

**REVISED CONSTITUTION AND BY-LAWS OF  
IMMANUEL LUTHERAN CHURCH  
LOCKWOOD, MISSOURI  
November 27, 2022**

PREAMBLE

Whereas, the Word of God demands that a Christian Congregation not only conform to the Word of God in doctrine and practice (Ps. 119, 105; Gal. 1:6-8; 2 Tim. 4:1-5), but that also all things be done decently and in order (1 Cor. 14:40), therefore, we, the members of Immanuel Evangelical Lutheran Church of Lockwood, Missouri, set forth by this present document, this constitution, and the by-laws in accordance with which our Congregational affairs, spiritual and material, shall be conducted.

CONSTITUTION

ARTICLE I – NAME

The name of this Congregation shall be Immanuel Evangelical Lutheran Church-Missouri Synod of Lockwood, Missouri.

ARTICLE II – PURPOSE

This Congregation is formed for religious and educational purposes. The Congregation may own and hold title to and manage such real estate as may be necessary or incident to the accomplishment of its purposes, and may take and convey title to any real or personal property which may be given, devised or bequeathed to it. It shall operate as a non-profit organization and shall not be used for pecuniary gain or profit of its members.

ARTICLE III – CONFESSIONAL STANDARD

This Congregation accepts all canonical books of the Old and New Testaments as God's revealed Word and acknowledges all the symbolic books of the Evangelical Lutheran Church, contained in the Book of Concord, as the true and sound exhibition of the doctrine of the Bible. These symbols of the Evangelical Lutheran Church: are The Three Ecumenical Creeds (the Apostolic, the Nicene, and the Athanasian), the Unaltered Augsburg Confession; the Apology of the same; the Smalcald Articles; Luther's Large and Small Catechism; and the Formula of Concord. All doctrine of this Congregation is to be drawn and proven from the Word of God, and on the basis of the Word of God all disputes and controversies on religion must be judged and settled.

ARTICLE IV – MEMBERSHIP

Any person shall be eligible to become and remain a member of this Congregation who:

- a. Is baptized.
- b. Declares their adherence to all the canonical books of the Old and New Testament as the only divine rule of faith and life.
- c. While they may perhaps be yet deficient in the knowledge of all the Lutheran symbols, is familiar at least with Luther's Small Catechism and declares their acceptance thereof;
- d. Does not live in manifest works of the flesh (Gal. 5:19-21), but leads a Christian life;

- e. Attends divine service faithfully and partakes of the Lord's Supper frequently if they have been confirmed;
- f. Submits, for the sake of love and peace, to the regulations already made, or still to be made, by this body, provided they do not conflict with the Word of God, and suffers brotherly admonition when having erred or offended;
- g. Is not a member of any organization the doctrine and practices of which are in conflict with the Word of God. (2 Cor. 8:14-18)

#### ARTICLE V – RIGHT OF SUFFRAGE

All communicant member eighteen years of age and over who have the qualifications of membership according to Article IV and who have signed this Constitution shall have the right of suffrage.

#### ARTICLE VI – CHURCH DISCIPLINE

When a member of this Congregation, after fruitless admonition in the various grades prescribed by the Word of God (Matt. 18:15-20), where the observance of such grades has been possible, shall have been expelled from the Congregation, such ex-communicated person shall then have forfeited all rights of a member and all claims upon the property of the Congregation as long as the member has not been restored to membership. The same shall apply to the members who have refused to submit to church discipline and have thus ex-communicated themselves, and also to those who have been transferred to another Congregation.

#### ARTICLE VII – BY-LAWS

This Congregation may adopt such by-laws as the accomplishment of the purpose of its organization may command.

#### ARTICLE VIII – AMENDMENTS

Amendments to this Constitution may be made at any regular meeting, provided that the amendment has already been submitted in a previous meeting and that two-thirds of the votes cast favor such amendment. Article III shall be unalterable.

#### BY-LAWS

#### ARTICLE I – MEMBERSHIP

The membership of the Congregation may be designated by three different terms: Baptized members, Communicant members, and Voting members.

