

BYLAWS
ST. TIMOTHY LUTHERAN CHURCH
650 East Main Street
Hendersonville, Tennessee 37075



Approved by Congregational vote
01/28/2024

***C4.04.**

This congregation shall develop an organizational structure to be described in the bylaws. The Congregation Council shall prepare descriptions of the responsibilities of each committee, task force, or other organizational group and shall review their actions. [Such descriptions shall be contained in continuing resolutions in the section on the Congregation Council.]

C5.05.

This congregation shall have a mission endowment fund that will operate as specified in this congregation's bylaws and continuing resolutions. The purpose of the endowment fund is to provide for work beyond the Ministry Plan (operational budget) of this congregation.

**C16.01. This congregation may adopt bylaws. No bylaw may conflict with this constitution.*

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

**C16.03. Changes to the bylaws may be proposed by any voting member, provided that such additions or amendments be submitted in writing to the Congregation Council at least 60 days before a regular or special Congregation Meeting called for that purpose. The Congregation Council shall notify the congregation's members by mail of the proposal with the council's recommendations at least 30 days in advance of the Congregation Meeting.*

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

PART I MISSION

***C4.05.01**

St. Timothy Lutheran Church is a community claimed in baptism, gathered in worship, and sent in service for the sake of the world. (January, 2012)

***C4.05.02**

The vision of St. Timothy Lutheran Church is to be a diverse Christian community actively preparing all to do God's work. (January, 2012)

PART II SACRAMENTS

***C8.04.01**

We understand the Sacraments to be both a gift to and a mark of the church. (January, 2015)

***C9.03.01**

Administration of the Sacraments is a function of the Pastoral Office.
(January, 2015)

PART III CONGREGATIONAL MEETINGS

*C10.01.01

Regular Meetings

Regular Meetings (also known as Annual Meetings) shall be held in January and November at a time, place, and date designated by the Congregation Council.

1. A business meeting in January to accept Annual Reports, elect Synod Assembly voting members (C5.04), and to transact any other required general business items
2. A business meeting in November to elect new Congregation Council members and to approve funding for the subsequent year's Ministry Plan.

*C10.02.01

Special Meetings

A special Congregation meeting may be called by the pastor, majority vote of the Congregation Council, or the president of this Congregation Council, and shall be called by the president of the Congregation Council upon the written request of 15% of the voting members. The call for each special meeting shall specify the purpose for which it is to be held and no other business shall be transacted.

*C10.03.01

1. Notice of Meetings.

Notice of all meetings of this congregation shall be given at the services of worship on the preceding two consecutive Sundays and by mail or electronic means, as permitted by state law, to all [voting] members at least 10 days in advance of the date of the meeting.

In addition notice may be published in publications such as the Worship Bulletin and Tidings (newsletter) if possible. Notice may also be made by automated phone calls.

2. Ballot Required.

Ballot votes are required in the following situations to:

- a. Elect council members, unless all candidates run unopposed,
- b. Adopt or amend the Articles of Incorporation, constitution, or bylaws of the congregation,
- c. Call a pastor or request a pastor's resignation,
- d. Recall a member from office in the congregation,
- e. Sever the membership in the ELCA,
- f. Acquire, encumber, or dispose of real property,
- g. Authorize expenditure of more than 5% (five percent) of the adopted Ministry Plan (budget).

- h. Grant a motion for ballot by at least ten (10) voting members present. (C10.05)

3. Congregation Council Elections

- a. Sufficient nominations for Congregation Council vacancies should be provided by the Nominating Committee to assure compliance with the Constitution.
- b. The members, number as required to fill Congregation Council vacancies, who receive the highest number of votes are considered elected. The remainder may be considered for appointment should vacancies occur.
- c. Selection of members to fill vacancies may be made from persons receiving the next highest votes or in a manner designated by the Congregation council.
- d. Those elected shall take office at the first council meeting after their installation.
- e. *Robert's Rules of Order*, latest edition, shall govern parliamentary procedure of all meetings of this congregation. (C10.07)

PART IV CONGREGATION COUNCIL

Fiscal Year

The Church's fiscal year shall be from January 1 through December 31. (June 27, 2010)

Safe Church Training Requirement

All Council and staff members, and anyone who teaches Sunday Church School, or works with children under 18 are required to undergo SafeChurch conduct training including a criminal background check and be certified as required by ELCA guidelines. (2011)

PART V OFFICERS

C11.01

The officers of this congregation shall be a president, vice president, secretary, and treasurer.

