

**CONSTITUTION  
of  
ST. PAUL LUTHERAN CHURCH  
of  
BULVERDE, TEXAS**

Vision Statement: St. Paul is committed to growing disciples who are dedicated to a lifetime of **LOVING GOD**, who seek to live God's love by **LOVING OTHERS**, and share that love by **SERVING ALL** in Christ-like living.

Mission Statement: **LOVE GOD, LOVE OTHERS, AND SERVE ALL**

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# CONSTITUTION

We, baptized members of St. Paul Lutheran Church of Bulverde, Texas, responding in faith to the call of the Holy Spirit through the Gospel, desiring to unite together to preach the Word, administer the sacraments, and carry out God's mission, do hereby adopt this Constitution and solemnly pledge ourselves to be governed by its provisions.

## Chapter 1. Name and Incorporation

C1.01. The name of this congregation is St. Paul Lutheran Church of Bulverde, Texas (hereinafter designated as the "Congregation") and it is incorporated under the laws of the State of Texas.

## Chapter 2. Confession of Faith

C2.01. The Congregation confesses the Triune God: Father, Son, and Holy Spirit.

C2.02. The Congregation 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.
- c. The canonical Scriptures of the Old and New Testaments are the written Word of God.

C2.03. The Congregation accepts the canonical Scriptures of the Old and New Testaments as the inspired Word of God and the sole authoritative source and norm of its proclamation, faith, and life.

C2.04. The Congregation accepts the Apostles' Creed, Nicene Creed, and Athanasian Creed as true declarations of the faith of the Congregation.

C2.05. The Congregation 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.

C2.06. The Congregation 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.

## Chapter 3. Nature of the Church

C3.01. All power in the Church belongs to our Lord Jesus Christ, its head. All actions of the Congregation are to be carried out under His rule and authority.

C3.02. 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.

## **Chapter 4. Statement of Purpose**

C4.01. 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.

C4.02. To participate in God's mission, the Congregation, as a part of the Church, shall:

- a. worship God in proclamation of the Word and administration of the sacraments and through lives of prayer, praise, thanksgiving, witness, and service;
- b. 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;
- c. carry out Christ's Great Commission (Matthew 28:19-20) 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;
- d. serve in response to God's love to meet human needs, care for the sick and the aged, advocate dignity and justice for all people, work for peace and reconciliation among the nations, and stand with the poor and powerless and commit itself to their needs;
- 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; and,
- 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.

C4.03. To fulfill these purposes the Congregation shall:

- a. provide services of worship at which the Word of God is preached according to scripture and the sacraments are properly administered;
- b. provide pastoral care and assist all members to participate in this ministry;
- c. challenge, equip, and support all members in carrying out their calling in their daily lives and in the Congregation;
- d. teach the Word of God according to scripture.
- e. witness to the reconciling Word of God in Christ, reaching out to all people;
- f. respond to human need, work for justice and peace, care for the sick and the suffering, and participate responsibly in society; and,
- g. motivate its members to provide financial support for the Congregational ministries.

## **Chapter 5. The Pastor**

### **C5.01.**

- a. Every ordained minister shall:
  - 1) preach and teach the Word according to scripture
  - 2) administer the sacraments;
  - 3) conduct public worship; and,
  - 4) provide pastoral care.
- b. Each ordained minister with a congregational call shall, within the congregation:
  - 1) offer instruction, baptize, confirm, marry, visit the sick and distressed, and bury the dead;
  - 2) install regularly elected members of the Congregational Council; and
  - 3) with the council, administer discipline.

C5.02. The pastor of the Congregation shall preach and teach the Word of God in accordance with scripture and uphold the Congregation's ministry standards.

## **Chapter 6. Amendments**

C6.01. Amendments to this Constitution may be proposed by at least three Voting Members or by the Congregational Council. Proposals must be filed in writing for consideration to the Congregational Council. Should the Congregational Council approve the proposed amendment, the members of the Congregation will be notified of the proposal, with the Congregational Council's recommendations, at least sixty (60) days in advance of a regular or specially called meeting.

C6.02. A proposed amendment to this Constitution shall:

- a. be approved at a legally called and conducted meeting, according to the By Laws, by a majority vote of those members present and voting;
- b. have the effective date included in the resolution.