- a. Baptized members are all members of the Congregation, both old and young, who have been baptized and who are under the spiritual care of the Pastor of the Congregation.

- b. Communicant members are all members of the Congregation who have been confirmed and to whom the right and privilege of Holy Communion may be extended.
- c. Voting members of the Congregation are all communicant members of the Congregation eighteen or more years of age who have signed this constitution and upon whom the right of suffrage has been duly conferred.

## ARTICLE II - ADMISSION OF NEW MEMBERS

### Section 1. Communicant members

Any person eligible for communicant membership in this Congregation may obtain such membership by:

- a. Confirmation in the Congregation;
- b. Presentation of a letter of release from a sister Congregation, satisfactory to this Congregation; or
- c. Proving, to the satisfaction of this Congregation, full agreement with the doctrines of this Congregation as set forth in Article III of this constitution.

### Section 2. Voting Membership

Any eligible person desiring voting membership in this Congregation shall attend the next regular Voter's Meeting and affix their signature to this Constitution signifying thereby that they have read, understand and accept the provisions of this Constitution and By-Laws. Eligibility to vote will be at the next Voter's Meeting.

## ARTICLE III - DUTIES OF MEMBERS

It shall be the duty of every communicant member to contribute toward all the expenditures of the Congregation according to the principles of Christian giving as laid down in the New Testament, to do their utmost that the Word of God may be well received by the Congregation, and the Gospel made known among those who are without. Each member shall therefore also contribute toward mission work.

## ARTICLE IV - DUTIES OF VOTING MEMBERS

It shall be the duty of every voting member to attend the meetings of the Congregation. Failing to attend a meeting waives the right of voting during such meeting. A Voting Member who misses 4 regular scheduled Voters' Meetings in a calendar year will be removed from the Voting Membership. Accounting of this requirement will take place in January. The Recording Secretary will see to it that the individual is informed of removal. He or she may rejoin at any future regularly scheduled Voters' Meeting as a voting member, upon approval by the Voters' Assembly. The reinstated voting member is ineligible to vote at the meeting of reinstatement. Inactive voting members 70 years of age and older will be considered as honorary members but their numbers will not be included in the number of voters used in calculating the quorum.

## ARTICLE V - DUTIES OF PARENTS

Parents shall bring their children for Baptism as soon as possible after birth. They are urged to send them to the Christian Day School or Weekday School/Confirmation instruction and to send them to Sunday School.

## ARTICLE VI - MEETINGS

- Section 1. Regular meetings shall be held quarterly and special meetings as occasion demands. Special meetings may be called by any Church Board or the Pastor.
- Section 2. A quorum shall be required for all meetings. One-fourth or more of the voting members of the Congregation shall constitute a quorum.
- Section 3. The meeting of this Congregation shall be conducted according to Robert's Rules of Order, insofar as they are applicable and are not inconsistent with Christian love and practice.

## ARTICLE VII - VALIDITY OF RESOLUTIONS

- Section 1. A meeting of the Congregation shall be capable of transacting business and passing valid resolutions, provided it be publicly announced or all members reachable have been notified of the time and purpose of the meeting, and provided a required quorum be present.
- Section 2. For a valid resolution of the Congregation a majority vote of the votes cast at the meeting shall be required, provided the matter under discussion be not of doctrine or conscience; in the latter case God's Word shall decide, not the Congregation.

## ARTICLE VIII - SUPREME AUTHORITY OF CONGREGATION

The Congregation shall have the supreme authority in the external administration and management of its ecclesiastical and Congregational affairs. No enactment or decision behalf of the Congregation or of a member thereof as such shall be valid, whether it proceed from an individual or from a body within the Congregation, unless it shall have been enacted or performed in the name of the Congregation, according to the general or special authority conferred by the Congregation. However, not even the Congregation shall be empowered to enact or decide anything contrary to the Word of God and the symbols of the Evangelical Lutheran Church.

## ARTICLE IX - PROPERTY RIGHTS

- Section 1. In the event of a separation in the membership of this Congregation--which God may graciously prevent - the title to all property of this Congregation and the rights of membership shall remain with those members who adhere to the provisions of Article III of this Constitution.
- Section 2. In the event of the dissolution of the Congregation, all property of the Congregation shall become the property of the Lutheran Church-Missouri Synod.

