



God's work. Our hands.

**Constitution, Bylaws,
and Continuing Resolutions
of the
Florida-Bahamas Synod,
Evangelical Lutheran Church in
America**

September 2025

INTRODUCTION to the *Constitution for Synods*

The *Constitution for Synods*, like the other governing documents of this church, reflects the theology and polity of this church as it organizes itself to preach the gospel of Jesus Christ, share the sacraments, reach out to the neighbor with good news, and share the love of God in the world. Each expression of this church—churchwide, synod, and congregation—is held together in a relationship of interdependence that encourages each to respond to its context. These documents also demonstrate our commitment to seeing ourselves with others as part of the one, holy, catholic, and apostolic Church. As such, the *Constitution for Synods* is deeply rooted in Scripture, the Lutheran Confessions, and the history of this church and its predecessors.

The *Constitution for Synods* originally was adopted by the Constituting Convention of the Evangelical Lutheran Church in America and has been amended by subsequent churchwide assemblies. This edition includes amendments approved by the seventeenth Churchwide Assembly in 2025. It is consistent with the requirements of the governing documents of the ELCA’s churchwide organization, and it provides organizational flexibility to recognize local context.

CODIFICATION EXPLANATION

The *Constitution for Synods*, like the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America* and the *Model Constitution for Congregations*, is organized into chapters by general subject matter and codified as follows:

- a. Constitutional provisions in the *Constitution for Synods* are codified with two sets of numbers, preceded by an “S”: the chapter number followed by a period, and a two-digit sequence number also followed by a period.
 1. **Required constitutional provisions** adopted by the Churchwide Assembly are preceded by [†]. These provisions are required of all synods and must be used without alteration or amendment of the text in any manner. No additions or deletions are permissible. In accordance with provision †S18.11., amendments to required provisions in the *Constitution for Synods* passed by the Churchwide Assembly are automatically incorporated into the constitutions of individual synods upon formal certification by the secretary of this church. For example, †S7.21. is a required constitutional provision in Chapter 7, the chapter on the Synod Assembly.
 2. **Recommended constitutional provisions** adopted by the Churchwide Assembly are not preceded by a [†]. As stated in †S18.12.,

Whenever the secretary of the Evangelical Lutheran Church in America officially informs this synod that the Churchwide Assembly has amended any non-required provision of the *Constitution for Synods*, this constitution may be amended to reflect any such amendment by a majority vote at any subsequent meeting of the Synod Assembly without presentation at a prior Synod Assembly. An amendment that is identical to a provision of the *Constitution for Synods* shall be deemed to have been ratified upon its adoption by this synod. The Church Council, through the secretary of this church, shall be given prompt notification of its adoption.

3. Other constitutional provisions, including modified versions of the recommended provisions, may be proposed and adopted by individual synods. Such provisions may not conflict with the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America* and are adopted and become effective in accordance with †S18.13.

- b. The *Constitution for Synods* contains some **required bylaws and recommended bylaws**. They are codified with three sets of numbers, each followed by a period: the chapter number (preceded by an “S”), the related constitutional provision number, and a two-digit bylaw number. For example, †S7.21.02. is a *required* bylaw related to the Synod Assembly, and S7.11.01. is a *recommended* bylaw related to the Synod Assembly. Beyond the few required and recommended bylaws, synods may adopt additional bylaws related to each synod’s organization, operation, and life.

Bylaws are adopted and amended in accordance with Chapter 18 of the *Constitution for Synods*. Bylaws should be incorporated following the constitutional provisions to which they apply. They should not be organized in a separate section or document.

- c. The *Constitution for Synods* does not contain any suggested **continuing resolutions**. When or if synods adopt continuing resolutions, they also are codified with three sets of numbers, except that the third set is preceded by a capital letter indicating sequence and a two-digit number indicating the year of its adoption. For example, the first continuing resolution adopted in 2025 related to the membership of the Synod Assembly would be numbered “S7.21.A25.”

Continuing resolutions are adopted and amended in accordance with Chapter 18 of the *Constitution for Synods*. They are intended to provide more detailed descriptions of operational patterns and practices within the synod. They should be incorporated following the constitutional provisions and/or bylaws to which they apply. They should not be organized in a separate section or document.

Each synod has discretion and may develop its own constitutional provisions, bylaws, and continuing resolutions (including bylaws and continuing resolutions related to required constitutional provisions) as long as they do not conflict with required provisions or bylaws in the *Constitution for Synods* or with the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*. All amendments to synod constitutions shall be reported to the secretary of this church.

Note: In some chapters, you will see that certain numbers are missing from the numbering sequence. These omissions are intentional in order to provide options for future additions.

ADDITIONAL CONSIDERATIONS

- Alternatives are provided in some places within the *Constitution for Synods*. Alternatives are noted by brackets or blank lines. For example, constitutional provision †S8.51. allows synods to choose the length of terms for the vice president, secretary, and treasurer. The appropriate number of years should be filled in by each synod. In addition, †S8.51.c. provides that the treasurer may be elected by the Synod Assembly or appointed by the Synod Council. Each synod should select one of the options.
- “Church” with a capital letter is used in references to the one, holy, catholic, and apostolic Church. In references to the Evangelical Lutheran Church in America, the words “church” and “this church” (in lowercase letters) are employed.

The Office of the Secretary is available for consultation about potential amendments to the *Constitution for Synods* and the review process for congregation constitutions. The important task of amending a constitution is challenging. It is, however, an essential endeavor that merits thoughtful work. In addressing the synod’s constitutional responsibilities, may God grant you and your colleagues wisdom, discernment, and commitment to the unity of this church in faithful witness to our Lord and Savior, Jesus Christ.

Secretary Sue E. Rothmeyer
Evangelical Lutheran Church in America
August 2, 2025

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**Chapter 1.
NAME AND INCORPORATION**

- †S1.01. The name of this synod, as determined by the Churchwide Assembly, shall be Florida-Bahamas Synod of the Evangelical Lutheran Church in America.
- †S1.02. For the purposes of this constitution and the accompanying bylaws, the Florida-Bahamas Synod of the Evangelical Lutheran Church in America is hereafter designated as "this synod" or "the synod."
- †S1.11. This synod shall be incorporated. Amendments to the articles of incorporation of this synod shall be submitted to the Church Council for ratification before filing.
- S1.21. The seal of this synod is a cross surrounded by three flames that link together with three circles linking together beside the cross. The symbols are superimposed on a map of Florida and The Bahamas. The name of this synod forms the circular outer edge of the seal.



Chapter 2. STATUS

- †S2.01. This synod possesses the powers conferred upon it, and accepts the duties and responsibilities assigned to it, in the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*, which are recognized as having governing force in the life of this synod.
- †S2.02. The name Evangelical Lutheran Church in America (ELCA or “this church”) as used herein refers in general references to this whole church, including its three expressions: congregations, synods, and the churchwide organization. The name Evangelical Lutheran Church in America is also the name of the corporation of the churchwide organization to which specific references may be made herein.
- †S2.03. No provision of this constitution shall be inconsistent with the constitution and bylaws of this church.

Chapter 3. TERRITORY

- †S3.01. The territory of this synod, as determined by the Churchwide Assembly, shall be: the State of Florida and the Commonwealth of The Bahamas.
- †S3.02. “Determined by the Churchwide Assembly,” as stipulated by †S3.01., is understood to include the reported changes in synod relationship made by any congregation in a border area agreed under ELCA bylaws 10.01.01. and 10.01.03.

Chapter 4. CONFESSION OF FAITH

- †S4.01. This synod confesses the Triune God, Father, Son, and Holy Spirit.
- †S4.02. This synod confesses Jesus Christ as Lord and Savior and the Gospel as the power of God for the salvation of all who believe.
- a. Jesus Christ is the Word of God incarnate, through whom everything was made and through whose life, death, and resurrection God fashions a new creation.
 - b. The proclamation of God's message to us as both Law and Gospel is the Word of God, revealing judgment and mercy through word and deed, beginning with the Word in creation, continuing in the history of Israel, and centering in all its fullness in the person and work of Jesus Christ.
 - c. The canonical Scriptures of the Old and New Testaments are the written Word of God. Inspired by God's Spirit speaking through their authors, they record and announce God's revelation centering in Jesus Christ. Through them God's Spirit speaks to us to create and sustain Christian faith and fellowship for service in the world.
- †S4.03. This synod accepts the canonical Scriptures of the Old and New Testaments as the inspired Word of God and the authoritative source and norm of its proclamation, faith, and life.

- †S4.04. This synod accepts the Apostles', Nicene, and Athanasian Creeds as true declarations of the faith of this synod.
- †S4.05. This synod accepts the Unaltered Augsburg Confession as a true witness to the Gospel, acknowledging as one with it in faith and doctrine all churches that likewise accept the teachings of the Unaltered Augsburg Confession.
- †S4.06. This synod accepts the other confessional writings in the Book of Concord, namely, the Apology of the Augsburg Confession, the Smalcald Articles and the Treatise, the Small Catechism, the Large Catechism, and the Formula of Concord, as further valid interpretations of the faith of the Church.
- †S4.07. This synod confesses the Gospel, recorded in the Holy Scripture and confessed in the ecumenical creeds and Lutheran confessional writings, as the power of God to create and sustain the Church for God's mission in the world.

**Chapter 5.
NATURE OF THE CHURCH**

- †S5.01. All power in the Church belongs to our Lord Jesus Christ, its head. All actions of this synod are to be carried out under his rule and authority.
- †S5.02. This church confesses the one, holy, catholic, and apostolic Church and is resolved to serve Christian unity throughout the world.
- †S5.03. The Church exists both as an inclusive fellowship and as local congregations gathered for worship and Christian service. Congregations find their fulfillment in the universal community of the Church, and the universal Church exists in and through congregations. This church, therefore, derives its character and powers both from the sanction and representation of its congregations and from its inherent nature as an expression of the broader fellowship of the faithful. In length, it acknowledges itself to be in the historic continuity of the communion of saints; in breadth, it expresses the fellowship of believers and congregations in our day.
- †S5.04. This church, inspired and led by the Holy Spirit, participates in The Lutheran World Federation as a global communion of churches, engaging in faithful witness to the gospel of Jesus Christ and in service for the sake of God's mission in the world.

**Chapter 6.
STATEMENT OF PURPOSE**

- †S6.01. The Church is a people created by God in Christ, empowered by the Holy Spirit, called and sent to bear witness to God's creative, redeeming, and sanctifying activity in the world.
- †S6.02. To participate in God's mission, this synod as a part of the Church shall:
 - a. Proclaim God's saving Gospel of justification by grace for Christ's sake through faith alone, according to the apostolic witness in the Holy Scripture, preserving and transmitting the Gospel faithfully to future generations.
 - b. Carry out Christ's Great Commission by reaching out to all people to bring them to faith in Christ and by doing all ministry with a global awareness consistent with the understanding of God as Creator, Redeemer, and Sanctifier of all.

- c. **Serve in response to God's love to meet human needs, caring for the sick and the aged, advocating dignity, justice, and equity for all people, working for peace and reconciliation among the nations, caring for the marginalized, embracing and welcoming racially and ethnically diverse populations, and standing in solidarity with the poor and oppressed and committing itself to their needs.**
- d. **Worship God in proclamation of the Word and administration of the sacraments and through lives of prayer, praise, thanksgiving, witness, and service.**
- e. **Nurture its members in the Word of God so as to grow in faith and hope and love, to see daily life as the primary setting for the exercise of their Christian calling, and to use the gifts of the Spirit for their life together and for their calling in the world.**
- f. **Manifest the unity given to the people of God by living together in the love of Christ and by joining with other Christians in prayer and action to express and preserve the unity which the Spirit gives.**

†S6.03. This synod, in cooperation with the churchwide organization, shall bear primary responsibility for the oversight of the life and mission of this church in its territory. In fulfillment of this role and consistent with policies and procedures of this church, the synod shall:

- a. **Provide for pastoral care of congregations and rostered ministers in the synod;**
- b. **Plan for, facilitate, and nurture the mission of this church through congregations;**
- c. **Strengthen interdependent relationships among congregations, synods, and the churchwide organization, and foster relationships with agencies and institutions affiliated with or related to this church as well as ecumenical partners.**
- d. **Interpret the work of this church to congregations and to the public on the territory of the synod.**

†S6.03.01. The responsibilities of the synod include the following:

- a. providing for pastoral care of congregations, ministers of Word and Sacrament, and ministers of Word and Service in the synod, including:
 - 1) approving candidates for rostered ministry in cooperation with the appropriate seminaries of this church, which may be done through multi-synod committees;
 - 2) authorizing ordinations and ordaining rostered ministers on behalf of this church;
 - 3) consulting in the call process for rostered ministers.
- b. providing for leadership recruitment, preparation, and support in accordance with churchwide standards and policies, including:
 - 1) nurturing and supporting congregations and lay leaders;
 - 2) seeking and recruiting qualified candidates for the rostered ministries of this church;
 - 3) making provision for pastoral care, call review, and guidance;
 - 4) encouraging and supporting persons on the rosters of this church in stewardship of their abilities, care of self, and pursuit of continuing education to undergird their effectiveness of service; and
 - 5) supporting recruitment of leaders for this church's colleges, universities, seminaries, and social ministry organizations.
- c. providing for discipline of congregations, ministers of Word and Sacrament, and ministers of Word and Service; as well as for termination of call, appointment, adjudication, and appeals consistent with Chapter 20 of this church's constitution.
- d. providing for archives in conjunction with other synods.