This Constitution is dated to be effective the 10th day of September 2017.

**BY LAWS**  
**OF**  
**ST. PAUL LUTHERAN CHURCH OF BULVERDE, TEXAS**

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## **BY LAWS**

### **Section 1. Name and Incorporation**

B1.01. The name of the congregation is St. Paul Lutheran Church of Bulverde, Texas (the "Congregation"). The Congregation is incorporated under the laws of the State of Texas.

### **Section 2. Property Ownership**

B2.01. The Congregation may:

- a. acquire real and personal property by gift, devise, purchase or other lawful means;
- b. hold title to and use its property for any and all activities consistent with its purpose; and,
- c. sell, mortgage, lease, transfer, or otherwise dispose of its property by any lawful means.

B2.02. Title to all real or personal property acquired by the Congregation, its organizations, or individuals for use by the Congregation or its organizations, shall be held by the Congregation as a corporation.

B2.03. Real property can be purchased, disposed of, constructed, or encumbered only by two-thirds majority vote of Voting Members present and voting at a legally called and conducted meeting of the Congregation.

B2.04. If the Congregation ceases to exist, title to indisposed property shall pass to the organization with which the Congregation is currently or was most recently associated.

B2.05. If the Congregation is removed from membership in its affiliated organization, title to property shall continue to reside in the Congregation.

B2.06. If a two-thirds majority of the Voting Members of the Congregation, present and voting at a legally called and conducted special meeting of the Congregation, vote to become a non-Lutheran congregation, title to the Congregation's property shall continue to reside in the Congregation.

### **Section 3. Membership**

B3.01. Members of the Congregation shall be those persons who are defined as members at the time the Constitution of the Congregation is adopted, or who are admitted thereafter, and who maintain membership in accordance with the provisions of the Constitution and By Laws. Categories of membership are defined herein.

B3.02. Members shall be classified as follows:

- a. Baptized Members are those persons who have been received by the Sacrament of Holy Baptism in the Congregation, or, having been previously baptized in the name of the Triune God, have been received by certificate of transfer from other Lutheran congregations or by affirmation of faith.
- b. Confirmed Members are baptized persons who have been confirmed in the Congregation, those who have been received by adult baptism or by transfer as confirmed members from other Lutheran congregations, or baptized persons received by affirmation of faith.

- c. Voting members are members who have been confirmed or baptized members who are at least 18 years of age.
- d. Associate Members are persons holding membership in other Lutheran congregations who wish to retain such membership but desire to participate in the life and mission of the Congregation. They have all the privileges and duties of membership except voting rights and eligibility for elected offices or membership on the Congregational Council of the Congregation.

B3.03. Discipline of members in the Congregation shall be exercised in accordance with the Constitution and these By Laws.

B3.04. All applications for Confirmed Membership shall be submitted to, and shall require the approval of, the Ministry Team.

B3.05. Membership in the Congregation may be terminated by any of the following:

- a. death;
- b. resignation;
- c. transfer or release;
- d. disciplinary action by the Congregational Council.

#### **Section 4. The Congregation**

B 4.01. The powers of the Congregation are those necessary to fulfill its purpose.

B 4.02. The powers of the Congregation are vested in the Congregational Meeting called and conducted as provided in the By Laws of the Congregation.

B 4.03. Only such authority as is delegated to the Congregational Council or other organizational units in the Congregation's governing documents is recognized. All remaining authority is retained by the Congregation. The Congregation is authorized to:

- a. call a pastor as provided in Section 6 of these By Laws;
- b. terminate the call of a pastor or terminate tenure as pastor as provided in Section 6 of these By Laws;
- c. approve the annual budget;
- d. elect its Congregational Council and require it to carry out its duties in accordance with the Constitution, By Laws and continuing resolutions; and
- e. terminate its relationship with LCMC or any other affiliation.

## **Section 5. Church Affiliation**

B5.01. The Congregation shall at all times have the sole right to determine with which organization, if any, it may affiliate.

