**Know your Constitution, especially Chaps. 5, 10, and 12**

**(or another location depending on the year of your Constitution)**

For specific questions regarding your congregation’s constitution and what it allows and does not allow, consult Pastor Pat Esker, Assistant to the Bishop (NIS) via email:

**pesker@nisynod.org**

**ELCA Model Constitution for Congregations:**

[**https://www.elca.org/About/Churchwide/Office-of-the-Secretary/Constitutions**](https://www.elca.org/About/Churchwide/Office-of-the-Secretary/Constitutions)

**Online Meeting Platforms:**

[**www.zoom.com**](http://www.zoom.com) **(will work for most congregations with 100 or less in attendance)**

[**https://www.cisco.com/c/en/us/products/conferencing/web-conferencing/index.html**](https://www.cisco.com/c/en/us/products/conferencing/web-conferencing/index.html) **(may be a better choice for congregations with higher quorums)**

**Other Resources: Coming Soon!**

**Postponing the Annual Meeting**

***Note: MOST congregations are not able to postpone their Annual Meeting per their Congregational Constitution. Please consult with Pastor Esker on the Synod Staff to examine your constitution before proceeding this way. If your congregation is one of the few who can postpone, here are a few sample motions regarding Council leaders and postponing the meeting.***

**Council Member Appointments**

**Motion:** [Rimmke/Crews] To appoint Shawn Roark, Glenn Smith, and Kristen Vorrier to serve on Church Council, extending their current terms until our congregation can safely convene for our Congregational Meeting to elect Church Council members. The motion was approved unanimously (May 2020).

**Continuing Resolution for Semi-Annual Meetings**

**Motion 4:** [Roark/Rimmke] C10.01.A20 In times of emergencies, the Congregation Council may postpone the semi-annual meetings of the congregation to a later date, as long as such meeting is only postponed and not cancelled, and that the congregation shall be duly notified of such postponement and the reason for the postponement. The motion was approved unanimously (April 2020).