†S6.03.02. In planning for, facilitating, and nurturing the mission of this church through congregations, the responsibilities of the synod include the following:

- a. developing of new ministries, redevelopment of existing ministries, and support and assistance in the conclusion, if necessary, of a particular ministry;
- b. leading and encouraging of congregations in their evangelism efforts;
- c. assisting members of its congregations in carrying out their ministries in the world;
- d. encouraging congregations to respond to human need, work for justice and peace, care for the sick and the suffering, and participate responsibly in society;
- e. providing resources for congregational life;
- f. grouping congregations in conferences, clusters, coalitions, or other area subdivisions for mission purposes.

†S6.03.03. In strengthening interdependent relationships among congregations, synods, and the churchwide organization, and in fostering relationships with agencies and institutions affiliated with or related to this church as well as with ecumenical partners, the responsibilities of the synod include the following:

- a. promoting interdependent relationships among congregations, synods, and the churchwide organization, and entering into relationships with other synods in the region;
- b. fostering organizations for youth, women, and men, and organizations for language or ethnic communities;
- c. developing relationships with social ministry organizations and ministries, participating in their mission planning, and providing supportive funding;
- d. supporting relationships with and providing supportive funding on behalf of colleges, universities, and campus ministries;
- e. maintaining relationships with and providing supportive funding on behalf of seminaries and continuing education centers;
- f. fostering supporting relationships with camps and other outdoor ministries;
- g. fostering supporting relationships with preschools, elementary schools, and secondary schools operated by congregations of the synod;
- h. fostering relationships with ecumenical and global companions;
- i. cooperating with other synods and the churchwide organization in creating, using, and supporting regions to carry out those functions of the synod which can best be done cooperatively with other synods and the churchwide organization.

†S6.03.04. In interpreting the work of this church on the territory of the synod, the responsibilities of the synod include the following:

- a. encouraging financial support for the work of this church by individuals and congregations;
- b. participating in churchwide programs;
- c. interpreting social statements in a manner consistent with the interpretation given by the churchwide unit or office which assisted in the development of the statement, and suggestion of social study issues;
- d. providing ecumenical guidance and encouragement.

†S6.04. **Except as otherwise provided in this constitution and bylaws, the Synod Council shall establish processes that will ensure that at least 60 percent of the members of the synod assemblies, councils, committees, boards, and other organizational units shall be laypersons; and that, as nearly as possible, at least 45 percent of the lay members of assemblies, councils, committees, boards, or other organizational units shall be women and, as nearly as possible, at least 45 percent shall be men; and that, where possible, the representation of rostered ministers shall include both men and women. This synod shall establish processes that will enable it to reach a minimum goal that 10 percent of its assemblies, councils, committees, boards, or other organizational units be persons of color and/or persons whose primary language is other than English.**

- †S6.04.01. It is the goal of this synod that at least 10 percent of the voting members of the Synod Assembly, Synod Council, committees, and organizational units of this synod be youth and young adults. The Synod Council shall establish a plan for implementing this goal. For purposes of the constitution, bylaws, and continuing resolutions of this synod, the term "youth" means a voting member of a congregation who has not reached the age of 18 at the time of election or appointment for service. The term "young adult" means a voting member of a congregation between the ages of 18 and 30 at the time of election or appointment for service.
- †S6.04.02. It is the goal of this synod that at least 10 percent of the voting members of the Synod Assembly, Synod Council, committees, and organizational units of this synod be members of historically underrepresented groups, in addition to the 10 percent representation of persons of color and/or persons whose primary language is other than English. In †S6.04. the Synod Council shall establish a plan for implementing this goal.
- S6.04.A24. *For the purposes of the representational principles set forth in †S6.04., the percentage of laypersons that is not allocated to women or men may be allocated to persons who identify as women, men, or another gender identity.*
- †S6.05. **Each assembly, council, committee, board, commission, task force, or other body of this synod or any synod units shall be conclusively presumed to have been properly constituted, and neither the method of selection nor the composition of any such assembly, council, committee, board, commission, task force, or other body may be challenged in a court of law by any person or be used as the basis of a challenge in a court of law to the validity or effect of any action taken or authorized by any such assembly, council, committee, board, commission, task force, or other body.**
- †S6.06. **References herein to the nature of the relationship between the three expressions of this church—congregations, synods, and the churchwide organization—as being interdependent or as being in a partnership relationship describe the mutual responsibility of these expressions in God's mission and the fulfillment of the purposes of this church as described in this chapter, and do not imply or describe the creation of partnerships, co-ventures, agencies, or other legal relationships recognized in civil law.**

**Chapter 7.
SYNOD ASSEMBLY**

- †S7.01. **This synod shall have a Synod Assembly, which shall be its highest legislative authority. The powers of the Synod Assembly are limited only by the provisions in the Articles of Incorporation, this constitution and bylaws, the assembly's own resolutions, and the constitutions and bylaws of the Evangelical Lutheran Church in America.**
- †S7.11. **A regular meeting of the Synod Assembly shall be held at least triennially.**
- S7.11.01. The time and place of the Florida-Bahamas Synod Assembly shall be determined by the Synod Council. The time and place for the next regular assembly normally shall be announced three months prior to the assembly.
- S7.12. **Special meetings of the Synod Assembly may be called by the bishop with the consent of the Synod Council, and shall be called by the bishop at the request of one-fifth of the voting members of the Synod Assembly.**

- a. **The notice of each special meeting shall define the purpose for which it is to be held. The scope of actions to be taken at such a special meeting shall be limited to the subject matter(s) described in the notice.**
- b. **If the special meeting of the Synod Assembly is required for the purpose of electing a successor bishop because of death, resignation, or inability to serve, the special meeting shall be called by the Synod Council after consultation with the presiding bishop of the Evangelical Lutheran Church in America.**

S7.13. **Notice of the time and place of all meetings of the Synod Assembly shall be given by the secretary of this synod.**

S7.13.01. Notice of the time and place of all meetings of the Synod Assembly shall be sent by United States Mail to each congregation of this synod; and to each rostered minister --active, on leave from call, granted disability status or retired -- on the rosters of this synod not less than 30 days prior to the meeting. To the extent permitted by state law, notice of all meetings may be provided electronically.

S7.13.02. The Synod Council shall be responsible for all arrangements related to the meeting of the Synod Assembly and shall appoint appropriate committees to fulfill this function.

S7.13.A03. *Non-legislative assemblies shall be held on even-numbered years, unless special circumstances require the Synod Council to alter the nature of the business for a particular assembly, and normally fall on a Friday through Sunday schedule. Those assemblies which are chiefly non-legislative in nature shall be governed by provisions for special meetings of the Synod Assembly. The Executive Committee of the Synod Council may serve as the Committee of Reference and Counsel for such assemblies.*

S7.13.A09. *As available at each Synod Assembly, display space shall be available, first, for all synod related programs, agencies, institutions, standing synod committees and ELCA affiliated ministry organizations. Determination of relationship and affiliation shall be made by the Assistant to the Bishop for Administration and the Secretary of the synod, in their sole discretion.*

As available, such other vendors, unless specifically prohibited with this resolution, may be allowed space as approved by the Assistant to the Bishop for Administration and the Secretary of the synod, in their sole discretion.

If display space is approved and allowed, the sales of related materials is also allowed.

Space for meetings or meal functions for synod related institutions, agencies, programs or standing committees will be authorized through the synod office.

Display space or material distribution will not be provided to political groups/ organizations.

No materials, printed or otherwise, are allowed in any Assembly areas (hotel lobby, Assembly Registration area and Assembly Floor) except the Display area. Promotional materials may be distributed at workshops and hospitality suites.

S7.13.A23. *The Synod Council shall approve Standing Rules of Procedure for the Synod Assembly prior to their adoption by the assembly. This power may be delegated to the Synod Executive Committee or another designated committee.*

S7.13.B23. *Resolutions, including memorials, to be considered at a Synod Assembly may be submitted to the Committee of Reference and Counsel by a congregation, conference, synod committee, or twenty-five voting members of the Synod Assembly. Resolutions submitted by a congregation, conference, or synod must be sent to the Committee of Reference and Counsel through the Synod Office in the manner established by the Synod Council and by the deadline set by the Synod Council. Resolutions from a congregation must be approved by a majority vote at a legally called congregational meeting or by a two-thirds vote of the Congregation Council. Resolutions from a conference must be approved by a majority vote at a conference meeting, Resolutions from a synod committee must be approved by a majority vote of the committee. Resolutions from a congregation, conference or synod committee must be accompanied by a copy of the minutes of the meeting at which the resolution was approved for submission to the assembly. Resolutions submitted by twenty-five voting members must be submitted in the manner established in the Assembly Standing rules and by the deadline set by the Assembly Standing Rules.*

S7.14. **One-half of the members of the Synod Assembly shall constitute a quorum.**

†S7.21. **The membership of the Synod Assembly, of which at least 60 percent of the voting membership shall be composed of laypersons, shall be constituted as follows:**

- a.** **All rostered ministers under call on the roster of this synod shall be voting members of the Synod Assembly.**
- b.** **Lay voting members shall be elected by each congregation or its council as follows: A minimum of one lay member elected from each congregation with fewer than 175 baptized members and a minimum of two lay members elected from each congregation with 175 or more baptized members, typically one of whom shall be a man and one of whom shall be a woman. The Synod Council shall establish a formula to provide additional lay representation from congregations on the basis of the number of baptized members in the congregation. The Synod Council shall seek to ensure that, as nearly as possible, at least 45 percent of the lay members of the assembly shall be women and, as nearly as possible, at least 45 percent shall be men.**
- c.** **Voting membership shall include the officers of this synod.**

S7.21.01. **Voting members shall begin serving with the opening of a regular Synod Assembly and shall continue serving until the opening of the next regular Synod Assembly.**

†S7.21.02. **If a special Synod Assembly is called and voting members at the previous assembly are unable to serve as voting members, where permitted by state law, the congregation or its council may elect new members who shall continue to serve until the next regular Synod Assembly.**

S7.21.03. **The recognized Campus Ministry sites within this synod, each may elect not more than two lay voting members to the Synod Assembly. The persons elected under this section shall not have attained the age of 30 years at the time of election to the Assembly.**

S7.21.A12. *Each congregation of this synod may additionally choose from among its voting members a young person aged 15 through 22 to serve as a member of the Synod Assembly.*

- S7.21.A15.** *Each congregation of this synod shall choose from among its voting members up to two laypersons to serve as members of the Synod Assembly. Congregations with 800 to 1,200 baptized members may choose one additional member of the Synod Assembly. For each additional 400 baptized members above 1,200, each congregation may choose one additional layperson to serve as a member of the Synod Assembly. The basis for determining baptized membership shall be the most recent parochial report submitted.*
- S7.22.** **This synod may establish processes that permit retired rostered ministers, or those granted disability status, or on leave from call, on the roster of the synod to serve as voting members of the Synod Assembly, provided that such processes not result in fewer than 60% of the voting members of the Synod Assembly being laypersons in contravention of †S7.21. If the synod does not establish processes to permit the rostered ministers specified above to serve as voting members, they shall have voice but not vote in the meetings of the Synod Assembly.**
- S7.22.01.** All ministers of Word and Sacrament, and ministers of Word and Service on the roster of this synod who are on leave from call, disabled or retired and who submit the required report of his or her ministry, as defined by the Synod Council, satisfactory to the bishop and Executive Committee of the Florida-Bahamas Synod, at least 90 days prior to each regular meeting of the Synod Assembly and are in attendance at the Synod Assembly, shall be voting members of the Synod Assembly.
- S7.22.A05.** *Seminary students serving internships at congregations within this synod are invited to participate in the Synod Assembly by being seated on the assembly floor with a supervising minister of Word and Sacrament and/or voting members of the congregation. Seminary students who are so seated shall not vote and shall have no voice unless invited by the Chair or assembly. An identifying badge of a different color from voting members and visitors will be worn by interns who are seated on the assembly floor.*
- †S7.23.** **The presiding bishop of the Evangelical Lutheran Church in America and such other official representatives of the churchwide organization as may be designated by the presiding bishop, shall have voice but not vote in the meetings of the Synod Assembly. Like privileges shall be accorded to those additional persons whom the Synod Assembly or the Synod Council shall from time to time designate.**
- S7.24.** **Ministers under call on the rosters of this synod shall remain as members of the Synod Assembly so long as they remain under call and so long as their names appear on the rosters of this synod. Lay members of the Synod Assembly representing congregations shall continue as such until the opening of the next regular Synod Assembly, or unless replaced by the election of new members for a special Synod Assembly or until they have been disqualified by termination of congregation membership.**

- †S7.25. **Except as otherwise provided in this constitution or in the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*, each voting member of the Synod Assembly shall be a voting member of a congregation or a confirmed member of a synod-authorized worshiping community of this synod.**
- S7.26. **This synod may establish processes through the Synod Council that permit lay representatives of authorized worshiping communities of the synod, which have been authorized to under ELCA bylaw 10.01.04., to serve as voting members of the Synod Assembly, consistent with †S7.21.**
- S7.26.01. All authorized worshiping communities of this synod shall be entitled to lay voting members at all Synod Assemblies in accordance with †S7.21.
- S7.27. **This synod may establish processes through the Synod Council to grant a minister of Word and Sacrament from a church body with which a relationship of full communion has been declared and established by the Churchwide Assembly of the Evangelical Lutheran Church in America the privilege of both voice and vote in the Synod Assembly during the period of that minister's service in a congregation of this church.**
- S7.27.A23. *All ministers of Word and Sacrament and ministers of Word and Service, or their equivalents, from a church body with which a relationship of full communion has been declared and established by the Churchwide Assembly who are serving as a called or interim pastor of a Florida-Bahamas Synod congregation or synod authorized worshipping community at least 90 days prior to each regular meeting of the Synod Assembly and are in attendance at the Synod Assembly, shall be voting members of the Synod Assembly.*
- S7.27.02. Duly elected Conference Chairs, who are not otherwise voting members of the Synod Assembly under †S7.21., shall be granted the privilege of both voice and vote as members of Synod Assembly.
- S7.28. **Duly elected voting members of the Synod Council who are not otherwise voting members of the Synod Assembly under †S7.21. shall be granted the privilege of both voice and vote as members of the Synod Assembly.**
- †S7.31. **Proxy and absentee voting shall not be permitted in the transaction of any business of the Synod Assembly.**
- S7.32. ***Robert's Rules of Order*, latest edition, shall govern parliamentary procedure of the Synod Assembly, unless otherwise ordered by the assembly.**
- S7.33. **"*Ex officio*," as used herein, means membership with full rights of voice and vote unless otherwise expressly limited.**

Chapter 8. OFFICERS

- †S8.01. **The officers of this synod shall be a bishop, a vice president, a secretary, and a treasurer.**
- S8.01.01. Each officer shall be at least 18 years of age

S8.10. Bishop

†S8.11. The bishop shall be elected by the Synod Assembly. The bishop shall be a minister of Word and Sacrament of the Evangelical Lutheran Church in America.

