

MT. ZION EVANGELICAL LUTHERAN CHURCH OF WAUWATOSA, WISCONSIN BY-LAWS

SECTION I - CONGREGATIONAL MEETINGS, CONGREGATIONAL YEAR, FISCAL YEAR, ETC.

Item 1. The annual business meeting of the Congregation shall be held in the month of January at a time and date to be fixed by the Council. A semi-annual meeting shall be held in the month of June at a time and date fixed by the Council primarily for the purpose of electing Council members, providing the Congregation with such information which is pertinent to the current state of the Congregation, and to conduct such business as is necessary.

Item 2. The Council and Pastors may also provide for informational and inspirational meetings of the Congregation periodically throughout the year for the purpose of sharing ideas and updating the members on the progress of the Church toward meeting its goals and mission plans. These informational meetings may be held on an informal basis without the necessity of keeping minutes and the making and passing of resolutions.

Item 3. The Congregation may adopt a Congregational Year (or Program Year) beginning September 1st and ending August 31st for the terms of the Congregation Council and its standing committees which is different from the calendar year, however, the fiscal year of the Church shall begin January 1st and end December 31st.

Item 4. The agenda for the annual and semi-annual business meetings shall be established by the Congregation Council and shall include, but not be limited to, reports of the pastor(s), officers, committees, task groups, auxiliaries of the Congregation and the report of the Audit Committee.

SECTION II - CONGREGATION COUNCIL

Item 1. Nominations for election to the Congregation Council shall be made by the Nominating Committee. The committee shall report the results of its search for qualified nominees (at least one for each vacancy) to the Congregation Council at its meeting preceding the election of Council persons by the Congregation. Additional nominations for vacant Council seats may be made from the floor at the appropriate time in the Congregational Meeting. The Nominating Committee shall consist of three persons. The president of the Council shall appoint the chairperson who shall be a member of the Council and the other two members shall be elected by the Congregation at its annual business meeting in January.

Item 2. Those candidates receiving the greatest number of votes cast shall be declared elected, in the order of the number of votes received until all vacancies are filled. If any seats remain vacant because of tied votes, then there shall be run-off ballots taken until all vacancies have been filled.

Item 3. The newly elected members of the Congregation Council shall be installed by the pastor at a public worship service prior to their actually taking office. The terms of the office shall normally expire at the end of the congregational year.

Item 4. The Congregation Council shall regularly meet at a time and day of the month to be determined by a majority vote of the Council at the beginning of the congregational year.

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Item 5. The regular order of business of the Congregation Council shall include, but not be limited to: (a) approval of reports of the Pastors, staff and officers; (b) approval of minutes of prior meetings; (c) committee reports; (d) old business; and (3) new business.

SECTION III - STANDING / OTHER STANDING AND TEMPORARY COMMITTEES

Item 1. The Congregation shall have at least four Standing Committees as required by the Constitution: the Executive Committee; the Nominating Committee; the Audit Committee; and the Staff Support Committee.

The Council may appoint, and remove members (whether or not members of the Council) of such other standing committees and/or temporary committees.

Item 2. Term of Appointment, Meetings and Reports - The term of appointment for the chair and any member of any Committee referred to in this article, with the exception of the Staff Support Committee, shall be one year and a person serving in such capacity may be reappointed Chair up to three consecutive years and a Committee member up to six consecutive years. The six year limitation shall not preclude service as a duly appointed Chair.

The Staff Support Committee membership shall not exceed six and shall not include any Council members. Terms of Staff Support Committee membership shall be for two years with a maximum of two consecutive terms.

The Committees shall meet as often as necessary to fulfill their responsibilities. Each Committee shall maintain a written record of its proceedings, recommendations, and actions and shall make such oral or written reports as the Congregation Council may from time to time require.

Item 3. Duties of Committees - Each Committee identified in, or appointed pursuant to this Section shall have or promptly develop a written charter. The charter shall include a specific description of the duties, responsibilities, and procedures pertaining to the Committee's operations. The charter shall be submitted to the Council for review and upon approval by the Council shall constitute the charter of duties, responsibilities, and procedures of the Committee. Each Committee charter shall be reviewed at least annually and revised as may be appropriate.

SECTION IV - AMENDMENTS

Item 1. After thirty day's prior written notice to the voting members of the Congregation, these By-Laws may be amended by a majority of those present and voting at any regular or special meeting of the congregation.