C11.02

The Congregation Council shall elect its officers and they shall be the officers of the congregation. (2010)

The officers shall be elected by written ballot and shall serve for one year or until their successors are elected. Two (2) candidates should be nominated (with their consent) or volunteer to run. Where two (2) candidates are not available the election can be held by unanimous consent.

Their terms shall begin at the close of the congregation council meeting at which they are elected.

C11.03.01

Individuals who serve less than one-half (1/2) of a regular term shall not be considered as having served a full term of office and, therefore, are eligible to serve two (2) full consecutive terms.

A. PRESIDENT (adopted as working drafts January 2013)

Position: President, Congregation Council

Reports To: Congregation Council

Purpose: The chief elected officer, who is accountable for leading the Council in the fulfillment of its corporate and community responsibilities and the church's goals

Principal Duties:

- Provides personal leadership to the Congregation Council in carrying out corporate responsibilities in such areas as, but not limited to: planning, policy making, review, finances, organizational development, and community services.
- Ensures that Congregation Council matters are handled properly, including preparation of pre-meeting materials; committee functioning; and recruitment, selection, and orientation of new Council members.
- Presides at Congregation Council and Congregational meetings and other official meetings of the church.
- Serve on the Executive Committee and preside at the meetings,
- Ensures that each Congregation Council meeting's agenda is prepared.
- Directs affairs of the Congregation Council within adopted Constitution, By-laws, special rules, and policies/procedures and provides the means for these to be updated, as needed.
- Serve as ex-officio member of all commissions and committees
- With the Pastor(s), oversee the work in the areas charged to the various commissions
- Seeks volunteers for commissions & committees and coordinates individual Congregation Council member's assignments. Makes sure each commission/ committee has a chairperson, and stays in touch with chairpersons to be sure that their work is carried out; identifies committee recommendations that should be presented to the full Congregation Council.
- Assists Chairpersons in selecting Commission & Committee members.
- May call special meetings
- Shares responsibility with the Congregation Council Secretary for the church's correspondence at the Council level.
- Requests and schedules regular financial reports to the Congregation Council, as needed, to assist the Council in carrying out its financial responsibilities.
- Shall have the authority to designate which commission/committee has the authority and responsibility to deal with items of church activity or business,
- Shall with the Pastor(s) have responsibility for short and long range planning.
- Shall with the Pastor(s) have responsibility for the Professional Leadership Committee.
- Represents the church at meetings, conferences, etc. and has a continuing responsibility to interpret the church's goals, purpose, philosophy, and policies.

B. VICE PRESIDENT

Position: Vice President Congregation Council

Reports To: Congregation Council

Purpose: Serves as the Vice-President of the Congregation Council and assists with leading the church in the fulfillment of its corporate and community responsibilities and the church's goals.

Principal Duties:

- Attends and actively participates in all Congregation Council meetings.
- Serves on the Executive Committee.
- Assumes the President's role in the President's absence, including chairing Congregation Council and Congregational Meetings.
- Assists the President by giving personal leadership to the Congregation Council in performing its corporate responsibilities in areas such as, but not limited to: planning, policy making, review, finances, church development, and community services.
- Works with the President and church staff to organize and to complete the work of the Congregation Council through commissions/ committees, task forces, work groups, and individual volunteers.
- Serves as Chair of the Nominating Committee and the Professional Leadership Committee
- Serves as a commission/ committee member or chairperson, when appointed or elected.
- Attends other commission/ committee meetings, when requested by the President or chairperson.
- Serves as an advocate for the church at meetings, etc., when requested by the President.
- Automatically becomes the President, if the President's Office becomes vacant prior to the annual meeting where an election of officers takes place.
- Perform such additional duties as shall be prescribed by the president of the Congregation council
- Chair nominating committee

C. SECRETARY

Position: Secretary, Congregation Council

Reports To: Congregation Council

Purpose: Responsible for the Congregation Council's Official Records and Correspondence

Principal Duties:

- Serve on the Congregation Council and attend all meetings.
- Serve on the Executive Committee.
- Ensure that accurate minutes of the Congregation Council's meetings are taken, including an accurate attendance record and record of all actions and votes taken.
- Carefully maintain and secure the Congregation Council's official records and correspondence, including minutes and their attachments, reports of officers, commissions and committees, continuing resolutions, position descriptions, and other official documents.

