Director of Congregational Life are to ensure that the life of the congregation demonstrates our shared belief that though there are many gifts, there is one Spirit, and though we are all individuals, we are also one body in Christ, called to serve God and one another.
- a. Plan and initiate programming that will promote the general welfare of the congregation through spiritual growth, social events, fellowship activities and enrichment of spiritual life.
 - b. Provide resources for each member of the congregation to have a personal plan for spiritual growth.

- c. Coordinate and support ministry to special segments of the congregation to include, but not be limited to, youth, singles, emerging families, single parents, blended families, seniors and elderly.
- d. Facilitate the development, maintenance and growth of small group ministries.
- e. Provide a system of spiritual care for the membership of the congregation with particular support for the ill and shut-in members in cooperation with the clergy staff.
- f. Coordinate with the Pastoral staff and office staff to ensure the accuracy of the membership roll of the congregation.
- g. Provide a system of spiritual care for those who become lax in exercising their membership privileges.
- h. Annually recommend to Council, with consultation of the Senior Pastor, the removal of those members from the rolls who under the provisions of 7.04 of these Bylaws fail to exercise the privileges of membership in this Congregation.
- i. Provide for the integration of new members into the life of the congregation.
- j. Present a proposed budget of its area of responsibility to the council.

ARTICLE V - CONGREGATIONAL COMMITTEES

- 5.01 Nominating Committee Three (3) voting members of the congregation shall be elected at the November Congregational meeting to serve with the Vice President as the Nominating Committee for the following year.
- a. The duties of this committee shall be to nominate candidates for each Council office, three (3) members to serve on the Nominating Committee for the following year and two (2) members to serve on the Trust Committee. The committee shall contact prospective nominees, securing their consent to serve if elected and advising them of the duties and responsibilities of the office for which they are considered.
 - b. The list of nominees shall be submitted to the Council for ratification thirty (30) days prior to the November semi-annual Congregational Meeting.
 - c. The list of nominees shall be announced to the congregation at least two weeks prior to the November annual Congregational Meeting.

- d. No member of the Nominating Committee shall serve for two consecutive years.
 - e. Nominations may be made from the floor for all positions listed herein with the permission of the nominee.
- 5.02 Past Presidents Committee. The four (4) preceding Congregational Presidents shall compose the Past Presidents Committee. The committee shall be chaired by the immediate Past President. The Past Presidents Committee may serve in the leadership of special projects or in advisory capacity to the Council as requested. The Past President Committee may be called by the Senior Pastor or the Officers of the Council to serve in the capacity of conflict resolution between members of the congregation. No member shall serve as a current member of the Council. Should a member be excused by request or eliminated from service by election to council, the next qualified past president shall be selected.
- 5.03 Financial Oversight Committee This committee shall consist of six (6) voting members of the congregation and be appointed by the President, Vice President and Recording Secretary of the Congregation. The appointees shall not serve a concurrent term on Council. Members shall serve a three year term and two replacements will be nominated annually. Qualifications include having persons with a financial acumen and a confidential nature. The duties of the committee shall be to review and assess annually the overall scope and focus of the finances of the congregation and the several ministries thereof as specified in the Continuing Resolutions of the Congregation. The Congregational Treasurer shall serve as ex-officio member of this committee.
- 5.04 Trust Fund Committee. Six (6) voting members of the congregation shall serve on the Trust Fund Committee as defined in the Continuing Resolutions of the Congregation. Two members shall be elected annually. The Senior Pastor and Congregational Treasurer shall serve as ex-officio members of the Trust Fund Committee
- 5.05 Call Committee When a pastoral vacancy occurs, a Call Committee of six (6) voting members of the congregation, to include at least one Past President, shall be appointed by the Council. The committee shall work with the Synod and follow the nominating process as defined in the current Synodical and Congregational Constitutions. Term of office will terminate at installation of the newly-called pastor.
- 5.06 Day School Committee Six (6) voting members of the congregation shall serve on the Day School Committee as defined in the Continuing Resolutions of the congregation. The Director of Christian Education shall serve ex-officio on the Day School Committee and serve as liaison to the Congregational Council.
- 5.07 Faith House Committee Six (6) voting members of the congregation shall serve on the Faith House Committee as defined in the Continuing Resolutions

of the congregation. The Director of Outreach and Evangelism shall serve ex-officio on the Faith House Committee and serve as liaison to the Congregational Council.

- 5.08 Mutual Ministry Committee. Six (6) voting members of the congregation shall be appointed jointly by the President and each Pastor to that Pastor's respective Mutual Ministry Committee under the provision to that Pastor's letter of call. Members shall serve three year terms staggered so that two members shall be appointed annually at the anniversary of the pastoral letter of call.
- 5.09 Other congregational committees may be formed as the need arises, by decision of the Council.
- 5.10 Duties and terms of office of congregational committees shall be specified in the continuing resolutions of the Council.

ARTICLE VI - ORGANIZATIONS WITHIN THE CONGREGATION

- 6.01 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 subject to its oversight and direction. This congregation, at the February semi-annual Congregational Meeting, shall determine their policies, guide their activities through the Council, and receive reports concerning the membership, work and finances of such organizations.
- 6.02 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 Council and specified in a Continuing Resolution. .

ARTICLE VII - DISCONTINUANCE OF MEMBERSHIP

- 7.01 A confirmed member in good standing desiring to change his membership to another Lutheran congregation shall, on request, receive a Letter of Transfer by action of the Pastor or Council.
- 7.02 Servicemen, students, and special case members of this congregation in good standing shall be retained on the active membership list while they are so classified.
- 7.03 Members who become inactive, i.e. any member, who, for a period of one year neglects to partake of the Holy Communion or take part in the worship of the Church, shall be visited by a pastor or a member of Council for the purpose of encouraging continued active membership.
- 7.04 If a member chooses not to attend church or receive Communion for a total of

two continuous years, he will have elected to be removed from the church roll.

ARTICLE XIII - MISCELLANEOUS

- 8.01 All contributions, gifts, donations, memorials, etc., given to this congregation shall become the property of the congregation and subject to the control and management of the Council. Pursuant to the Bylaws and Continuing Resolutions of this congregation, all efforts shall be made to honor the donor's wishes for the use of designated gifts
- 8.02 The Council shall contact, secure the consent to serve, and appoint for the congregation the delegates and alternate delegates to the various official conventions and other important meetings of the Evangelical Lutheran Church in America and its various entities of which this congregation is a part.
- 8.03 The Council may enact continuing resolutions concerning the function of the various committees, organizations or policies of this congregation. Continuing resolutions of the congregation shall be independently archived as a permanent record of the congregation by the Recording Secretary. The continuing resolutions shall be reviewed annually at the first meeting of the Congregational Council.
- 8.04 Consistent with the provisions of the laws under which this congregation is incorporated, the council shall provide indemnification for each person who, by reason of the fact that such person is or was a Congregation Council Member, officer, employee, agent or other member of any committee of this congregation, was or is threatened to be made a party to any threatened, pending, or completed civil, criminal, administrative, arbitration or investigative proceeding

The Congregation shall purchase Directors and Officers Liability insurance for Congregational Council members, Officers, employees, agents and members of committees of this congregation in accordance with the Constitution and laws of incorporation.

- 8.05 These By-laws may be amended in accordance with Article 16 of the Constitution.

Adopted _____ at the congregational meeting of Faith Lutheran Church, Bellaire, Texas

Trustees:

_____ President

_____ Treasurer

_____ Recording Secretary