S8.11.01. When authorized by the Synod Council in order to address special circumstances, the synod bishop may be compensated as an employee or contractor for specified services to another expression of this church. Such an arrangement may be terminated by the Synod Assembly or Synod Council if determined to be detrimental to the function of the office or if the special circumstances no longer apply.

†S8.12. As this synod's pastor, the bishop shall:

- a. Preach, teach, and administer the sacraments in accord with the Confession of Faith of this church.**
- b. Have primary responsibility for the ministry of Word and Sacrament in this synod and its congregations, providing pastoral care and leadership for this synod, its congregations, its ministers of Word and Sacrament, and its ministers of Word and Service.**
- c. Exercise solely this church's power to ordain (or provide for the ordination by another synod bishop of) approved candidates who have received and accepted a properly issued, duly attested letter of call for the office of ministry of Word and Sacrament (and as provided in the bylaws of the Evangelical Lutheran Church in America).**
- d. Ordain (or provide for the ordination of) approved candidates who have received and accepted a properly issued, duly attested letter of call for service as ministers of Word and Service of this church.**
- e. Attest letters of call for persons called to serve congregations in the synod, letters of call for persons called by the Synod Council, and letters of call for persons on the rosters of this synod called by the Church Council.**
- f. Install (or provide for the installation of) rostered ministers whose calls the bishop has attested.**
- g. Exercise leadership in the mission of this church and in so doing:**
 - 1) interpret and advocate the mission and theology of the whole church;**
 - 2) lead in fostering support for and commitment to the mission of this church within this synod;**
 - 3) coordinate the use of the resources available to this synod as it seeks to promote the health of this church's life and witness in the areas served by this synod;**
 - 4) submit a report to each regular meeting of the Synod Assembly concerning the synod's life and work; and**
 - 5) advise and counsel this synod's related institutions and organizations.**
- h. Practice leadership in strengthening the unity of the Church and in so doing:**
 - 1) exercise oversight of the preaching, teaching, and administration of the sacraments within this synod in accord with the Confession of Faith of this church;**
 - 2) be responsible for administering the constitutionally established processes for the resolution of controversies and for the discipline of rostered ministers and congregations of this synod;**
 - 3) be the chief ecumenical officer of this synod;**
 - 4) be a member of the Conference of Bishops and consult regularly with other synod bishops;**

- 5) foster awareness of other churches throughout the Lutheran world communion and, where appropriate, engage in contact with leaders of those churches;
 - 6) cultivate communion in faith and mission with appropriate Christian judicatory leaders functioning within the territory of this synod; and
 - 7) be *ex officio* a member of the Churchwide Assembly.
- i. **Oversee and administer the work of this synod and in so doing:**
- 1) serve as the president of the synod corporation and be the chief executive and administrative officer of this synod, who is authorized and empowered, in the name of this synod, to sign deeds or other instruments and to affix the seal of this synod;
 - 2) preside at all meetings of the Synod Assembly and provide for the preparation of the agenda for the Synod Assembly, Synod Council, and the council's Executive Committee;
 - 3) ensure that the constitution and bylaws of the synod and of the churchwide organization are duly observed within this synod, and that the actions of the synod in conformity therewith are carried into effect;
 - 4) direct and guide the work of the other officers;
 - 5) exercise supervision over the work of all synod staff members;
 - 6) appoint all committees for which provision is not otherwise made;
 - 7) be a member of all committees and any other organizational units of the synod, except as otherwise provided in this constitution;
 - 8) provide for preparation and maintenance of synod rosters containing the names and addresses of all rostered ministers of this synod and a record of the calls under which they are serving or the date on which their retired or disability status took effect;
 - 9) annually bring to the attention of the Synod Council the names of all rostered ministers on leave from call or engaged in approved graduate study in conformity with the constitution, bylaws, and continuing resolutions of this church and pursuant to prior action of this synod through the Synod Council;
 - 10) provide for prompt reporting to the secretary of this church of:
 - a) additions to and subtractions from the rosters of this synod;
 - b) the issuance of certificates of transfer for rostered ministers in good standing who have received and accepted a properly issued, duly attested, regular letter of call under the jurisdiction of another synod; and
 - c) the entrance of the names of such persons for whom proper certificates of transfer have been received;
 - 11) provide for preparation and maintenance of a roster of the congregations of this synod and the names of the lay persons who have been elected to represent them; and
 - 12) appoint a statistician of the synod, who shall secure the reports of the congregations and make the reports available to the secretary of this church for collation, analysis, and distribution of the statistical summaries to this synod and the other synods of this church.

S8.12.01. The bishop shall convene a meeting of the deans of the synod at least annually.

S8.12.01.A10. *Each conference will elect an adult, lay or rostered, who shall serve as the Conference Youth Ministry Coordinator. In electing its Conference Youth Ministry Coordinator, each conference will provide for the CYMC to attend Synod Assembly and keep in mind the minimum expectations this synod has for the CYMC which include, but are not limited to the following:*

a) One adult, lay or rostered, per conference serves as the Conference Youth Ministry Coordinator and communicates with the other 14 conference coordinators and the Director for Youth and Young Adult Ministry via regular conference calls, and one annual face-to-face meeting, likely at assembly.

b) The position is a two-year term, renewable for one additional two-year term.

c) The CYMC connects with the adult youth ministry leader(s) in each congregation of their conference, gathers these leaders together for planning and support as needed and sustains communication with each adult youth leader.

d) The CYMC identifies, connects, and mentors the main youth leader or influencer in every congregation who can encourage youth participation at events, etc.

e) The CYMC communicates with rostered conference colleagues for coordination of planning and events.

f) The CYMC encourages and participates in leadership planning for conference youth events. Each conference is to have one yearly spiritually encouraging event for junior high (6th-8th grade) and one for senior high (9th-12th grade). For example, events may be lock-ins, worship, mission or service opportunities, or fellowship.

g) Address the continuing education needs for adult youth ministry leaders, both staff and volunteers. These could be congregation, conference, synod, or ELCA training events.

h) The outgoing CYMC, in partnership with the Office of the Bishop's Director for Youth and Young Adult Ministry, identifies who could fulfill the role next in the conference and provides necessary overview and training.

S8.12.02. Either the bishop or the dean of a conference shall visit each congregation of this synod at least once every two years.

†S8.13. **The synod bishop may appoint an attorney, admitted to the bar within the territory of the synod or the state where the synod is located, to be Synod Attorney. The appointment must be approved by the Synod Council and reported to the Synod Assembly and to the secretary of this church. The appointment continues until resignation or until a successor is appointed. The Synod Attorney provides legal advice and counsel to the synod officers and the Synod Council. The Synod Attorney is expected to be familiar with the governing documents and policies of the synod and, as necessary, to attend meetings of the Synod Council. The Synod Attorney serves without salary but may be retained and compensated for specific legal services requested by the synod.**

S8.14. **The bishop may have such assistants as this synod shall from time to time authorize.**

†S8.15. **The presiding bishop of this church, or the appointee of the presiding bishop, shall install into office, in accord with the policy and approved rite of this church, each newly elected synod bishop.**

†S8.16. Conflicts of Interest

†S8.16.01. The following procedures shall govern matters of potential conflicts of interest for synod bishops:

- a. Whenever a synod bishop determines that a matter of the kind described in †S8.16.01.b. may require the bishop's determination or action with respect to a related individual as defined in †S8.16.01.c., the synod bishop shall withdraw from personal involvement in such matter and shall so notify the presiding bishop. The presiding bishop shall then appoint another synod bishop from the same region to handle the matter to conclusion. In dealing with such matter, the appointed bishop shall exercise all of the functions and authority to the same extent as if the appointed bishop were the elected bishop of the withdrawing bishop's synod.
- b. Matters include any proceedings under Chapter 20, proceedings under provisions 7.46. and 7.75. of the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America* (†S14.18. and †S14.43.), candidacy, reinstatement, and similar matters where determinations or actions by the synod bishop could change, limit, restrict, approve, authorize, or deny the related individual's ministry on one of the official rosters of this church.
- c. A related individual is one who, with respect to the synod bishop, is a spouse, parent, son, daughter, sibling, uncle, aunt, niece, nephew, grandparent, grandchild, including corresponding members of blended families and in-laws (parent, son, daughter, or sibling of a spouse, spouse of a sibling, or the parent or sibling of the spouse of a sibling).

S8.20. Vice President

†S8.21. The vice president shall be elected by the Synod Assembly. The vice president shall be a layperson. The vice president shall be a voting member of a congregation or a confirmed member of a synod-authorized worshipping community of this synod. The vice president shall not receive a salary for the performance of duties of the office.

S8.22. The vice president shall chair the Synod Council and the Synod Executive Committee.

S8.22.01. The vice president shall perform such other duties as are assigned by the Synod Council or the bishop, in the capacity of president of the synod.

S8.30. Secretary

†S8.31. The secretary shall be elected by the Synod Assembly. The secretary shall be a voting member of a congregation or a confirmed member of a synod-authorized worshipping community of this synod. The secretary may be either a layperson or a rostered minister.

†S8.32. The secretary shall:

- a. **Keep the minutes of all meetings of the Synod Assembly and Synod Council, be responsible for distribution of such minutes, and perform such other duties as this synod may from time to time direct.**
- b. **Be authorized and empowered, in the name of this synod, to attest all instruments which require the same, and which are signed and sealed by the bishop.**
- c. **In consultation with the bishop, classify and arrange all important papers and documents and deposit them in the archives of this synod.**
- d. **Submit to the secretary of this church at least nine months before each regular Churchwide Assembly a certified list of the voting members elected by the Synod Assembly.**

- S8.32.01.** The secretary shall perform such other duties as are assigned by the Synod Council or the bishop, in the capacity of president of the synod.
- S8.32.02.** The secretary is authorized to correct article and section designations, punctuation, cross references, and capitalizations in the constitution and bylaws of the Florida-Bahamas Synod.
- S8.32.01.A24.** The secretary is authorized to correct article and section designations, punctuation, cross references, and capitalizations in the continuing resolutions of the Florida-Bahamas Synod.
- S8.40. Treasurer**
- †S8.41.** **The treasurer may be elected by the Synod Assembly or may be appointed by the Synod Council. The treasurer shall be a voting member of a congregation or a confirmed member of a synod-authorized worshiping community of this synod. The treasurer may be either a layperson or a rostered minister.**
- S8.42. The treasurer shall provide and be accountable for:**
- a. Management of the monies and accounts of this synod, its deeds, mortgages, contracts, evidences of claims and revenues, and trust funds, holding the same at all times subject to the order of this synod.**
 - b. Investment of funds upon the authorization of the Synod Council.**
 - c. Receipt and acknowledgment of offerings, contributions and bequests made to this synod; collecting interest and income from its invested funds; and paying regular appropriations and orders on the several accounts as approved and directed by the Synod Council. The treasurer shall transmit each month to the treasurer of the Evangelical Lutheran Church in America the funds received by this synod for the general work of this church as well as any funds to support the restricted programs of this church.**
 - d. Maintenance of a regular account with each congregation of this synod and informing the congregation, at least quarterly, of the status of this account.**
 - e. Rendering at each regular meeting of the Synod Assembly a full, detailed and duly audited report of receipts and disbursements in the several accounts of this synod for the preceding fisyear, together with the tabulation, for record and publication in the minutes, of the contributions from the congregations.**
- S8.42.01.** The treasurer shall perform such other duties as are assigned by the Synod Council or the bishop, in the capacity of president of the synod.
- S8.50. General Provisions**
- †S8.51.** **The terms of office of the officers of this synod shall be as follows:**
- a. The bishop of this synod shall be elected or appointed to a term of six years and may be re-elected or reappointed.**
 - b. The vice president and secretary of this synod shall be elected to a term of four years and may be re-elected. The officer shall serve until a successor takes office.**
 - c. The treasurer of this synod shall be elected to a term of four years and may be re-elected. The treasurer shall serve until a successor takes office.**
- †S8.52.** **The terms of the officers shall begin on the first day of the third month following election or, in special circumstances, at a time designated by the Synod Council.**