- Bring to each Congregation Council meeting the minutes book, Constitution, bylaws, special rules of order, continuing resolutions, the agenda, records, ballots, and any other necessary records and supplies.
- Distribute minutes and other official records in accordance with Congregation Council policies and procedures.
- Ensure timely distribution of meeting notices for all regular and special Congregation Council meetings.
- Communicate Congregation Council actions to appropriate persons or groups, e.g. ensuring that officers, commissions & committee members, and new Council members are notified when elected or appointed.
- Share responsibility with the Congregation Council President for the church's correspondence at the Council level.
- Present significant correspondence to the Congregation Council either before or during Council Meetings.
- Preside over the election of a chairperson *pro tem* for a meeting, in the absence of the President and the Vice-President.
- Perform such additional duties as shall be prescribed by the president of the Congregation Council
- Serve on a commission/committee, if available.

D. TREASURER

Position: Treasurer, Congregation Council

Reports To: Congregation Council

Purpose: Ensures the satisfactory custody and disbursement of the church's funds

Principal Duties:

- Serve on the Congregation Council and attend all meetings.
- Serve on the Executive Committee.
- Ensure accurate records of all church funds received, invested, and disbursed.
- Report the church's current financial status to the Congregation Council, including statements of expenses, income, and other financial information.
- Ensure payment of all bills, invoices and charges for the church
- Performing or overseeing all of the bookkeeping functions
- Monitor-the cash position of the congregation and investing available funds as directed by the Congregation Council
- Borrowing funds as directed by the Congregation Council
- Serves as an ex officio member of the Finance Committee
- Ensures the preparation of the annual financial statement.
- Shall request an external audit every three years.
- Opens the meeting and sees that a chairperson *pro tem* is elected at Congregation Council meetings in the absence of the President, Vice-President, and Secretary.
- Perform such additional duties as shall be prescribed by the president of the Congregation Council
- Serve on a commission/committee, if available.

Composition of Congregation Council

C12.01

The voting membership of the Congregation Council shall consist of the pastor(s), and 8 (eight) members of the congregation. Any voting member of the congregation may be elected, subject only to the limitation on the length of continuous service permitted in that office.

C12.01.01

The further limitation that no such voting member is eligible to be elected if such election would result in such voting member's simultaneous service of a term on the Congregation Council with a term or remaining term held by such voting member's spouse, child, child-in-law, parent or parent-in-law, the exception being a non-voting youth member. (Recommendation of Professional Leadership 2011)

C12.01.02

The further limitation that no such voting member is eligible to be elected if such election would result in such voting member's simultaneous service of a term on the Congregation Council with the paid staff employment of self or by such voting member's spouse, child, child-in-law, parent or parent-in-law, the exception being a non-voting youth member

A member's place on the Congregation Council shall be declared vacant if the member

- a) ceases to be a voting member of this congregation or
 - b) is absent from two successive regular meetings of the Congregation Council without cause, or
 - c) disruptive behavior. (2010)
 - d) mental incapacity or incompetency (2015)
- Congregation Council in other circumstances.

Terms of Office.

C12.02

The members of the Congregation Council except the pastor(s) shall be elected at a legally called meeting of the congregation during the month of November. Their term of office shall be for three two (2), with the term of office beginning at the Council Meeting after installation and ending when the new members assume office. (2 year term adopted 11-20-22)

C12.02.01

Congregation Council members tenure shall be so arranged that one-half of the terms expire annually.

E-Voting Procedures (2022)

C12:14 E-voting is allowed provided the procedures outlined below are followed:

In cases of emergency (such as expenditure approval for emergency repairs or instances deemed emergency by the pastor and council president together)