B5.02. The Congregation may terminate its affiliation with Lutheran Congregations in Mission for Christ, or any other affiliation, by the following procedure:

- a. A resolution indicating the desire of the Congregation to terminate its relationship must be adopted at a legally called and conducted special meeting of the Congregation by a two-thirds majority of the Voting Members present and voting.
- b. The secretary of the Congregation shall submit a copy of the resolution to the affiliated organization and shall send a copy of the resolution to all Voting Members of the Congregation. This notice shall be submitted within ten (10) days after the resolution has been adopted.
- c. If after thirty (30) days, the Congregation still desires to terminate its relationship, such action may be taken at a legally called and conducted special meeting by a two-thirds majority of the Voting Members present and voting. Notice of the meeting shall be sent to all Voting Members at least ten (10) days in advance of the meeting.

## **Section 6. The Pastor**

B6.01. The pastor, as spiritual leader of the Congregation, shall serve as a non-voting advisory member of the Congregational Council and may serve as a non-voting advisory member of all boards, committees, and organizations of the Congregation, except the following: the Budget Committee, the Audit Committee, a special committee to terminate his or her tenure, and a committee to call a pastor. However, the pastor may provide input to the Budget Committee and may advise any of the committees as requested by the Congregational Council or the respective committee.

B6.02. Should the pastor of the Congregation make the decision to retire or leave the Congregation, in his capacity as pastor, written notice shall be provided to the Congregational Council. This notice shall include the date upon which the departure is to be effective. Once this date has been accepted and agreed upon, after the agreed upon departure date, the pastor may not return to any capacity other than that of the respective membership unless a contract for such position has been negotiated on behalf of the Congregation.

B6.03. Authority to call a pastor shall be in the Congregation by at least a two-thirds majority vote of Voting Members present and voting at a legally called and conducted meeting for that purpose.

B6.04. Only a person who adheres to the Lutheran confessions recognized by this Congregation as qualified may be called as a pastor of the Congregation.

B6.05. The specific duties of the pastor, compensation, and other matters pertaining to the service of the pastor shall be included in a letter of call.

B6.06. The call of the Congregation, when accepted by a pastor, shall constitute a continuing mutual relationship and commitment.

B6.07. Authority to terminate an ordained pastor shall be in the Congregation by at least a two-thirds majority vote of Voting Members present and voting at a legally called and conducted meeting for that purpose. Upon such date of termination, the Congregation shall provide ninety (90) more days of existing salary and benefits to the terminated pastor.



B6.08. At a time of pastoral vacancy, an interim pastor may be appointed by the Congregational Council.

B6.09. During the period of service, an interim pastor shall have the rights and duties in the Congregation of a regularly called pastor and may delegate the same in part to a substitute pastor with the consent of the Congregational Council. The interim pastor shall refrain from exerting influence in the selection of a pastor.

B6.10 The Congregation shall make satisfactory settlement of all financial obligations to a former pastor before calling a successor. A pastor shall make satisfactory settlement of all financial obligations to the Congregation within ninety (90) days of the pastor's agreed upon last date of service.

B6.11. When a pastor is called to serve in company with another pastor or pastors, the privileges and responsibilities of each pastor shall be specified in documents to accompany the call and to be drafted in consultation involving the pastors and the Congregational Council. As occasion requires, the documents may be revised through a similar consultation.

B6.12. The pastor shall oversee the keeping of accurate parochial records of all baptisms, confirmations, marriages, burials, members received, members dismissed or members excluded from the Congregation, and shall provide the information as required.

B6.13. The pastor shall be a member of the Congregation unless the pastor is sharing pastoral responsibilities with another congregation in which he is a member.

B6.14. The pastor(s) shall submit a general report of his ministry to the Congregational Council as directed by the Congregational Council. No privileged or confidential information may be included in that report.

B6.15. This congregation and subsequently the pastor(s), in accord with the Constitution section C2.03, recognizes that marriage exists and is to be honored as between one man and one woman. This is our faith, our belief, and our practice in accordance to the Holy Scriptures as stated in Genesis 2:23-24, Matthew 19:4-6, and Ephesians 5:31-33.