- †S8.53. Each officer shall be a voting member in a congregation or a confirmed member of a synod-authorized worshiping community of this synod, except that the bishop need not be a member of a congregation of this synod, except that the bishop need not be a member of a congregation of this synod at the time of election.
- †S8.54. Should the bishop die, resign, or be unable to serve, the vice president, after consultation with the presiding bishop of the Evangelical Lutheran Church in America, shall convene the Synod Council to arrange for the appropriate care of the responsibilities of the bishop until an election of a new bishop can be held or, in the case of temporary disability, until the bishop is able to serve again. Such arrangements may include the appointment by the Synod Council of an interim bishop, who during the vacancy or period of disability shall possess all of the powers and authority of a regularly elected bishop. The term of the successor bishop, elected by the next Synod Assembly or a special meeting of the Synod Assembly called for the purpose of election, shall be six years with the subsequent election to take place at the Synod Assembly closest to the expiration of such a term and with the starting date of a successor term to be governed by constitutional provision S8.52.
- S8.55. Should the vice president, secretary or treasurer die, resign or be unable to serve, the bishop, with the approval of the Executive Committee of the Synod Council, shall arrange for the appropriate care of the responsibilities of the officer until an election of a new officer can be held or, in the case of temporary disability, until the officer is able to serve again. The term of the successor officer, elected by the next Synod Assembly, shall be four years.
- †S8.56. The Executive Committee of the Synod Council shall determine whether an officer is unable to serve; the officer may appeal the decision of the Executive Committee by requesting a hearing before the Synod Council. A meeting to determine the ability of an officer to serve shall be called upon the request of at least three members of the Executive Committee and prior written notice of the meeting shall be given to the officer in question at least 10 calendar days prior to the meeting.
- †S8.57. The recall or dismissal of an officer and the vacating of office may be effected for willful disregard or violation of the constitutions, bylaws, and continuing resolutions of this church; for such physical or mental disability as renders the officer incapable of performing the duties of office; or for such conduct as would subject the officer to disciplinary action as a rostered minister or as a member of a congregation of this church.
- a. Proceedings for the recall or dismissal of a synod bishop shall be instituted by written petition by:
 - 1) the Synod Council on an affirmative vote of at least two-thirds of its elected members present and voting;
 - 2) the Synod Assembly on an affirmative vote of at least two-thirds of its members present and voting;
 - 3) at least 10 synod bishops; or
 - 4) the presiding bishop of this church.
 - b. Proceedings for the recall or dismissal of an officer of a synod, other than the synod bishop, shall be instituted by written petition by:
 - 1) the Synod Council on an affirmative vote of at least two-thirds of its elected members present and voting;
 - 2) the Synod Assembly on an affirmative vote of at least two-thirds of its members present and voting; or
 - 3) the synod bishop.

- c. The petition shall be filed with the chair of the Committee on Appeals (in care of the secretary of the Evangelical Lutheran Church in America, 8765 West Higgins Road, Chicago, Illinois 60631) and shall set forth the specific charge or charges.
- d. Upon the filing of a written petition, the Executive Committee of the Synod Council may temporarily suspend the officer from service in the synod without prejudice, but with continuation of compensation, including benefits, if the officer is a salaried employee of the synod.
- e. In the case of alleged physical or mental incapacity of an officer of the synod, the procedures outlined in †S8.56. shall be followed, and such officer shall comply with the decision of the Synod Council. If such officer fails or refuses to comply, the Synod Council may proceed to petition for recall or dismissal as follows:
 - 1) the Synod Council will submit a written report of their findings and the basis of their decision to the Committee on Appeals.
 - 2) the Committee on Appeals, exclusive of any members who are disqualified, shall review the findings and decision of the Synod Council and by an affirmative vote of at least two-thirds of those present and voting may adopt the findings and grant the petition.
- f. If the synod officer is a minister of Word and Sacrament, grounds for recall or dismissal include those set forth in ELCA bylaw 20.22.01. and as defined under the process described in ELCA constitutional provisions 20.21. and 20.22. as grounds for discipline. If the officer is a minister of Word and Service, grounds for recall or dismissal include those set forth in ELCA bylaw 20.23.01. and as defined under the process described in ELCA constitutional provisions 20.21. and 20.22. as grounds for discipline.
- g. If the officer is a layperson, grounds for recall or dismissal include those set forth in ELCA bylaw 20.41.01. as grounds for discipline.
- h. If the case of alleged willful disregard or violation of the constitutions, bylaws, and continuing resolutions or of alleged conduct as would subject the officer to disciplinary action, the following procedures shall apply:
 - 1) the petition shall be referred to the Committee on Appeals, which shall function as the discipline hearing committee that shall conduct a hearing in accordance with the rules provided for in ELCA bylaw 20.22.14. except to the extent that those rules are in conflict with the provisions of this bylaw; and
 - 2) the members of the Committee on Appeals, other than those who are disqualified, may grant the petition by an affirmative vote of at least two-thirds of those present and voting.
- i. Written notice of a decision by the Committee on Appeals that the charges have been sustained shall be given to the affected officer and to the Synod Council, and the office shall be vacated.

†S8.58. If the bishop is to be temporarily absent from the synod for an extended period not to exceed 90 days, the bishop, after consultation with the presiding bishop and with the consent of the Synod Council, may appoint as acting bishop for such period a minister of Word and Sacrament of this church. Except as limited by action of the Synod Council, an acting bishop shall possess all of the powers and authority of a regularly elected bishop other than authority to ordain or to authorize the ordination of properly approved candidates for ordination.

Chapter 9.
NOMINATIONS AND ELECTIONS

†S9.01. **The Synod Assembly shall elect such officers of this synod and such other persons as the constitution and bylaws may require, according to procedures set forth in the bylaws. The Synod Assembly shall elect members of the Churchwide Assembly in accordance with bylaw 12.41.11. of the constitution and bylaws of the Evangelical Lutheran Church in America.**

S9.01.A96. *Nominating and election procedures announced or called for by the chair at a meeting of the Synod Assembly may not be changed for that Assembly. Changes approved at the Assembly will be implemented at future Assemblies.*

S9.02. **In all elections by the Synod Assembly, other than for the bishop, a majority of the legal votes cast shall be necessary for election.**

S9.03. **There shall be a Nominating Committee consisting of 5-7 members who shall be appointed by the Synod Council to serve for each regular meeting of the Synod Assembly. Additional nominations may be made from the floor for all elections for which nominations are made by the Nominating Committee.**

S9.03.01. The Nominating Committee nominates qualified candidates for volunteer synod positions, committees, and other ministry units as directed by the Synod Council and the governing documents of the synod.

S9.03.02. The members of the Nominating Committee shall:

- a. Not include more than one person from any one conference and not more than one member of the Synod Council, when possible;
- b. Provide sufficient nominees for each position as directed by the Synod Council and the governing documents; and
- c. Nominate one of its members to serve as Elections Committee Chair for each Synod Assembly. The Elections Committee shall be appointed by the Synod Council to serve for each regular meeting of the Synod Assembly.

S9.03.03. Each potential nominee shall provide biographical data in written form as prescribed by the Synod Council.

S9.04. **The bishop shall be elected by the Synod Assembly by ecclesiastical ballot. Three-fourths of the legal votes cast shall be necessary for election on the first ballot. If no one is elected, the first ballot shall be considered the nominating ballot. Three-fourths of the legal votes cast on the second ballot shall be necessary for election. The third ballot shall be limited to the seven persons (plus ties) who received the greatest number of votes on the second ballot, and two-thirds of the legal votes cast shall be necessary for election. The fourth ballot shall be limited to the five persons (plus ties) who received the greatest number of votes on the third ballot, and two-thirds of the legal votes cast shall be necessary for election. The fifth ballot shall be limited to the three persons (plus ties) who receive the greatest number of votes on the fourth ballot, and 60 percent of the legal votes cast shall be necessary for election. On subsequent ballots a majority of the legal votes cast shall be necessary for election. These ballots shall be limited to the two persons (plus ties) who receive the greatest number of votes on the previous ballot**

- S9.05.** The Nominating Committee shall nominate at least one person for vice president; additional nominations may be made from the floor.
- S9.06.** The Synod Council shall nominate one person for secretary; additional nominations may be made from the floor.
- S9.07.** If the treasurer is elected, the Synod Council shall nominate at least one person for treasurer; additional nominations may be made from the floor.
- S9.08.** In all elections, except for the bishop, the names of the persons receiving the highest numbers of legal votes, but not elected by a majority of the legal votes cast on a preceding ballot, shall be entered on the next ballot to the number two for each vacancy unfilled. On any ballot when only two names appear, a majority of the legal votes cast shall be necessary for election.
- S9.09.** The results of each ballot in every election shall be announced in detail to the Synod Assembly.
- †S9.10.** When notified by the secretary of this church, on behalf of the Nominating Committee of the Churchwide Assembly, the Synod Assembly shall nominate two persons in the specified categories for possible election by the Churchwide Assembly to the Church Council.
- S9.11.** The Synod Council shall elect or appoint representatives to the steering committee of its region.
- †S9.12.** Background checks and screening shall be required and completed for persons nominated as synod officers prior to their election, if possible, or as soon as practical after their election. The specific procedures and timing of background checks and screening shall be determined by the Synod Council.

Chapter 10.
SYNOD COUNCIL

- †S10.01.** The Synod Council, consisting of the four officers of the synod and 10 to 24 other members, at least one young adult and with a goal of at least one youth, shall be elected by the Synod Assembly.
- a.** Each person elected to the Synod Council shall be a voting member of a congregation or a confirmed member of a synod-authorized worshipping community of this synod, with the exception of ministers on a roster of this synod who reside outside the territory of this synod. The process for election and the term of office when not otherwise provided shall be specified in the bylaws. A member of the Church Council of the Evangelical Lutheran Church in America, unless otherwise elected as a voting member of the Synod Council, may serve as an advisory member of the Synod Council with voice but not vote.
 - b.** The term of office of members of the Synod Council, with the exception of the officers and the youth member, shall be three years.
- †S10.02.** The Synod Council shall be the board of directors of this synod and shall serve as its interim legislative authority between meetings of the Synod Assembly. It may make decisions that are not in conflict with actions taken by the Synod Assembly or that are not precluded by provisions of this constitution or the constitution and bylaws of the Evangelical Lutheran Church in America.
- S10.03.** The functions of the Synod Council shall be to:
- a.** Exercise trusteeship responsibilities on behalf of this synod.

- b. Recommend program goals and budgets to the regular meetings of the Synod Assembly.**
- c. Carry out the resolutions of the Synod Assembly.**
- d. Provide for an annual review of the roster of Ministers of Word and Sacrament and the roster of Ministers of Word and Service, receive and act upon appropriate recommendations regarding those persons whose status is subject to reconsideration and action under the constitution and bylaws of the ELCA and make a report to the Synod Assembly of the Synod Council's actions in this regard.**
- e. Issue letters of call to rostered ministers as authorized by Chapter 7 of the constitution and bylaws of the Evangelical Lutheran Church in America.**
- f. Fill vacancies until the next regular meeting of the Synod Assembly, except as otherwise provided in the constitution or bylaws of this synod, and determine the fact of the incapacity of an officer of this synod.**
- g. Report its actions to the regular meetings of the Synod Assembly.**
- h. Perform such other functions as are set forth in the bylaws of this synod, or as may be delegated to it by the Synod Assembly.**

S10.03A05. *The Synod Disaster Response Fund may be used by the bishop of this synod when a disaster has occurred within the synod, whether natural or man-made, to provide relief to congregations, rostered leaders and/or the synod organization affected by the disaster as deemed appropriate by the Synod Bishop in counsel with the executive committee of this synod.*

Appropriate uses would include property repairs, loss of income replacement or ministry support which may or may not include replacing or supplementing general overhead expenses for any of the listed entities or individuals.

S10.04. Any proposal to appropriate funds, whether by amendment to the budget or otherwise, that is presented to a meeting of the Synod Assembly without the approval of the Synod Council, shall require a two-thirds vote for adoption.

S10.05. No elected member of the Synod Council shall receive compensation for such service.

S10.06. If a member of the Synod Council ceases to meet the requirements of the position to which she or he was elected, the office filled by such member shall at once become vacant.

S10.07. The composition of the Synod Council, the number of its members and the manner of their selection, as well as the organization of the Synod Council, its additional duties and responsibilities, and the number of meetings to be held each year shall be as set forth in the bylaws.

