

**THE CONSTITUTION OF
PRINCE OF PEACE LUTHERAN CHURCH, ORLANDO, FLORIDA, INC.**

PREAMBLE

We, the members of Prince of Peace Lutheran Church, chosen by God's Holy Spirit, to proclaim the wonderful acts of God, who called us out of darkness into his own marvelous light, revealed in Jesus Christ, our Lord (1 Peter 2:9), in order that we might fulfill our mission to "initiate and nurture relationships in Christ," adopt this document as our Constitution with its By-Laws.

ARTICLE I - NAME

The name of this congregation shall be PRINCE OF PEACE Lutheran Church, Orange County, Orlando, Florida, Inc.

ARTICLE II - PURPOSE

We, the members of God's family and the Body of Christ, who are united in Prince of Peace congregation, come together for the purpose of glorifying God by fulfilling the Great Commandment (Matthew 22:36-40) and the Great Commission (Matthew 28:18-20). To accomplish this purpose, we, as members of Prince of Peace, by the power of the Holy Spirit, joyfully commit ourselves to the following:

A. EVANGELISM / MISSION

Proclaim the Gospel of Jesus Christ in the Word and Sacraments and bear witness to Him as Lord and Savior in our community and throughout the world (Acts 1:8; Romans 10:13-15);

B. EDUCATION

Help one another develop toward full Christian maturity and train one another to effectively use our God-given gifts for ministry in His name (II Peter 3:18; Ephesians 4:11-13; II Timothy 2:2);

C. WORSHIP

Celebrate and share God's gracious presence and peace among us through Word and Sacraments and mutual witness in corporate worship, and maintain a personal worship life (Matthew 18:20; Colossians 3:14-17; Acts 2:42);

D. MINISTRY / SERVICE

Serve unselfishly in Jesus' name, meeting the physical, emotional, and spiritual needs of those in our congregation, community, and the world (John 13:34; 1 Peter 4:10-11; Matthew 25:31-46; Galatians 5:13); and

E. FELLOWSHIP

Encourage, support, and pray for each other as members of God's family, and share our lives together under the Lordship of Jesus Christ (1John 1:7; 1 Thessalonians 5:11; Hebrews 10:23-25; Romans 15:5-7).

ARTICLE III - CONFSSIONAL STANDARD

This corporate body acknowledges and accepts all the canonical books of the Old and New Testaments as the revealed Word of God, and it acknowledges and accepts all the Symbolical books of the Lutheran Church, contained in the Book of Concord of 1580, to be a true and genuine exposition of the Holy Scriptures. These confessional writings are The Apostles' Creed, the Nicene Creed, the Athanasian Creed, the Unaltered Augsburg Confession, the Apology of the same, the Smalcald Articles, Luther's Large Catechism, Luther's Small Catechism, and the Formula of Concord.

ARTICLE IV - SYNODICAL AFFILIATION

This congregation with its pastor(s) shall be a member of The Lutheran Church – Missouri Synod so long as that body shall remain true to the Confessional Standards as set forth in Article III of this Constitution.

ARTICLE V - MEMBERSHIP

The congregation classifies membership as follows: baptized, communicant, associate, and voting members. The reception and termination of membership is by the recommendation of the pastor(s), subject to the approval of the Board of Directors.

- A. Baptized members are all persons within the congregation who have been baptized in the name of the Triune God, whether children or adults, and come under the pastoral care of this congregation.
- B. Communicant members are all baptized persons within the congregation who have 1) received a course of instruction in Christian doctrine in accord with the confessional standard of this congregation, which meets with the approval of the Senior Pastor and Board of Directors, and affirm their faith to the congregation; or 2) transfer as confirmed members from another Lutheran Church and affirm their faith to the congregation.
- B. Associate members are people who retain their primary membership at their "home church", but have requested membership status at Prince of Peace in connection with their "winter residency" or occupation, including members of the military or persons on temporary assignment for their employer. Articles V, VI, and VII of the Constitution, as applicable, pertain to associate members.
- D. Voting members of the congregation shall be communicant and associate members who are 18 years old or older.

ARTICLE VI - RESPONSIBILITIES OF MEMBERS

The privileges and responsibilities of members of the congregation shall include the following:

- A. Use diligently the means of grace, as signified by
 - 1. joining regularly in the services of worship of this congregation,
 - 2. studying the Holy Scriptures and participating in the Christian education programs of the congregation.
 - 3. partaking regularly of the Lord's Supper (after proper instruction).
 - 4. presenting children by their parents or guardians for Holy Baptism in early infancy and nurturing them in the Christian faith, and
 - 5. not affiliating with organizations that practice forms of religion which conflict with the Word of God;
- B. Lead a Christian life of loving service, humility, and peace, as is fitting for those whom the Holy Spirit has called to faith and discipleship;
- C. Promote the unity and welfare of the congregation as the family of God, endeavoring through admonition and encouragement to edify one another.
- D. Be a messenger of God's love and grace by sharing the good news with others, including family, friends, and the community at large; and
- E. Serve the ministry of this congregation by discovering their goals and talents, being equipped to serve, and developing a servant's heart.
- F. Contribute to the financial support of the congregation as an expression of gratitude to God for His love in Christ, and as an acknowledgement that all they have and are come as gifts from God.