## **Section 7. Congregational Meetings**

B7.01. Notice of all meetings of the Congregation shall be given at the services of worship on the preceding two consecutive Sundays. Special called meetings shall also be announced by mail or email to voting members at least ten days in advance of the date of the meeting. The posting of such notice in the regular mail, with the regular postage affixed or paid, sent to the last known address of such members or e-mailed.

B7.02. A Congregational Meeting for election of the Congregational Council for the following year shall normally be held in November.

B7.03. The Annual Meeting of the Congregation, for the primary purpose of handling the general business matters of the Congregation, shall normally be held the third Sunday in January. The Voting Members of the Congregation may submit items to a member of the Congregational Council to be considered for inclusion on the agenda for the Annual Meeting no later than sixty (60) days prior to the meeting.

B7.04. The total number of Voting Members shall be determined prior to all Congregational meetings to enable establishing a quorum.

B7.05. Special Congregational Meetings may be called by the majority of the Congregational Council. Also, any twenty Voting Members of the Congregation, the president or the pastor may call such a meeting, after providing the Congregational Council an opportunity to review the subject matter at a scheduled meeting of the Congregational Council.

B7.06. Only the business for which a Special Congregational Meeting has been called shall be transacted at that meeting, but multiple items may be scheduled.

B7.07. A quorum for any meeting of the Congregation shall be ten percent of the Voting Members.

B7.08. Except as otherwise provided in these By Laws, all matters shall be decided by majority vote of Voting Members present and voting.

B7.09. Written ballot shall be used to elect the Congregational Council when there are more candidates than there are positions being filled. Written ballot shall also be used when requested by five or more members of the Congregational Council or by ten or more Voting Members present.

B7.10. A meeting of the Congregation may, by majority vote, recess to reconvene at a specified time and place.

B7.11 All committees, ministries, and organizations handling funds within the Congregation shall submit accounts to the treasurer or the church office at least fourteen days prior to the Annual Meeting. The treasurer shall include such accounts in reporting to the meeting.

B7.12. *Robert's Rules of Order*, latest edition, shall govern parliamentary procedure of all meetings of the Congregation. It shall be the responsibility of the Congregational Council to appoint a parliamentarian to serve for a mutually agreed upon period of time. The parliamentarian shall not be a member of the Congregational Council.

## **Section 8. Officers**

B 8.01. All officers of the Congregation shall be Voting Members of the Congregation. The officers shall be elected by the Congregational Council and shall serve in their elected capacity for one year or until re-elected or their successors are elected or appointed. The terms shall begin at the close of the Annual Meeting.

B8.02. The President shall preside over meetings of the Congregational Council and of the Congregation, unless decided otherwise at the meeting.

B8.03. The Vice President shall preside in the absence of the President.

B8.04. The Secretary shall keep the minutes of the meetings of the Congregational Council and of the Congregation, and shall preserve the records of the Congregation.

B8.05. The Treasurer shall be a bonded custodian of all funds of the Congregation and shall disburse all such funds in accordance with the decisions of the Congregation or the Congregational Council. Amount of bond shall be determined by the Congregational Council. The Treasurer shall present a duly audited report at the Annual Meeting and such other reports to the Congregational Council as may be required.

B8.06. No officer shall hold more than one office at a time.

## **Section 9. Congregational Council**

B9.01. All Voting Members of the Congregation shall be eligible for membership on the Congregational Council and eligible for selection as a delegate representative of the Congregation.

B9.02. The Congregational Council shall consist of a total of nine members, with three members being

elected each year for a three year term of office. That term of office begins at the conclusion of the Annual Meeting. A council member may not serve more than 2 consecutive 3 year terms.

B9.03. The Congregational Council may declare an office vacant if a member has been absent from three consecutive regular meetings without valid reason or ceases to be a Voting Member of the Congregation.

B9.04. If a vacancy occurs on the Congregational Council, the Council shall fill the vacancy by appointment until the next Annual Meeting. A person filling such vacancy for a period of one year or less shall be eligible for election upon completion of his or her term.

B9.05. Meetings of the Congregational Council shall be held monthly. Special Congregational Council meetings may be called by the President, the pastor, or three members of the Congregational Council.