S10.07.02. The Synod Council shall be composed of the officers of the synod and additional members determined as follows:

- a. To ensure geographic representation, four members serving staggered terms shall be from the membership of a congregation within each mission district. The members shall be elected by the Synod Assembly for a term of three years or until their successors are elected and take office and will be eligible for election for one additional term.
- b. To ensure inclusive representation of lay and rostered ministers, male and female, Native Americans and persons of color and/or persons whose primary language is other than English, there shall be a number of members-at-large as determined by the Synod Council. The persons so elected by the Synod Assembly shall be elected for a term of three years or until their successors are elected and take office and shall be eligible for reelection.
- c. A youth shall be elected to serve a term of one year or until successor is elected and takes office. The youth member shall be eligible for reelection as a youth member for one additional term. The youth member shall be between the ages of fifteen and seventeen at the time of election.
- d. A young adult shall be elected to serve a term of three years or until a successor is elected. The young adult member shall be between the ages of 18 and 30 at the time of election. The young adult member shall be eligible for reelection as a young adult member for one additional term provided that the young adult member is under the age of 31 at the time of reelection.
- e. All terms for a Synod Council member shall begin at the close of the Synod Assembly at which the member is elected and expire at the close of the Synod Assembly in the year required by the term.
- f. Persons who are members of the Church Council or who represent this synod in churchwide organizations may be invited to participate in the meetings of Synod Council in an advisory role with voice but not vote.
- g. Persons who represent synod organizations for women, men or youth may be invited to participate in the meetings of the Synod Council in an advisory role with voice but not vote.

S10.07.03. The Synod Council shall meet at least four times each year. The year shall be determined to be the period of time from the end of one annual Synod Assembly to the end of the next.

- a. The time and place for each regular meeting of the Synod Council shall be determined by the Synod Council and may be modified by action of the Synod Executive Committee if it determines that circumstances require such modification.
- b. Notice of the time and place of each regular meeting shall be sent to all members of the Synod Council by the secretary of the synod no less than 30 days in advance of the meeting.
- c. A special meeting of the Synod Council may be called by the bishop or the vice president and shall be called at the request of at least one-third of its members. Notice of each special meeting shall be given to all who are entitled to be present with as much notice as reasonable given the urgency of the question at hand, but at least 1 calendar day prior to the date of the meeting and shall include the date, time, and place of the meeting.
- d. A quorum shall consist of a majority of the members of Synod Council.
- e. Proxy or absentee voting shall not be permitted.

S10.07.04. Any member of the Synod Council who is elected to complete the unexpired term of another member and who serves less than one-half of the normal term shall be eligible for reelection to two additional normal terms.

S10.07.04.A02. *In the event that a position held by a Synod Council member becomes vacant, the vacancy for the remainder of the term shall be filled by an appointment made by the Executive Committee of the Synod Council, said appointment being effective upon its ratification by the Synod Council. And that Robert's Rules of Order [RONR (12th ed.) 46:44-45] notwithstanding, an incomplete election at a Synod Assembly shall result in a vacancy which shall be filled as stated above, with the Executive Committee of the Synod Council and the Synod Council being mindful of the status of the Synod Assembly election process when the election was ended.*

S10.09. ***Robert's Rules of Order, latest edition, shall govern parliamentary procedure of all meetings of the Synod Council.***

†S10.09.01. **To the extent permitted by state law, meetings of the Synod Council and its committees may be held through electronic means such as the Internet or by telephone, as long as there is an opportunity for simultaneous aural communication or its equivalent. To the extent permitted by state law, notice of all meetings may be provided electronically.**

Chapter 11.

COMMITTEES

(names of other organizational units)

- †S11.01. There shall be an Executive Committee, a Consultation Committee, a Committee on Discipline, a Mutual Ministry Committee, an Audit Committee, and such other committees as this synod may from time to time determine. The duties and functions of such committees, or any other organizational units created by this synod, and the composition and organizational structure of such units, shall be as set forth in this constitution or in the bylaws or continuing resolutions, and shall be subject to any applicable provisions or requirements of the constitution and bylaws of the Evangelical Lutheran Church in America.
- S11.01.01. There shall be a Synod Executive Committee composed of the bishop, vice president, secretary and treasurer of this synod and two additional members elected by the Synod Council. These two additional members shall be elected at the first meeting of the Synod Council after a Synod Assembly and shall serve from election until the end of the next Synod Assembly or until their successors are elected. In electing additional members of the Executive Committee, the Synod Council shall be mindful of the advantages of diversity membership. The vice president shall chair the Synod Executive Committee. The secretary shall serve as secretary for the Synod Executive Committee. The Synod Executive Committee shall:
- a. Assist the bishop in planning, coordinating and promoting the activities of the synod.
 - b. Report its actions to the Synod Council and the Synod Assembly.
 - c. Be available to give counsel when disputes arise within this synod.
 - d. Perform such other functions as may be delegated to it by the Synod Assembly or the Synod Council.
- S11.01.04. There shall be an organization of Women of the Evangelical Lutheran Church in America, and there may be an organization for men, an organization for youth and such other organizations as the synod may from time to time determine.
- S11.01.B02. Terms of committee/team/table chairs. *Except as otherwise stated in the constitution, bylaws, or continuing resolutions of the Florida-Bahamas Synod, the terms of chairs of committees, teams, tables, and task forces shall be three years, unless specifically set out herein, with the possibility of re-appointment by the Synod Council after report of ministry is provided to the Synod Council.*
- S11.01.C02. Synod Assembly Planning Committee. *The Synod Assembly Planning Committee, appointed by the bishop, guides the planning and coordination of the Synod Assembly. This committee reports to the Synod Council through the assistant to the bishop for administration.*
- S11.01.D02. Budget Task Force. *The Synod Council Executive Committee serves as Budget Task Force, and, with the Director of Finance, are responsible for the preparation of the annual budget for presentation to the Pre-Assembly meeting of the Synod Council and for review and adoption by the Synod Assembly. The assistant to the bishop for administration serves ex officio as a member of the task force.*

- S11.01.F02.** Candidacy Committee. *The Candidacy Committee shall be responsible for the candidacy process conducted in this synod in accord with the provisions and requirements of the churchwide policies and processes for the preparation and formation of candidates for ordination to the ministry of Word and Sacrament or ministry of Word and Service. The chair of the committee shall be appointed by the synod bishop. Members of the committee shall be appointed by the synod bishop for a five-year term. The Synod Council shall be informed of all appointments to this committee. Should a member not complete a term, the synod bishop shall appoint a member to a new five-year term. A committee member shall be eligible to serve no more than two full terms consecutively. The synod bishop shall be ex officio a voting member of the committee and may appoint an Assistant to the Bishop as a liaison to the committee. The Assistant to the Bishop shall vote in the absence of the synod bishop. Staff services shall be provided by the Office of the Bishop. Representatives of the churchwide Division for Ministry shall serve as consultants to the committee.*
- S11.01.H02.** Ecumenical Relations Team. *The Ecumenical Relations Coordinator shall serve as a resource to members of this synod in fostering and developing relationships with area ecumenical partners. The chair of the team shall be appointed by the synod bishop and shall include three to five members.*
- S11.01.K02.** Older Adult Ministry Team. *The Older Adult Ministry Team shall provide guidance and advice for congregations and this synod for programs that deliver effective ministry and service to older adults. The chair of the committee shall be appointed by the synod bishop and the three to five team members shall be appointed by the Synod Council. Terms of service are three years with a maximum of two terms for each team member.*
- S11.01.L02.** Committee of Reference and Counsel. *A Reference and Counsel Committee, appointed by the Synod Council, shall review all items submitted to the Synod Assembly that are not germane to matters in the assembly's stated agenda. Further, all proposed changes or additions to the constitution or bylaws submitted by voting members of the assembly shall be reviewed by this committee. During non-business assemblies, the Executive Committee of the Synod Council may function as the Committee of Reference and Counsel, in accord with continuing resolution S7.13.A03.*
- S11.01.O18.** Global Mission Table. *The Global Mission Table shall nurture interest in and attention to the global mission endeavors of the Evangelical Lutheran Church in America. The committee shall provide leadership in the companion church program, including relationships with Lutherans in Cuba, Guyana, Surinam, and Haiti, and the Seminary in Jamaica. The chair of the committee shall be appointed by the synod bishop and approved by the Synod Council. The Global Mission Table can be comprised of up to 18 members, all of whom shall be approved by the Synod Council. Members shall serve a two-year term and may be re-approved.*

S11.01.P18. World Hunger/Advocacy. *A World Hunger Advocate shall be appointed by the synod bishop and approved by the Synod Council. The World Hunger Advocate shall nurture interest in and attention to World Hunger and Advocacy endeavors of the Evangelical Lutheran Church in America. A committee shall be developed to provide support for these programs throughout the Synod. Up to 7 members of the World Hunger/Advocacy Committee shall be approved by the Synod Council. Members shall serve a two-year term and may be re-approved.*

- a. *The World Hunger Advocacy Committee shall be an independent committee that meets at the discretion of the World Hunger Advocate.*
- b. *The World Hunger Advocate may submit requests for attendance and participation in ELCA Leadership Training and Regional Gatherings to the Florida-Bahamas Synod and Global Mission Table for consideration for shared funding.*

S11.01.Q25. Youth and Young Adult Ministries Support. *The synod shall support ministries with youth and young adults through networks, teams, or other systems established by the bishop to respond to the changing nature of the church and the needs of congregations. These networks shall provide guidance, resources, and collaborative opportunities for ministry leaders and congregations, and shall seek to foster effective ministry and service with youth, and young adults across the synod. The bishop shall appoint the chairs or conveners of these networks and may determine their size, composition, and term lengths to ensure broad participation and representation.*

†S11.02. **The Consultation Committee of this synod shall consist of at least six persons and not more than 12 persons, of whom half shall be rostered ministers and half shall be laypersons, who shall each be elected by the Synod Assembly for a term of six years without consecutive re-election. The functions of the Consultation Committee are set forth in Chapter 20 of the Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America and in Chapter 17 of this constitution. The size of the Consultation Committee, in accord with this provision, shall be defined in this synod's bylaws.**

S11.02.01. The Consultation Committee of this synod shall consist of 12 persons. The terms of committee members shall be staggered so that the terms of four committee members (two ministers of Word and Sacrament and two lay) expire every two years. The Synod Council shall fill vacancies on the Consultation Committee for any unexpired term. Composition of this committee shall be defined in the synod's continuing resolutions.

S11.02.A25. The Consultation Committee members shall be elected in odd numbered years. The Synod Council shall provide that terms are staggered so that two rostered members' terms and two lay members' terms expire every two years. The Synod Council shall fill vacancies on the Consultation Committee for any unexpired term.

In addition to the requirements of †S11.02. that the committee consist of 12 persons, of whom half shall be rostered persons and half shall be laypersons, the following shall apply:

- a. At least one of the members shall be a person who identifies as a person of color and/or whose primary language is other than English in the written biographical data submitted to the Synod.
- b. At least two, but not more than three of the rostered members shall be persons who identify as women in the written biographical data submitted to the Synod.
- c. At least two, but not more than three of the rostered members shall be persons who identify as men in the written biographical data submitted to the Synod.

- d. At least two, but not more than three of the lay members shall be persons who identify as women in the biographical data submitted to the Synod.
- e. At least two, but not more than three of the lay members shall be persons who identify as men in the written biographical data submitted to the synod.

- †S11.03. **The Committee on Discipline of this synod shall consist of 12 persons, of whom six shall be rostered ministers and six shall be laypersons, who shall each be elected by the Synod Assembly for a term of six years without consecutive re-election.**
- a. **The functions of the Committee on Discipline of this synod are set forth in Chapter 20 of the Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America.**
 - b. **The Synod Council shall fill vacancies on the Committee on Discipline for any unexpired term.**

S11.03.A25. Committee on Discipline members shall be elected in even numbered years. The Synod Council shall provide that terms are staggered so that two rostered members' terms and two lay members' terms expire every two years. The Synod Council shall fill vacancies on the Committee on Discipline for any unexpired term.

In addition to the requirements of †S11.03. that the committee consist of 12 persons, of whom half shall be rostered persons and half shall be laypersons, the following shall apply:

- a. At least one of the members shall be a person who identifies as a person of color and/or person whose primary language is other than English in the written biographical data submitted to the Synod.
- b. At least two, but not more than three of the rostered members shall be persons who identify as women in the written biographical data submitted to the Synod.
- c. At least two, but not more than three of the rostered members shall be persons who identify as men in the written biographical data submitted to the Synod.
- d. At least two, but not more than three of the lay members shall be persons who identify as women in the written biographical data submitted to the Synod.
- e. At least two, but not more than three of the lay members shall be persons who identify as men in the written biographical data submitted to the Synod.

S11.04. **A Mutual Ministry Committee shall be appointed by the Executive Committee of the Synod Council to provide support and counsel to the bishop.**

†S11.05. **The Audit Committee of this synod shall consist of three to six persons, none of whom is a member of the synod staff. Up to half of the committee members may be Synod Council members. The Audit Committee members shall be elected by the Synod Council for a term of three years and be eligible for re- election to a second consecutive three-year term. The terms of the Audit Committee members shall be staggered. The Audit Committee shall be responsible for assisting the Synod Council in fulfilling its general oversight of the synod's accounting, financial reporting, internal control systems, and external audit processes as provided in †S15.31.**

S11.10. General Provisions

†S11.11. **This synod shall in its bylaws or by continuing resolution establish a process to ensure that the members of its committees and other organizational units will be persons possessing the necessary knowledge and competence to be effective members of such units, and to meet the requirements of †S6.04. With the exception of ministers on the rosters of this synod who reside outside the territory of this synod, each member of a committee of this synod, or any other organizational unit created by this synod, shall be a voting member of a congregation or a confirmed member of a synod-authorized worshipping community of this synod.**

Chapter 12.