## ARTICLE X - OFFICERS

Section 1. Elective to Offices, Boards and Committees shall be such members only who have been voting members for at least one year and Elders shall have reached their 25<sup>th</sup> birthday. Election of Officers shall be held in the October meeting of each year and terms of office shall begin on the following January 1.

Section 2. The Officers of this Congregation shall be: President; Vice President; Treasurer; Recording Secretary; Financial Secretary; Board of Elders; School Board; Board of Trustees and Endowment Committee Chairman. These officers, together with the Pastor and Principal, shall constitute the Church Council.

The Congregation shall elect or appoint such other committees of individuals as are necessary to carry on the work of the Congregation.

Section 3. The President, Vice President, Recording Secretary shall be elected for a term of one year. The Treasurer and Financial Secretary shall be elected for a term of two years, their terms of office expiring in alternate years.

Members of the Board of Elders, School Board, Parish Education Committee, Stewardship Committee and Board of Trustees shall be elected for a term of three years, one member's term expiring each year.

Section 4. The duties of the President, Vice President, Recording Secretary, and the Treasurer are those duties which usually are required of such officers. The Financial Secretary shall receive and record all monies and turn them over to the Treasurer.

The Board of Elders shall be of assistance to the Pastor in the proper and orderly functioning of the ministerial office in the Congregation. They shall, in all respects, be a model to the Congregation in Christian faith and conduct.

The Trustees shall have charge of the physical property of the Congregation. Insofar as they carry out the express purposes and resolutions of the Congregation, they shall not be held personally responsible. No officer is permitted to hold more than one office at any one time. No officer may be eligible for more than two terms of the same office until one year has elapsed.

The School Board shall have charge of the policy making of the Immanuel Lutheran Day School, Pre-Kindergarten and Daycare in conjunction with the School Principal. The School Board shall be of assistance to the School Principal in the proper and orderly administration of the school.

The Parish Education Committee shall have charge of the education of the children, youth and adults of the Congregation and shall foster such education agencies as will make for a more intelligent church membership. The Parish Education Committee shall oversee the Sunday School, Weekday School, Confirmation, Adult Classes, VBS, JYF and the LYF, and any other educational agencies of the parish.

## ARTICLE XI - QUALIFICATIONS FOR PASTOR AND TEACHERS

The Office of Pastor and Teacher in this Congregation shall be conferred only upon such persons as are adequately trained, eligible to such office, and profess their acceptance of, and adherence to, all the canonical books of the Old and New Testament as the inspired Word of God, and all the symbols of the Evangelical Lutheran Church enumerated in Article III of the Constitution, as derived from such Word of God.

## ARTICLE XII - REMOVAL OF PASTOR OR TEACHER FROM OFFICE

If the Pastor or Teacher should give offense in doctrine or life, the Church Council is to take the initial steps. Any one or more of the following shall constitute sufficient cause for the removal of a Pastor or Teacher by the Congregation: persistent adherence to false doctrine, scandalous lifestyle, or unfaithfulness in the performance of office. In case of inefficiency or incompetence, brought about by old age, prolonged illness, or other reasons, a Pastor or Teacher is to be dealt with by the Congregation in all charity, and in such a case the Congregation may finally release a Pastor or Teacher from their office by a two-thirds majority of the votes cast.

## ARTICLE XIII - BOOKS AND FORMS TO BE USED

In the public Worship Services of this Congregation, only purely Christian hymns and in all ministerial acts, only purely Lutheran forms shall be used. In the Christian Day School and Sunday School, besides the Bible and Luther's Small Catechism, only such books as are purely Lutheran shall be used for their instruction in Christian doctrine. Also, other books used in the Christian Day School shall not be used to teach anything contrary to the Word of God.

## ARTICLE XIV - AMENDMENTS

Suggested amendments to these By-Laws must be presented at a regular meeting of the Voters' Assembly. The passing of such amendments requires a two-third majority vote of all members voting at such meeting.