- A) A motion will be made by a member of the executive committee as designated by the council president (henceforth referred to as designated member) – no second is needed for the motion to be considered. The motion shall have a number assigned to it (example: Motion #1 e-voting). The motion cannot be tabled. The time allotted for discussion is 2 hours.
- B) The secretary will text every member of the council to alert them to the emergency motion pending and the time allowed for discussion.
- C) Any new motion or motion to amend the original motion must be made in a separate thread. The designated member will assign a number and letter to any new motion related to original motion based on timestamp (eg. Motion to amend Motion #1 – e-voting would be Motion 1a – motion to amend) and restate the new motion and declare discussion open simultaneously with the original motion discussion.
- D) In the case of duplicate motions, the time stamp will determine which motion will be considered and which discarded. The member who made the discarded motion will be informed in a REPLY (NOT in a reply to all) by the designated member.
- E) Members shall use “Reply All” in all messages.
- F) After the allotted discussion time, the president or secretary will restate the original motion and then call for the vote. The allotted time for the vote is 2 hours.
- G) The secretary will again text members to inform them of the vote and the time limit. After 2 hours, votes will be tallied, and the results reported. Results will include the number for, against and not voting.
- H) The designated member shall either state the next pending motion and call for a vote or shall declare the Motion (#letter) closed.
- I) Only one motion to amend the original motion will be allowed.

For non-emergency issues that require a vote before the next Congregation Council meeting

- A) A motion will be made by a designated member of the executive committee (henceforth referred to as designated member) – no second is needed for the motion to be considered. The motion shall have a number assigned to it. The

motion cannot be tabled. The time allotted for discussion is a minimum of 24 hours.

- B) The secretary will text every member of the council to alert them to the motion pending and the time allowed for discussion.
- C) Any new motion or motion to amend the original motion must be made in a separate thread. The designated member will assign a number and letter to any new motion related to original motion based on timestamp (eg. Motion to amend Motion #1 – e-voting would be Motion 1a – motion to amend) and restate the new motion and declare discussion open simultaneously with the original motion discussion.

Continuing Resolution – E-voting – June 2022

- D) In the case of duplicate motions, the time stamp will determine which motion will be considered and which discarded. The member who made the discarded motion will be informed in a REPLY (NOT in a reply to all) by the designated member.
- E) Members shall use “Reply All” in all messages.
- F) After the allotted discussion time, the president or secretary will restate the original motion and then call the vote. The allotted time for the vote is a minimum of 24 hours.
- G) The secretary will again text members to inform them that the vote is being called and the allotted time for voting. After the allotted time, votes will be tallied, and the results reported. Results will include the number for, against and not voting.
- H) The designated member shall either state the next pending motion and call for a vote or shall declare the Motion (#letter) closed.
- I) Only one motion to amend the original motion will be allowed.

*Point of Clarification: the phrase “declare discussion open simultaneously with the original motion discussion.” Is meant that not only are there 2 discussions going on at the same time but that the time allowed for discussion of the 2nd motion is on the same time as the original motion.
e.g., if an amendment is made at the 12th hour of discussion of the original amendment, the discussion for the amendment will be 12 hours or whatever time is remaining on the original amendment discussion.

PART V COMMITTEES

CONSTITUTIONAL COMMITTEES

Duties shall be specified in by-laws or continuing resolutions

C13.01.01

Executive Committee

The officers of this congregation and the pastor(s) shall constitute the Executive Committee.

Appointments and Composition

- The Executive Committee shall be composed of the Pastor(s), President, Vice-President, Secretary, and Treasurer of the Congregation Council.
- The Chair of the Executive Committee shall be the Congregation Council President

Responsibilities

- Meet to draw up an agenda for meetings of the full Congregation Council.
- Make decisions on behalf of the full Congregation Council on urgent matters. Maintain effective communication with the Commissions and committees of the church.
- Coordinate the annual Ministry planning process

C13.02.01

Nominating Committee

Committee of three (3) voting members of this congregation whom shall be appointed by Congregation Council for a term of one (1) year.

A. Appointments and Composition:

- The Nominating Committee shall be composed of three (3) voting members of this congregation.*
- The Chair of the Nominating Committee shall be the Congregation Council Vice President.*

B. Responsibilities:

- The Nominating Committee shall provide candidates who meet the membership qualifications as stipulated in the constitution.*
- The nominations must be made to allow time for preparation of ballots for the November election of council members.*

C13.03.01

Audit Committee

An Audit Committee of three (3) voting members shall be elected by the Congregation Council. Audit Committee members shall not be members of the Congregation Council. Term of office shall be three (3) years, with one member elected each year. Members shall be eligible for reelection.

Appointments and Composition

- All voting members are eligible, with the exception of the current Congregation Council Treasurer, the current Council Members and members serving on the Finance Committee.