CONFERENCES, CLUSTERS, COALITIONS, AREA SUBDIVISIONS, AND NETWORKS

†S12.01. **This synod may establish conferences, clusters, coalitions, area subdivisions, and networks as appropriate within its territory and in collaboration with other synods and entities, as specified in the bylaws and continuing resolutions. The purpose of such groupings shall be to foster interdependent relationships for missional purposes among congregations, synods, the churchwide organization, and other affiliates.**

S12.01.01. Mission Districts shall be among the permitted area subdivisions of this synod.

- a. The conferences of this synod shall be organized into Mission Districts. Each conference shall be a member of a Mission District as determined by the Synod Council.
- b. The geographic boundary of each Mission District shall be determined by the Synod Council. The Synod Council shall assign duties and responsibilities to the Mission District and the Synod Council shall review the program and activities of the Mission District.
- c. A conference wishing to change Mission District affiliation may apply to the Synod Council through the bishop of the synod. Changes in Mission District affiliation shall be reported to the next Synod Assembly.

S12.01.02. The congregations of this synod shall be organized into conferences. Each congregation shall be a member of a conference as determined by the Synod Council.

S12.01.03. The geographic boundary of each conference shall be determined by the Synod Council. The Synod Council shall assign duties and responsibilities to the conference, and the Synod Council shall review the program and activities of the conference.

S12.01.04. A congregation wishing to change conference affiliation may apply to the Synod Council through the synod bishop. Changes in conference affiliation shall be reported to the next Synod Assembly.

S12.01.05. The purpose and function of each conference shall include:

- a. studying the Holy Scriptures and Christian doctrine and promoting such study within the congregation;
- b. quickening and deepening the spiritual life of rostered ministers and laypersons;
- c. cultivating Christian fellowship;
- d. providing a forum for discussing matters of local interest and concerns;
- e. discussing the mission of this church;
- f. supporting the total program of this church and of this synod, including responsible involvement in meeting the financial needs for the mission of this church and this synod; and
- g. serving as a working unit of this synod to promote the mission of this synod and this church in that conference and among conferences.

- S12.01.06.** Each conference shall schedule and hold meetings at least annually. The time and place of said meetings shall be determined by the conference chairperson. Notice of any conference meetings shall be given to all congregations and rostered ministers of the conference not less than 30 days prior to said meeting.
- S12.01.09.** The dean shall perform those duties delegated by the bishop, including but not limited to representing the bishop at ecclesiastical events such as dedications, installations, anniversaries, and other similar events, and representing the bishop at congregational meetings where the presence of the bishop is desired or necessary, such as for the handling of pastoral vacancies, the calling of a minister of Word and Sacrament and the providing of assistance in times of crisis or difficulty.
- S12.01.10.** Participants with voice and vote at each conference meeting shall be:
- a. The ministers of Word and Sacrament on the roster of this synod and who are members of a congregation within the conference.
 - b. The ministers of Word and Service on the roster of this synod and who are members of a congregation within the conference.
 - c. A minimum of two lay members of each congregation within the conference. Typically, one lay member shall be a man and the other a woman. Additional lay representation shall be on the same basis as additional lay representation is determined for the Synod Assembly in †S7.21.c. Each congregation is encouraged to have its participants in conference meetings be the same as its members of the Synod Assembly.
- S12.01.11.** Each conference shall be responsible for nominating at least one person from within the conference as a member of the Synod Council when a nomination is required.
- S12.01.A94.** *The conferences of this synod shall be organized into the following Mission Districts:*
1. *North Mission District
(First Coast, Pinelands, Panhandle, Flagler-Volusia, and Heart of Florida Conferences)*
 2. *Southwest Mission District
(Lake, Caloosa, Mid-Gulf, Tampa, Sun Coast and Gulf Coast)*
 3. *Southeast Mission District
(Miami-Dade/Monroe, Broward-Bahamas, Tradewinds, and Space Coast Conferences)*
- S12.01.A23.** *The Synod Council shall assign congregations to conferences and shall make a list of the assignments publicly available. The congregations of this synod shall be organized into the following conferences:*
1. *Miami-Dade/Monroe Conference*
 2. *Broward-Bahamas Conference*
 3. *Tradewinds Conference*
 4. *Space Coast Conference*
 5. *Flagler-Volusia Conference*
 6. *First Coast Conference*
 7. *Lake Conference*
 8. *Heart of Florida Conference*
 9. *Pinelands Conference*
 10. *Panhandle Conference*
 11. *Caloosa Conference*
 12. *Mid-Gulf Conference*
 13. *Tampa Conference*
 14. *Sun Coast Conference*
 15. *Gulf Coast Conference*

- S12.01.A24.** *Each conference shall elect a dean from the list of rostered ministers in good standing within the boundaries of the conference. The dean of the conference shall serve as the bishop's pastoral representative to the conference, its rostered ministers and congregations and as the representative of the conference, its rostered ministers and congregations to the bishop. The dean shall not receive a salary for the performance of the duties of the office.*
- S12.01.A09.** *The conference dean and conference lay chairperson shall not be eligible to serve more than three consecutive terms. If a vacancy occurs, the bishop shall appoint a person to serve as acting conference dean or acting conference lay chairperson until the next annual meeting of the conference. Such partial term shall not be counted against the three consecutive term limitation.*
- S12.01.A96.** *In electing its dean, each conference will keep in mind the minimum expectations this synod has for its deans which include, but are not limited to, the following:*
- a. being proactive in discerning the needs of congregations and rostered persons,*
 - b. serving as the primary contact between the synod and conference leaders and congregations,*
 - c. fulfilling the specific responsibilities assigned to deans in the synod's formal call process,*
 - d. serving as part of a Mission District leadership team with the deployed Assistant to the Bishop,*
 - e. interpreting priorities of synod, churchwide, and ecumenical work, and*
 - f. providing pastoral care for rostered persons and congregations.*
- S12.01.A97.** *In electing its conference chair, each conference will keep in mind the minimum expectations this synod has for its conference chairs which include but are not limited to the following:*
- a. convening and presiding at all meetings of the conference,*
 - b. developing agenda for all conference meetings and assuring meeting notice for all eligible participants,*
 - c. coordinating communication within the conference,*
 - d. serving as part of a Mission District leadership team with the deployed Assistant to the Bishop, and*
 - e. relating pertinent program information from the synod to the congregations and rostered persons of the conference through the conference secretary.*
- S12.01.B97.** *In electing its conference secretary, each conference will keep in mind the minimum expectations this synod has for its conference secretaries which include, but are not limited to, the following:*
- a. taking minutes at all business meetings of the conference,*
 - b. disseminating information regarding meetings of the conference or its rostered persons and all information received from the dean or conference chair for conference distribution, and*
 - c. mailing all meeting minutes to congregations and rostered persons of the conference.*

**Chapter 13.
CONGREGATIONS**

†S13.01. Each congregation, except those certified as congregations of the Evangelical Lutheran Church in America by the uniting churches, prior to being listed in the roster of congregations of this synod, shall adopt the *Model Constitution for Congregations* or one acceptable to this synod that is not in contradiction to the constitution and bylaws of the Evangelical Lutheran Church in America.

- a. New congregations. A congregation newly formed by this church and any congregation seeking recognition and reception by this church shall:
 - 1) Accept the criteria for recognition and reception as a congregation of this church, fulfill the functions of the congregation, and accept the governance provisions as provided in Chapter 9 of the constitution and bylaws of this church.
 - 2) Adopt governing documents that include fully and without alterations the Preamble, Chapter 1, where applicable, and all required provisions of Chapters 2, 3, 4, 5, 6, 7, 8, 9, 15, 16, 17, 18, and 19 in the *Model Constitution for Congregations* consistent with requirements of the constitutions, bylaws, and continuing resolutions of this church. Bylaws and continuing resolutions, appropriate for inclusion in these chapters and not in conflict with these required provisions in *the Model Constitution for Congregations*, the constitution of this synod, or the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*, may be adopted as described in Chapters 17 and 18 of the *Model Constitution for Congregations*.
 - 3) Accept the commitments expected of all congregations of this church as stated in *C6.01., *C6.02., and *C6.03. of the *Model Constitution for Congregations*.
- b. Congregations from another church body. If a congregation is a member of another church body, the leadership of the congregation first should consult with the appropriate authorities of that church body before taking action to leave its current church body. After such consultation, leaders of the congregation should contact the ELCA synod bishop or staff where the congregation is located. The synod bishop or synod staff where the transferring or independent congregation is located shall confer with the congregation to assure its understanding and acceptance of commitment to and affiliation with this church.
- c. Recognition and reception. Recognition and reception of additional congregations into this church is based upon the judgment of the synod that the congregations satisfy the criteria of 9.21. and 9.25. The synod bishop shall provide for prompt reporting of such additions to the secretary of this church for addition to the roster of congregations.
 - 1) Recognition and reception of congregations newly formed by this church is accomplished by action of the Synod Council.
 - 2) Recognition and reception of transferring or independent congregations is accomplished by the action of the Synod Assembly upon the recommendation of the Synod Council.
 - a. If a congregation is a member of another church body, the leadership of the congregation first should consult with the appropriate authorities of that church body before taking action to leave its current church body. After such consultation, leaders of the congregation should contact the synod bishop or synod staff in this church where the congregation is located.

b. The synod bishop or synod staff where the transferring or independent congregation is located shall confer with the congregation to assure its understanding and acceptance of commitment to and affiliation with the Evangelical Lutheran Church in America.

- †S13.02.** It shall be the responsibility of each congregation of this synod to elect from among its voting members laypersons to serve as members of the Synod Assembly as well as persons to represent it at meetings of any conference, cluster, coalition, or other area subdivision of which it is a member. Normatively, congregations should hold elections prior to each regular meeting of the Synod Assembly. The number of persons to be elected by each congregation and other qualifications shall be as prescribed in guidelines established by this synod.
- S13.10.** Resignation Procedures
- S13.11.** When a rostered minister resigns, the Congregation Council shall receive the letter of resignation, report it to the congregation and at once notify the bishop of this synod.
- S13.12.** A congregation under financial obligation to its former rostered minister shall make satisfactory settlement of the obligation before calling a successor.
- †S13.20.** A congregation considering a relocation shall confer with the bishop of the synod in which it is territorially located and the appropriate unit of the churchwide organization before any steps are taken leading to such action. The approval of the Synod Council shall be received before any such action is effected.
- †S13.21.** A congregation considering development of an additional site to be used regularly for worship shall confer with the bishop of the synod in which it is territorially located and the appropriate unit of the churchwide organization before any steps are taken leading to such action.
- †S13.22.** Each congregation of the Evangelical Lutheran Church in America within the territory of this synod, except those which are in partnership with the Slovak Zion Synod, shall establish and maintain a relationship with this synod.
- †S13.23.** Provision 9.71. of the constitution of this church shall govern the relationship of this synod and a congregation of this synod regarding the property of the congregation. This synod may transfer or convey property to a congregation of the synod, subject to restrictions accepted by the congregation, including provision that if the Synod Council, in its sole and exclusive discretion, determines (1) that the property is not being used to serve the mission and ministry needs of this church, or (2) that the congregation has transferred, encumbered, mortgaged, or in any way burdened or impaired any right, title, or interest in the property without the prior approval of the Synod Council, then title to the property shall revert to the synod, and the congregation, upon written demand, shall reconvey the property to the synod.
- †S13.24.** The Synod Council, itself or through trustees appointed by it, may take charge and control of the property of a congregation of this synod to hold, manage, and convey the same on behalf of this synod, if any of the following apply:

- a. The congregation has disbanded, ceased to worship, or otherwise ceased to exist as a congregation.
- b. The congregation has abandoned its property.
- c. The remaining members of the congregation decide that it is no longer possible to function as a congregation or that they are unable to provide required governance.
- d. The Synod Council determines that the membership of a congregation has become so scattered or so diminished in numbers that it cannot provide required governance or that it has become impractical for the congregation to fulfill the purposes for which it was organized.
- e. The Synod Council determines that it is necessary for this synod to protect and preserve the congregation's property from waste and deterioration.

The congregation shall have the right to appeal any such decision to the next Synod Assembly.

S13.25. This synod may temporarily assume administration of a congregation upon its request or with its concurrence. Such synod administration shall continue only so long as necessary to complete the purposes for which it was requested by the congregation or until the congregation withdraws consent to continued administration.

S13.30. Discipline

†**S13.31.** Congregations and members of congregations are subject to discipline in accordance with the provisions of Chapter 20 of the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*. The synod's involvement in and responsibility for such disciplinary processes shall be as set forth in that chapter.

S13.40. Synod-authorized Worshiping Communities

S13.41. Authorized worshiping communities, acknowledged under criteria, policies, and procedures approved by the Church Council of the Evangelical Lutheran Church in America, shall accept and adhere to the Confession of Faith and Statement of Purpose of this church, shall be served by leadership under the criteria of this church, and shall be subject to the discipline of this church.

Chapter 14. ROSTERED MINISTERS

S14.10. Ministers of Word and Sacrament

†**S14.11.** The time and place of the ordination of those persons properly called to ministry in this synod shall be authorized by the bishop of this synod.

†**S14.12.** Consistent with the faith and practice of the Evangelical Lutheran Church in America,

- a. Every minister of Word and Sacrament shall:
 - 1) preach the Word;
 - 2) administer the sacraments;
 - 3) conduct public worship;
 - 4) provide pastoral care;
 - 5) seek out and encourage qualified persons to prepare for the ministry of the Gospel;
 - 6) impart knowledge of this church and its wider ministry through available channels of effective communication;

- 7) witness to the Kingdom of God in the community, in the nation and abroad; and
- 8) speak publicly to the world in solidarity with the poor and oppressed, proclaiming God's love for the world, advocating dignity, justice, and equity for all people, working for peace and reconciliation among the nations, caring for the marginalized, and embracing and welcoming racially and ethnically diverse populations.