B9.06. Congregational Council members elected at the November meeting shall attend the December and January meetings of the Congregational Council. Participation, however, shall be limited to electing officers at the December meeting and to establishing necessary liaisons at the January meeting, by vote of the members of the succeeding Congregational Council. Such election and selection shall become effective at the conclusion of the Annual Meeting.

B9.07. The Congregational Council shall be aware of the purpose of the Congregation and the guidelines that have been established toward fulfilling that purpose. Such awareness shall include review of the Constitution, By Laws, Vision Statement, Mission Statement, Congregational Long-Range Plan, and any such additional documents that delineate the purpose of the Congregation.

B9.08. Any Voting Member of the Congregation may be elected, subject only to the limitation on the length of continuous service permitted in that office.

B9.09. Newly elected Congregational Council members shall be installed at worship service the Sunday prior to the Annual Meeting.

B9.10. The Congregational Council shall be responsible for the financial and property matters of the Congregation.

- a. The Congregational Council shall be responsible for maintaining and protecting the Congregation's property and managing the Congregation's business and fiscal affairs. It shall have the powers and be subject to the obligations that pertain to such boards under the laws of the State of Texas, except as otherwise provided herein.
- b. The Congregational Council shall not have the authority to buy, sell, or encumber real property unless specifically authorized to do so by a legally called and conducted meeting of the Congregation.
- c. The Congregational Council shall prepare an annual budget for adoption by the Congregation and shall supervise the expenditure of funds in accordance therewith following its adoption. The budget shall include the Congregation's support of the wider ministry being carried on in partnership with LCMC or with the organization with which the Congregation is currently affiliated.
- d. The Congregational Council shall ascertain that the financial affairs of the Congregation are being conducted efficiently.
- e. The Congregational Council shall be responsible for the Congregation's investments and its total insurance program.

B9.11. The Congregational Council shall see that the provisions of the Constitution and By Laws of the Congregation are carried out.

B9.12. The Congregational Council shall insure membership records are maintained.

B9.13. The Congregational Council shall be responsible for the appointment, supervision, and, if necessary, the removal of any paid lay worker of the Congregation. They will also be responsible to appoint or terminate the appointment of associates in ministry.

B9.14. The Congregational Council shall submit a report to the Congregation at the Annual Meeting.

B9.15. A quorum for the transaction of business by the Congregational Council shall consist of a majority of the members of the Congregational Council.

B9.16. The Congregational Council shall:

- a. have only such authority as delegated to it by the Congregation, and exercise such authority in accordance with the Constitution and By Laws of the Congregation;
- b. work with the pastor in providing for the spiritual care and in promoting the general welfare of the Congregation;
- c. have the authority to establish any organization within the Congregation which it believes is in the best interest of the Congregation; and,
- d. have the authority to dissolve any organization within the Congregation which it believes is not in the best interest of the Congregation.

B9.17. Based upon the Congregation's approved budget, the Congregational Council shall secure the necessary staff, define duties and establish any salaries, and shall review salaries and performances annually. The Congregational Council shall annually review the total compensation to the pastor.

B9.18. The Congregational Council shall manage the financial affairs of the Congregation and, as far as possible, operate within the limits of the approved budget. The Congregational Council may enter into contracts for items not included in the budget, so long as one item does not exceed more than 1% of the current annual budget, and the total of such obligations per year cannot exceed 10% of the total annual budget. Except for emergency maintenance, any expenditure that is not provided for in the budget, and exceeds one percent of the annual budget in any one case, or for any project area, must have Congregational approval.

B9.19. The Congregational Council shall be responsible for the upkeep and usage of the buildings, the premises, and all other property of the Congregation. The Council shall annually examine all insurance policies to determine the amount and kind of insurance in force.

B9.20. Use of church property shall be primarily for Congregational functions and members shall have first priority for using church property. A schedule for church property use will be maintained in the church office. Procedures for use of the property by Congregational members and persons not associated with the Congregation must be approved by the Congregational Council.

B9.21. Executive sessions may be conducted at the discretion of the Council President.

## **Section 10. Congregational Committees**

B10.01. A **Nominating Committee** shall assure nominees for presentation to the Congregation. (Additional nominees may be submitted from the floor with the nominee's permission.) Any Voting Member who is to run for Congregational Council shall be informed by the Committee of the duties and expectations of the office and shall have consented to serve, if elected. A Nominating Committee of four Voting Members of the Congregation, one of whom shall be a member of the Congregational Council, shall be appointed by the Congregational Council.