Responsibilities

- To perform a careful audit of all regular and special accounts of the Congregation and report audit results to and on a date specified by the Congregation Council.

- To make recommendations regarding sound fiscal practices, procedures, and policies.

C13.04.01

MUTUAL MINISTRY

The Mutual Ministry Committee shall be composed of six (6) voting members of this congregation whom shall be appointed by the Pastor of this congregation and the President of Congregation Council for a term limit of two (2) years. The committee serves as a vehicle for communication between the Pastor and the congregation; and it sheds light on what aspects of the church are progressing well and what aspects may require attention.

A. Appointments and Composition:

- Voting members are appointed by the Pastor and the council president.*
- Term limits are two (2) years with three (3) members to be appointed each successive year.*
- Six (6) members, along with the Pastor, shall make up the committee. No member of the Church council shall sit on this committee.*

B. Responsibilities:

- Support dialogue about perceptions, praise, and concerns in the congregation.*
- Share observations with the council.*
- Seek ways for the Pastor and other leaders in the congregation to work together for the sake of the Gospel and the congregation.*
- Address conflicts among members of the congregation, as well as between members of the congregation and Pastor or other leaders.*
- Maintain strict confidentiality, dignity, and respect.*
- Support the Pastor's and other leaders' need for self-care, spiritual development, and continued education.*

C13.05.01

Call Committee (if needed)

Appointments and Composition

- When a pastoral vacancy occurs, a **Call Committee** of six (6) voting members shall be elected by this congregation at the recommendation of the Congregation Council. Term of office will terminate upon installation of the newly called pastor.

C13.06.01

Professional Leadership

Professional Leadership Committee of three (3) voting members of this congregation whom shall be appointed by the full congregation council for a term not to exceed two (2) years. The committee shall serve as a resource for church staff members, to identify and recommend the fair balance of responsibilities, appropriate working hours and facilitate a safe, respectful, productive working environment.

A. Appointments and Composition:

- a) *The Professional Leadership Committee shall be composed of three (3) voting members of this congregation.*
- b) *The Pastor of this congregation shall be a non-voting member of the Committee.*

B. Responsibilities:

- a) *Recommend written personnel policies and practices.*
- b) *Recommend to the Congregation Council the salaries and fringe benefits together with basic work and vacation policies for established clergy and lay employees.*
- c) *Recommend with the approval of congregation council, the written job descriptions of all paid personnel, as well as interview, hire, and terminate for all position*
- d) *Conduct annual evaluations of all personnel in the areas of: performance, attitude, meeting job description guidelines, and carrying out their specific and/or professional roles.*
- e) *Submit an annual report to the congregation*
- f) *Review and authorize relevant expenditures*

C13.06.03

Other Committees

As deemed necessary by the Congregation Council or Council President, duties specified in Continuing Resolutions

C13.06.03.A15

STANDING COMMITTEES

Outreach

Stewardship & Finance

Hospitality

Learning

Property

Worship & Music

Youth

Outreach

1. Share the Gospel in words and actions inside and outside of the congregation.
2. Spread the news that we are a welcoming and affirming congregation.
3. Participate in and sponsor programs to uplift the poor and marginalized in our community and beyond.

4. Promote and support social ministry agencies and programs.
5. Submit monthly reports to the council and an annual report to the congregation.
6. Review and authorize relevant expenditures.
7. Prepare a recommendation for the annual Ministry Plan.

Learning (2014)

1. Support and facilitate all organized educational programs and processes for the Congregation with the guidance and assistance of the program director and/or the pastor.
2. Assist the program director with the recruitment and training of volunteers for the education program and coordinate recruitment with the Sacristan.
3. Responsible for the Children's Church program.
4. Recommend policies and procedures that pertain to the education program and submit to congregation council for approval.
5. Request and review all curriculums used for Sunday Church School, Bible Studies, Vacation Bible School, classes for new members, confirmation, and first Communion instruction. Committee has the final say on all materials used in education programs.
6. Manage the church library subcommittee.
7. Submit monthly reports to council and an annual report to the congregation.
8. Review and authorize relevant expenditures
9. Prepare a recommendation for annual Ministry Plan (budget)

Stewardship (2010)

1. Conduct an annual stewardship program including Time, Talents, and Treasure.
2. Promote year-round stewardship
3. Inform new members of the congregation's stewardship program.
4. Promote the financial support of the congregation's programs.
5. Submit monthly reports to the council and an annual report to the congregation
6. Review and authorize relevant expenditures
7. Prepare a recommendation for annual Ministry Plan (budget)