- b. Each pastor with a congregational call shall, within the congregation:
- 1) offer instruction, confirm, marry, visit the sick and distressed, and bury the dead;
 - 2) relate to all schools and organizations of the congregation;
 - 3) install regularly elected members of the Congregation Council;
 - 4) with the council, administer discipline;
 - 5) endeavor to increase the support given by the congregation to the work of the churchwide organization and of this synod; and
 - 6) encourage adherence to covenantal relationship with this church as expressed in the *Constitutions, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*.

S14.13. The pastor (a) shall keep accurate records of all baptisms, confirmations, marriages, burials, communicants, members received, members dismissed, or members excluded from the congregation, (b) shall submit a summary of such statistics annually to this synod, and (c) shall become a member of the congregation upon receipt and acceptance of the letter of call. In a parish of multiple congregations, the pastor shall hold membership in one of the congregations.

S14.14. Whenever members of a congregation move to such a distance that regular attendance at its services becomes impractical, it shall be the duty of the pastor to commend them, upon their consent, to the pastoral care of a congregation nearer their place of residence.

S14.15. Each minister of Word and Sacrament on the roster of this synod shall submit a report of ministry to the bishop of this synod at least 90 days prior to each regular meeting of the Synod Assembly.

†S14.16. When a congregation of this church desires to call a pastor or a candidate for the ministry of Word and Sacrament of this church:

- a. Each congregation of this synod shall consult the bishop of this synod before taking any steps leading to the extending of a call to a prospective pastor.
- b. For issuance of a letter of call to a pastor or candidate by a congregation of this synod in accord with ELCA constitutional provision 7.41., a two-thirds vote shall be required of voting members of the congregation present and voting at a meeting regularly called for the purpose of issuing such a call.
- c. When the congregation has voted to issue a call to a prospective pastor, the letter of call shall be submitted to the bishop of this synod for the bishop's signature.

S14.17. No minister of Word and Sacrament shall accept a call without first conferring with the bishop of this synod. A minister of Word and Sacrament shall respond with an answer of acceptance or declination to a letter of call within 30 days of receipt of such call. In exceptional circumstances with the approval of the bishop of this synod and the president of the Congregation Council of the congregation issuing the call, an additional 15 days may be granted to respond to a letter of call.

†S14.18.

The provisions for termination of the mutual relationship between a minister of Word and Sacrament and a congregation shall be as follows:

- a. The call of a congregation, when accepted by a pastor, shall constitute a continuing mutual relationship and commitment which shall be terminated only by the pastor's death or, following consultation with the synod bishop, for any of the following reasons:
 - 1) mutual agreement to terminate the call or the completion of a call for a specific term;
 - 2) resignation of the pastor, which shall become effective, unless otherwise agreed, no later than 30 days after the date on which it was submitted;
 - 3) inability to conduct the pastoral office effectively in that congregation in view of local conditions;
 - 4) inability to conduct the pastoral office effectively in view of disability or incapacity of the pastor;
 - 5) suspension of the pastor through discipline for more than three months;
 - 6) resignation or removal of the pastor from the roster of Ministers of Word and Sacrament of this church;
 - 7) termination of the relationship between this church and the congregation;
 - 8) dissolution of the congregation or the termination of a parish arrangement; or
 - 9) suspension of the congregation through discipline for more than six months.
- b. When allegations of disability or incapacity of the pastor under paragraph a.4) above, or ineffective conduct of the pastoral office under paragraph a.3) above, have come to the attention of the bishop of this synod,
 - 1) the bishop, who has sole discretion, may investigate such conditions personally together with a committee of two rostered ministers and one layperson, or
 - 2) when such allegations have been brought to the synod's attention by an official recital of allegations by the Congregation Council or by a petition signed by at least one-third of the voting members of the congregation, the bishop personally shall investigate such conditions together with a committee of two rostered ministers and one layperson.
- c. In case of alleged disability or incapacity under paragraph a.4) above, the bishop's committee shall obtain and document competent medical opinion concerning the pastor's condition. When a disability or incapacity is evident to the committee, the bishop of this synod may declare the pastorate vacant. When the pastorate is declared vacant, the Synod Council shall list the pastor on the roster of Ministers of Word and Sacrament with disability status. Upon resumption of the ability to conduct the office effectively, the bishop shall take steps to enable the pastor to resume the ministry, either in the congregation last served or in another appropriate call.
- d. In the case of alleged local difficulties that imperil the effective functioning of the congregation under paragraph a.3) above, the bishop's committee shall endeavor to hear from all concerned persons, after which the bishop together with the committee shall present their recommendations first to the pastor and then to the congregation. In the bishop's sole discretion, the bishop's committee may also present, as may be appropriate, either a report or report summary to the pastor and to the congregation together with the recommendations. The recommendations of the bishop's committee must address whether the pastor's call should come to an end and, if so, may suggest appropriate severance arrangements. The committee may also propose other actions that should be undertaken by the congregation and by the pastor, if appropriate. If the pastor and congregation agree to carry out such recommendations, no further action need be taken by the synod.

- e. **If either party fails to assent to the recommendations of the bishop's committee concerning the pastor's call, the congregation may dismiss the pastor only at a legally called meeting after consultation with the bishop, either (a) by a two-thirds vote of the voting members present and voting where the bishop and the committee did not recommend termination of the call, or (b) by a majority vote of the voting members present and voting where the bishop and the committee recommended termination of the call.**
- f. **If, in the course of proceedings described in paragraph c. or paragraph d. above, the bishop's committee concludes that there may be grounds for disciplinary action, the committee shall make recommendations concerning disciplinary action in accordance with the provisions of this church's constitution, bylaws, and continuing resolutions.**

†S14.19. **Ministers of Word and Sacrament shall respect the integrity of the ministry of congregations which they do not serve and shall not exercise ministerial functions therein unless invited to do so by the pastor, or if there is no duly called pastor, then by the interim pastor in consultation with the Congregation Council.**

†S14.21. **The records of all baptisms, confirmations, marriages, burials, communicants, members received, members transferred or dismissed, members who have become inactive, or members excluded from the congregation shall be kept accurately and permanently. They shall remain the property of each congregation. At the time of the closure of a congregation, such records shall be sent to the regional archives. The secretary of the congregation shall attest to the bishop of this synod that such records have been placed in the secretary's hands in good order by a departing pastor before:**

- a. **installation in another call, or**
- b. **approval of a request for change in roster status.**

†S14.22. **The pastor shall make satisfactory settlement of all financial obligations to a former congregation before:**

- a. **installation in another call, or**
- b. **approval of a request for change in roster status.**

†S14.23. **During service to a congregation, an interim pastor shall have the rights and duties in the congregation of a regularly called pastor. The interim pastor may delegate the same in part to an interim supply pastor with the consent of the bishop of this synod. The interim pastor and any rostered minister who may assist shall refrain from exerting influence in the selection of a pastor. Upon completion of service, the interim pastor shall certify to the bishop of this synod that the congregation records, for the period for which the interim pastor was responsible, are in order.**

S14.23.A06. *For the sake of clarity of roles and responsibilities, it is the practice and policy of this synod that interim ministers of Word and Sacrament are not available for call to the congregations in which they serve as interim ministers of Word and Sacrament. This is to be clearly stated in the Letter of Appointment of an interim minister of Word and Sacrament, who serves on behalf of the Office of the Bishop in a particular situation. Any exception to this policy must be approved by the Bishop and the Synod Council, and this decision will only be made when it is determined by the Bishop and Synod Council that the mission of this synod and the particular congregation will be best served by making the exception.*

- †S14.24. **With the approval of the synod bishop expressed in writing, which sets forth a clear statement of the purpose to be served by such a departure from the normal rule of permanency of the call as expressed in †S14.18., a congregation may call a pastor for a specific term. Details of such calls shall be in writing setting forth the purpose and conditions involved. Prior to the completion of a term, the bishop of this synod or a representative of the bishop shall meet with the pastor and representatives of the congregation for a review of the call. Such call may also be terminated before its expiration in accordance with the provisions of †S14.18.**
- S14.24.A06.** *With approval of the Synod Council, either by general policy or by specific authorization, the synod bishop may place limitations or restrictions upon the availability for service of a rostered minister who is on leave from call. A rostered minister, who is without call and is not retired or disabled and who has not yet been approved for on-leave-from-call status by the Synod Council (or the committee authorized by the Synod Council to so approve) shall not be available for any type of public ministry, including another call or interim, contract, or supply ministry without the prior consent of the bishop of this synod. Whenever this Synod, either through action of the Synod Council or of a committee of the Synod Council is duly authorized to act on its behalf, grants on-leave-from-call status to ministers of Word and Sacrament on the roster of this synod, the bishop of this synod, at the bishop's discretion, is authorized to impose limitations and restrictions upon the availability of service (including availability for another call or for service in a contract, interim, or supply capacity) of such ministers of Word and Sacrament.*
- S14.25.** **All ministers of Word and Sacrament under a call shall attend meetings of the Synod Assembly, and the pastors of congregations shall also attend the meetings of the conference, cluster, coalition, or other area subdivision to which the congregation belongs.**
- S14.30.** **Ministers of Word and Service**
- †S14.31. **The time and place of the ordination of those persons properly called to ministry in this synod shall be authorized by the bishop of this synod.**
- †S14.32. **Consistent with the faith and practice of the Evangelical Lutheran Church in America, every minister of Word and Service shall:**
- a. **Be rooted in the Word of God, for proclamation and service;**
 - b. **Advocate a prophetic diakonia that commits itself to risk-taking and innovative service on the frontiers of the Church's outreach, giving particular attention to the suffering places in God's world;**
 - c. **Speak publicly to the world in solidarity with the poor and oppressed, proclaiming God's love for the world, advocating dignity, justice, and equity for all people, working for peace and reconciliation among the nations, caring for the marginalized, and embracing and welcoming racially and ethnically diverse populations;**
 - d. **Equip the baptized for ministry in God's world that affirms the gifts of all people;**
 - e. **Encourage mutual relationships that invite participation and accompaniment of others in God's mission;**
 - f. **Practice stewardship that respects God's gift of time, talents, and resources;**
 - g. **Be grounded in a gathered community for ongoing diaconal formation;**
 - h. **Share knowledge of this church and its wider ministry of the gospel, and advocate for the work of all expressions of this church; and**
 - i. **Identify and encourage qualified persons to prepare for ministry of the gospel.**

- S14.33.** The minister of Word and Service shall become a member of the congregation upon receipt and acceptance of the letter of call. In a parish of multiple congregations, the minister of Word and Service shall hold membership in one of the congregations.
- S14.34.** Each minister of Word and Service on the roster of this synod shall submit a report of ministry to the bishop of the synod at least 90 days prior to each regular meeting of the Synod Assembly.
- †S14.41.** When a congregation of this church desires to call a minister of Word and Service or a candidate for the ministry of Word and Service of this church:
- a.** Each congregation of this synod shall consult the bishop of this synod before taking any steps leading to the extending of a call to a prospective minister of Word and Service.
 - b.** For issuance of a letter of call to a minister of Word and Service or candidate by a congregation of this synod in accord with ELCA constitutional provision 7.71., a two-thirds vote shall be required of members of the congregation present and voting at a meeting regularly called for the purpose of issuing such a call.
 - c.** When the congregation has voted to issue a call to a prospective minister of Word and Service, the letter of call shall be submitted to the bishop of this synod for the bishop's signature.
- S14.42.** No minister of Word and Service shall accept a call without first conferring with the bishop of this synod. A minister of Word and Service shall respond with an answer of acceptance or declination to a letter of call within 30 days of receipt of such call. In exceptional circumstances with the approval of the bishop of this synod and the president of the Congregation Council of the congregation issuing the call, an additional 15 days may be granted to respond to a letter of call.
- †S14.43.** The provisions for termination of the mutual relationship between a minister of Word and Service and a congregation shall be as follows:
- a.** The call of a congregation, when accepted by a minister of Word and Service, shall constitute a continuing mutual relationship and commitment which shall be terminated only by the deacon's death or, following consultation with the synod bishop, for any of the following reasons:
 - 1)** mutual agreement to terminate the call or the completion of a call for a specific term;
 - 2)** resignation of the minister of Word and Service, which shall become effective, unless otherwise agreed, no later than 30 days after the date on which it was submitted;
 - 3)** inability to conduct the office effectively in that congregation in view of local conditions;
 - 4)** inability to conduct the office effectively in view of disability or incapacity of the minister of Word and Service;
 - 5)** suspension of the minister of Word and Service through discipline for more than three months;
 - 6)** resignation or removal of the minister of Word and Service from the roster of Ministers of Word and Service of this church;
 - 7)** termination of the relationship between this church and the congregation;
 - 8)** dissolution of the congregation or the termination of a parish arrangement;

or

 - 9)** suspension of the congregation through discipline for more than six months.