B10.02. An **Audit Committee** shall audit the financial books of the Congregation and present its report to the annual meeting. An Audit Committee of three Voting Members shall be appointed by the Congregational Council. Audit Committee members shall not be members of the Congregational Council.

B10.03. A **Call Committee** shall function in accordance with the recommended call procedures established by the Congregational Council. When a pastoral vacancy occurs, a Call Committee of at least seven Voting Members shall be appointed by the Congregational Council. Term of office will terminate at installation of the newly called pastor.

B10.04. A **Budget Committee** of four voting members shall be appointed by the Congregational Council. This Committee, with a quorum of three, shall prepare a budget for review by the Congregational Council for submission to the annual meeting of the Congregation. The Treasurer and pastor may provide input and advice to this committee.

B10.05. A **Cemetery Committee** shall be appointed by the Congregational Council and function in accordance with these By Laws and in accordance with the approved procedural manual.

B10.06. The Council shall appoint or approve such other committees, task forces, or ministries as may be necessary or advisable to facilitate the discharge of its responsibilities.

## **Section 11. Communion Participation**

B11.01. Participation in Holy Communion shall be open to all baptized Christians who profess belief in the real presence of Christ in the Sacrament and profess repentance.

## **Section 12. Discipline of Members**

B12.01. Denial of the Christian faith, described herein as conduct grossly unbecoming a member of a Church of Christ or persistent trouble-making in the Congregation, is sufficient cause for discipline of a member. Prior to disciplinary action, reconciliation will be attempted following Matthew 18:15-17, proceeding through these successive steps:

- a. private admonition by the pastor;
- b. admonition by the pastor in the presence of two or three witnesses; and,
- c. citation to appear before the Congregational Council.

B12.02. A member charged with the offense shall appear before the Congregational Council having received a written notice, specifying the exact charges that have been made against the member, at least ten days prior to the meeting.

B12.03. Should the allegations be sustained by a two-thirds majority vote of the members of the Congregational Council and renewed admonition proves ineffectual, the Congregational Council shall

impose one of the following disciplinary actions:

- a. censure before the Congregational Council or Congregation;
- b. suspension from membership for a defined period of time; or
- c. exclusion from membership in the Congregation. Disciplinary actions (b) and (c) shall be delivered to the member in writing.

B12.04. The member against whom disciplinary action has been taken by the Congregational Council shall have the right to appeal the decision to the Congregation. After written appeal to the Congregational Council, the Congregational Council shall set the time and place for hearing and vote by the Congregation, in accordance with the procedures for calling and conducting a special Congregational meeting.

B12.05. Disciplinary actions may be reconsidered and revoked by the Congregational Council upon receipt of evidence that injustice has been done or evidence of repentance and amendment.

### **Section 13. Christian Day School**

B13.01. The Christian Day School (CDS) program is a Christian educational child care ministry of the Congregation. CDS provides an atmosphere of caring, love, and nurturing. The CDS ministry is one phase of Christian outreach and service to the community. CDS shall operate in accordance with the procedural manual approved by the Congregational Council and in accordance with the laws of the State of Texas.

### **Section 14. Changes to By Laws**

B14.01. By laws may be adopted or amended at a legally called and conducted meeting of the Congregation with a quorum present by a majority vote of those Voting Members present and voting. Should a conflict arise within the Congregation or with any other organization, these By Laws shall govern.

B14.02. Amendments to these By Laws may be proposed by any Voting Member; provided, however, that such proposals be submitted in writing for approval to the Congregational Council at least sixty (60) days before a regular or special Congregational Meeting is called for that purpose and that the Congregational Council shall notify the members of the proposal with its recommendations at least thirty (30) days in advance of the called Congregational Meeting. Amendments to these By Laws become effective the date of approval by the Congregation.

B14.03. Amendments to these By Laws shall be sent by the Secretary of the Congregation to the members of the Congregation.

These By-Laws are dated to be effective the 10th day of September 2017.