Worship (2010)

1. Promote the development of the congregation worship life.
2. With the Sacristan, have charge of the appearance of the sanctuary; chapel and other parts of the facility not exclusively used by another commission.
3. Have responsibility for educating the congregation about the seasons and colors of the Christian year, the liturgy, the hymns of the church, the use of the arts for expression of faith and life, church bulletins, etc.
4. Aid and consult with the music staff in regard to uses of music in worship and life of the congregation and aid with the recruitment of needed choir members.

5. Have the responsibility for printed music, organ, pianos, hymnals, as well as other equipment and materials used by the commission in its work.
6. (Sacristan) Appoint and supervise ushering, acolytes, communion assistants, lectors, and altar committees.
7. (Sacristan) Oversee the functions of the Altar Guild
8. Intercessory Prayer
9. Submit monthly reports to council and an annual report to the congregation
10. Review and authorize relevant expenditures
11. Prepare a recommendation for annual Ministry Plan (budget).

Finance (2014)

1. Manage the financial processes
2. Manage, reconcile, and review all accounts and financial reports
3. Manage the money counting and reporting process
4. Oversee the data entry, invoice payment, reports, payroll, and statements completed by Church Administrator and/or Bookkeeper
5. Work with Congregation Council Treasurer
6. Oversee the money handling and bank deposits prepared by appointed members
5. Submit monthly reports to the council and an annual report to the congregation
6. Review and authorize relevant expenditures
7. Prepare a recommendation for annual Ministry Plan (budget).

Property (2014)

1. Responsible for the care and upkeep of all properties.
2. With the Sexton, responsible for the cleanliness, orderliness, and maintenance of the facility.
3. Recruit volunteers for special jobs.
4. Perform light maintenance and repairs not requiring licensure on the Church's physical plant
5. Secure and manage contractors to perform maintenance and repairs which require licensed professionals
6. Be empowered to spend within budget allocations what the committee thinks necessary for repair and maintenance of properties. Seeing that minor repairs are made promptly.
7. Make periodic inspection of cleanliness, fire hazards, heating, plumbing, etc.
8. Recommend policy for special appeals.
9. Submit monthly reports to the council and an annual report to the congregation
10. Review and authorize relevant expenditures
11. Prepare a recommendation for annual Ministry Plan (budget).

Youth (2014)

1. Support the Youth Director
2. Participate in planning and supporting Youth Events
3. Participate in youth faith formation
4. Encourage youth participation in Congregational events
5. Oversee transportation and chaperones for youth events
6. Support Safe Church
7. Submit monthly reports to council and an annual report to the congregation
8. With the Youth Director, review and authorize relevant expenditures
9. With the Youth Director, prepare a recommendation for annual Ministry Plan (budget)

C13.06.04

Ad Hoc Committees

Ad Hoc committees may be appointed by the Congregation Council for a specific short term need, duties specified in Continuing Resolutions

E. COMMITTEE CHAIRS

Position: Committee Chairperson

Reports to: Congregation Council

Purpose: Responsible for Activities, Events and Ministry Plan accountability pertinent to that Commission/ Committee's Function.

Term limit: three years

Responsibilities:

- Attend all commission/ committee meetings.
- Call and preside over commission/committee meetings.
- Set the agenda for commission/ committee meetings.
- Record decisions and recommendations made by the commission/committee.
- Report the commission/ committee's activities and recommendations to the Executive Committee and the Congregation Council
- Prepare an Annual Report
- Invite the Congregation Council President and Pastor to attend commission/ committee meetings.
- Work with the Congregation Council President and Pastor to nominate and select commission/committee members.
- Delegate responsibilities to other commission/ committee members and encourage their full participation.
- Evaluate the work of the commission/committee with other commission/ committee officers, the Council President, and the Pastor

- Represent the church, as requested, in cooperative community groups and meetings that are related to the commission/committee's function.
- Perform other duties as assigned.

FUNDRAISING (2022)

C14.03 All fundraising or requests to the congregation for donations of goods must either be under the sponsorship of a STLC committee or approved by the full council. The name of the organization(s) benefitting from the donations (either money or goods) must be noted before approval or sponsorship can be given.