- b. **When allegations of disability or incapacity of the minister of Word and Service under paragraph a.4) above, or ineffective conduct of the ministry of Word and Service under paragraph a.3) above, have come to the attention of the bishop of this synod,**
 - 1) **the bishop, who has sole discretion, may investigate such conditions personally together with a committee of two rostered ministers and one layperson, or**
 - 2) **when such allegations have been brought to the synod's attention by an official recital of allegations by the Congregation Council or by a petition signed by at least one-third of the voting members of the congregation, the bishop personally shall investigate such conditions together with a committee of two rostered ministers and one layperson.**
- c. **In case of alleged disability or incapacity under paragraph a.4) above, the bishop's committee shall obtain and document competent medical opinion concerning the minister of Word and Service's condition. When a disability or incapacity is evident to the committee, the bishop of this synod may declare the position vacant. When the position is declared vacant, the Synod Council shall list the deacon on the roster of Ministers of Word and Service with disability status. Upon resumption of the ability to conduct the office effectively, the bishop shall take steps to enable the minister of Word and Service to resume the ministry, either in the congregation last served or in another appropriate call.**
- d. **In the case of alleged local difficulties that imperil the effective functioning of the congregation under paragraph a.3) above, the bishop's committee shall endeavor to hear from all concerned persons, after which the bishop together with the committee shall present their recommendations first to the minister of Word and Service and then to the congregation. The recommendations of the bishop's committee must address whether the minister of Word and Service's call should come to an end and, if so, may suggest appropriate severance arrangements. The committee may also propose other actions that should be undertaken by the congregation and by the minister of Word and Service, if appropriate. If the minister of Word and Service and congregation agree to carry out such recommendations, no further action need be taken by the synod.**
- e. **If either party fails to assent to the recommendations of the bishop's committee concerning the minister of Word and Service's call, the congregation may dismiss the minister of Word and Service only at a legally called meeting after consultation with the bishop, either (a) by a two-thirds vote of the voting members present and voting where the bishop and the committee did not recommend termination of the call, or (b) by a majority vote of the voting members present and voting where the bishop and the committee recommended termination of the call.**
- f. **If, in the course of proceedings described in paragraph c. or paragraph d. above, the bishop's committee concludes that there may be grounds for disciplinary action, the committee shall make recommendations concerning disciplinary action in accordance with the provisions of this church's constitution, bylaws, and continuing resolutions.**

†S14.44. **Ministers of Word and Service shall respect the integrity of the ministry of congregations which they do not serve and shall not exercise ministerial functions therein unless invited to do so by the Congregation Council.**

- †S14.45. The minister of Word and Service shall make satisfactory settlement of all financial obligations to a former congregation before:
- a. installation in another call, or
 - b. approval of a request for change in roster status.

†S14.46. With the approval of the synod bishop expressed in writing, which sets forth a clear statement of the purpose to be served by such a departure from the normal rule of permanency of the call as expressed in †S14.43., a congregation may call a minister of Word and Service for a specific term. Details of such calls shall be in writing setting forth the purpose and conditions involved. Prior to the completion of a term, the bishop of this synod or a representative of the bishop shall meet with the minister of Word and Service and representatives of the congregation for a review of the call. Such call may also be terminated before its expiration in accordance with the provisions of †S14.43.

S14.47. All ministers of Word and Service under a call shall attend meetings of the Synod Assembly, and the ministers of Word and Service of congregations shall also attend the meetings of the conference, cluster, coalition, or other area subdivision to which the congregation belongs.

Chapter 15. FINANCIAL MATTERS

†S15.01. The fiscal year of this synod shall be February 1 through January 31.

S15.10. Responsibility for Financial Support

†S15.11. Since the congregations, synods, and churchwide organization are interdependent expressions that share in God's mission, all share in the responsibility to develop, implement, and strengthen the financial support of the whole church. The gifts and offerings of the members of the Evangelical Lutheran Church in America are given to support all parts of this church; thus the unity of this church should be evidenced in determining each part's share of the gifts and offerings. Therefore:

- a. The mission of this church beyond the congregation is to be supported by such a proportionate share of each congregation's annual budget as each congregation determines. This synod shall develop guidelines for determining "proportionate share," and shall consult with congregational leaders to assist each congregation in making its determination.
- b. This synod shall receive the proportionate share of the mission support from its congregations, and shall transmit that percentage or amount of each congregation's mission support as determined in consultation with the churchwide organization and approved by the Synod Assembly as part of its budget consideration.
- c. Should the Synod Assembly not approve the proportionate share of mission support determined in consultation with the churchwide organization, a new consultation with the churchwide organization shall take place. The Synod Council is authorized to amend the budget adopted by the Synod Assembly to reflect the results of this consultation.

†S15.12. The annual budget of this synod shall reflect the entire range of its own activities and its commitment to supportive funding with other synods and the churchwide organization.

- S15.13.** On the basis of estimated income, the Synod Council shall authorize expenditures within the budget for the fiscal year. Expenditure authorizations shall be subject to revision, in light of changing conditions, by the Synod Council.
- S15.14.** Except when such procedure would jeopardize current operations, a reserve amounting to no more than 16 percent of the sum of the amounts scheduled in the next year's budget for regular distribution to synod causes shall be carried forward annually for disbursement in the following year in the interest of making possible a more even flow of income to such causes. The exact number of dollars to be held in reserve shall be determined by the Synod Council.
- S15.20.** Fund Appeals
- S15.21.** No appeal to congregations of this or any other synod of the Evangelical Lutheran Church in America for the raising of funds shall be conducted by congregations or organizations related to or affiliated with this synod without the consent of the Synod Assembly or the Synod Council.
- S15.30.** Audit
- †15.31.** This synod shall arrange to have an annual audit of its financial records conducted by a certified public accountant firm recommended by the synod Audit Committee and approved by the Synod Council. The audited annual financial report shall be submitted by this synod to the churchwide Office of the Treasurer and to the congregations of this synod.
- †S15.32.** This synod shall maintain adequate, continuous insurance coverage in accordance with standards recommended by the churchwide organization. Insurance programs offered or endorsed by the churchwide organization shall be deemed to fulfill this obligation.

Chapter 16.
INDEMNIFICATION

- †S16.01.** Subject to the limitations and duties imposed by law, each person who is or was made or threatened to be made a party to any proceeding by reason of the present or former capacity of that person as a Synod Council member, officer, employee, or committee member of this synod shall be indemnified against all costs and expenses incurred by that person in connection with the proceeding. Indemnification of any person by reason of that person's capacity as a director, officer, employee, or committee member of any other organization, regardless of its form or relationship to this synod, is subject to the provisions of †S16.02.
- a. The term “proceeding” means a threatened, pending, or completed lawsuit, whether civil or criminal, an administrative or investigative matter, arbitration, mediation, alternative dispute resolution, or any other similar legal or governmental action. Except as otherwise required by law, the term “proceeding” does not include (a) any action by this synod against the individual seeking indemnification, or (b) subject to †S16.04., a disciplinary hearing or related process described in Chapter 20 of the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*.
- b. The term “indemnification” includes reimbursement and advances of costs and expenses for judgments, penalties, fines, settlements, excise taxes, reasonable attorneys’ fees, disbursements, and similar required expenditures.

- †S16.02. Whenever a person who, while a Synod Council member, officer, committee member, or employee of this synod, is or was serving at the request of this synod (or whose duties in that position involve or involved service in the capacity of) a director, officer, partner, trustee, employee, or agent of another organization, is or was made or threatened to be made a party to a proceeding by reason of such capacity, then such person shall be entitled to indemnification only if (a) the Synod Council has established a process for determining whether a person serving in the capacity described in this section shall be entitled to indemnification in any specific case, and (b) that process has been applied in making a specific determination that such person is entitled to indemnification.
- †S16.03. This synod may purchase and maintain insurance on behalf of itself or any person entitled to indemnification pursuant to this chapter against any liability asserted against and incurred by this synod or by such other person in or arising from a capacity described in †S16.01. or †S16.02.
- †16.04. When written charges against a rostered minister of this church are made in disciplinary proceedings under Chapter 20 of the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America* by the synod bishop or when written charges against a congregation are made in disciplinary proceedings by the Synod Council or the synod bishop, and the discipline hearing committee determines that no discipline shall be imposed, then if such determination is not reversed or set aside on appeal, indemnification shall be made by the synod to the accused for reasonable attorney's fees and other reasonable expenses related to the defense of the charges. The determination of the reasonableness of such fees and expenses shall be made by the Synod Council.

Chapter 17.

CONSULTATION AND ADJUDICATION

- †S17.01. The synod bishop and the Executive Committee of the Synod Council shall be available to give counsel when disputes arise within this synod.
- †S17.02. The synod bishop and the Executive Committee of the Synod Council shall receive expressions of concern from rostered ministers, congregations, and organizations within this synod; provide a forum in which the parties concerned can seek to work out matters causing distress or conflict; and make appropriate recommendations for their resolution. When a concern relates directly to the synod bishop, the synod vice president will lead the Executive Committee's efforts at resolving the matter. When the matter at issue cannot be resolved in this manner, applicable procedures for investigation, decision, appeal, and adjudication shall be followed. Allegations or charges that could lead to the discipline of a rostered minister shall not be addressed by the Executive Committee but shall be resolved through the disciplinary process set forth in the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*.

†S17.03. When there is disagreement between or among congregations of this synod on a substantive issue that cannot be resolved by the parties, the council of an affected congregation may petition the synod bishop for a consultation after informing the other affected congregation(s) of its intent to do so. If this consultation fails to resolve the issue, the bishop shall refer the matter to the Consultation Committee of the synod, which shall undertake efforts to find an appropriate solution. If the Consultation Committee's efforts fail to resolve the issue(s), the entire matter shall be referred to the Synod Council for adjudication by whatever process the council deems necessary. The decision of the Synod Council shall be final.

†S17.04. When conferences, clusters, coalitions, or area subdivisions of this synod have a disagreement on a substantive issue that they cannot resolve, the aggrieved party or parties may petition the synod bishop and the Executive Committee of the Synod Council requesting a consultation after informing the other affected parties of their intent to do so. In this case the decision of the Executive Committee shall prevail, except that, upon the motion of a member of the Synod Council, the decision shall be referred to the Synod Council for final action.

†S17.10. Adjudication in a Congregation

†S17.11. When there is disagreement between or among factions within a congregation on a substantive issue which cannot be resolved by the parties, members of the congregation may petition the synod bishop for consultation after informing the president of the Congregation Council of their intent to do so. The synod bishop shall seek a timely resolution of the dispute. If the issue relates directly to the pastor, the bishop may begin the process in †S14.18.d. In all other matters, if the bishop's consultation fails to resolve the issue, the bishop shall refer the matter to the Consultation Committee of the synod, which shall undertake efforts to find an appropriate solution. If the Consultation Committee's efforts fail to resolve the dispute, the entire matter shall be referred to the Synod Council for adjudication by whatever process the council deems necessary. The Synod Council's decision shall be final.

Chapter 18.

AMENDMENTS, BYLAWS, AND CONTINUING RESOLUTIONS

†S18.10. Amendments to Constitution

†S18.11. Certain sections of this constitution incorporate and record therein required provisions of the constitution and bylaws of this church. If such provisions are amended by the Churchwide Assembly, corresponding amendments shall be introduced at once into this constitution by the secretary of this synod upon receipt of formal certification thereof from the secretary of the Evangelical Lutheran Church in America.

†S18.12. Whenever the secretary of the Evangelical Lutheran Church in America officially informs this synod that the Churchwide Assembly has amended any non-required provision of the *Constitution for Synods*, this constitution may be amended to reflect any such amendment by a majority vote at any subsequent meeting of the Synod Assembly without presentation at a prior Synod Assembly. An amendment that is identical to a provision of the *Constitution for Synods* shall be deemed to have been ratified upon its adoption by this synod. The Church Council, through the secretary of this church, shall be given prompt notification of its adoption.

- †S18.13. **Other amendments to this constitution may be adopted by this synod through either of the following procedures:**
- a. **Introduced with the support of at least fifty voting members and having been approved by a two-thirds vote of the voting members present and voting at a regular meeting of the Synod Assembly, an amendment may be ratified unchanged by a two-thirds vote at the next regular meeting of the Synod Assembly.**
 - b. **The Synod Council may propose an amendment, with notice to be sent to the congregations of this synod at least six months prior to the next regular meeting of the Synod Assembly. Such an amendment shall require for adoption a two-thirds vote of the voting members present and voting at such a regular meeting of the Synod Assembly.**
- All such amendments shall become effective upon ratification by the Churchwide Assembly or by the Church Council.**

†S18.20. **Amendments to Bylaws**

- †S18.21. **This synod may adopt bylaws not in conflict with this constitution or with the constitution and bylaws of the churchwide organization. This synod may amend its bylaws at any meeting of the Synod Assembly by a two-thirds vote of voting members of the assembly present and voting. Newly adopted bylaws and amendments to existing bylaws shall be reported to the secretary of this church.**

†S18.30. **Amendments to Continuing Resolutions**

- †S18.31. **This synod may adopt continuing resolutions not in conflict with this constitution or its bylaws or the constitution, bylaws, and continuing resolutions of the churchwide organization. Such continuing resolutions may be adopted or amended by a majority vote of the Synod Assembly or by a two-thirds vote of the Synod Council. Newly adopted continuing resolutions and amendments to existing continuing resolutions shall be reported to the secretary of this church.**

Bylaws amended June 12, 2025 by the Synod Assembly.

Continuing Resolutions Amended June 14, 2025 by the Synod Council.

Constitution amended by the secretary, September 2025 to incorporate required amendments mandated by the 2025 Churchwide Assembly.

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