ARTICLE VII - CARE OF MEMBERS

Responsibilities of the congregation for fostering faithful membership shall include the following:

- A. Assimilating new members by instruction in the Word of God and the teachings of the Lutheran Church;
- B. Encouraging and nurturing one another to grow and mature in our life as followers of Christ;
- C. Equipping and empowering one another for service, including assisting each other in identifying our spiritual gifts for ministry;
- D. Helping one another define and fulfill our life's mission in the world;
- E. Assisting members who leave by
 - 1. Transferring their membership to another Lutheran congregation or issuing a release to another Christian congregation in which they can participate regularly;
 - 2. Encouraging members who move from the Orlando community to transfer their membership to a Lutheran congregation in which they can participate regularly;
- F. Expressing concern and conscientious pastoral care for one another to encourage fulfillment of our responsibilities to worship, celebrate Holy Communion, support the church with our offerings, and participate in the life and ministry of the congregation. When members have failed to participate in the worship life and ministry of the congregation for a period of twelve (12) consecutive months, the Board of Directors may remove them from the membership roll. This procedure will take place after members have been counseled about the matter, if possible. The congregation shall continue to reach out in ministry to those persons who have been removed from the active membership roll.
- G. Endeavoring, in harmony with the Gospel, to reclaim erring members following the principles of Matthew 18:12-20.

ARTICLE VIII – THE PASTORAL OFFICE and OTHER CALLED STAFF

Our Lord Jesus Christ has given to His Church on earth the Office of the Keys (John 20:20-23). This Office is carried out in a Christian congregation as it establishes the public ministry within its midst. (1 Corinthians 4:1; Titus 1:5; Acts 20:17; 1 Timothy 3:5)

A. Bestowal of Office

The congregation shall bestow the office of pastor or other called workers only upon those candidates who

- 1. Possess the attributes and gifts necessary for their particular office;
- 2. Unreservedly declare their acceptance of and pledge faithful adherence to the Confessional Standard as contained in Article III of this Constitution;
- 3. Are members of, or have qualified and applied for membership in the Lutheran Church – Missouri Synod, or a church that is in confessional agreement therewith; and
- 4. Have been properly and rightfully called by the congregation.

B. Responsibilities of Members Toward Called Staff

Pastors, Called Staff, and members of the congregation shall honor and hold each other in high esteem so

that the Word of God is not mocked, and God's Kingdom is not hindered. Members of the congregation are obligated to accord the pastor(s) and Called Staff honor, love, and obedience in their ministry of God's Word, and to support their work with diligence and faithful prayers; to help them in the discharge of their responsibilities by cordial one-mindedness, by willing readiness, by peaceable conduct, and in every other way possible; and to provide for their maintenance according to the ability of the congregation.

C. Responsibilities of the Pastor(s)

1. The Pastor(s) shall proclaim the Word of God in its truth and purity by their preaching; and they shall administer the Holy Sacraments of Baptism and the Lord's Supper according to Christ's institution and command.
2. They shall apply the Word of God, both by instructing all in the Holy Scriptures as explained in Luther's Small Catechism and other Confessions of the Church (Article III0; and by consoling the penitent, the sick, the troubled, and the bereaved.
3. They shall exercise the Office of the Keys in an evangelical manner by forgiving the sins of the penitent and by encouraging and exhorting the erring and impenitent; and, if necessary, retaining their sins in order to win them back to Christ.
4. They shall perform the various official acts of the Church, such as confirmation, marriages, funerals, and other functions which their Call defines.

D. Responsibilities of the Called Staff

1. They shall proclaim the good news of God's love and grace by their words and actions.
2. They shall equip and empower the people of God with their gifts to carry out the purposes of Prince of Peace (Article II) in a life of love and service to the glory of God.
3. They shall serve as examples to others by their Christian conduct and do all that is possible to build up the congregation and advance the Kingdom of Christ. By reason of their call, the staff are servants and stewards of God, and therefore also of this congregation.
4. They shall serve as examples to others by their Christian conduct and do all that is possible to build up the congregation and advance the Kingdom of Christ. By reason of their call, the staff are not only servants and stewards of God, but also of this congregation.
5. They shall perform any other functions which their Call defines or which are mutually agreed to in order to build up the body of Christ in this place.

E. In calling a pastor or other called staff, the members of the congregation exercise their royal priesthood and by no means relinquish it. This is the privilege and responsibility of all members of the Church.

ARTICLE IX – BOARD OF DIRECTORS AND OFFICERS

The affairs and the administration of the Constitution and By-laws of the congregation shall be the responsibility of the Board of Directors. The Board of Directors will focus primarily on the ministry and goals of the congregation with the purpose of planning, evaluating, and establishing policy. All staff, ministry teams, committees and organizations ultimately shall be responsible to the congregation through the Board of Directors. The Board of Directors may shall establish ~~a~~ standing and special committees and bodies created for the purpose of furthering the ministry and business of the congregation.

A. Members of the Board of Directors

1. The Board of Directors shall be comprised of at least eight (8), but no more than twelve (12) voting members, elected by the congregation (or appointed to fill vacancies as provided herein), and the Senior Pastor. One member of the Board of Directors will be selected by the Board of Directors to

serve as Chair, one as Vice Chair, one as secretary and one as Treasurer, but in no event shall the Senior Pastor be eligible to be appointed or elected to these offices, nor shall any paid member of the staff be elected or appointed to the Board of Directors.

B. Officers

The Chair, Vice Chair, the Secretary and the Treasurer shall serve as the officers of the congregation. The Chair shall serve as President of the congregation and shall sign all legal documents on behalf of the congregation. The Vice Chair shall serve as Vice President of the congregation and shall perform the duties of the Chair in his or her absence. In the absence of the Chair and the Vice Chair, another member of the Board of Directors shall be delegated this authority by the Board of Directors.

C. Endowment Fund

The Board of Directors shall be empowered, upon the vote of a quorum attending any regular or special meeting of the Board, to create a separate Endowment Fund, for scholarships, capital improvements, replacement and expansion, the outreach mission of the church, or such other purposes as the Board shall direct. Once established, the Endowment Fund may be utilized only for the purposes thus directed. Any expenditure from the Endowment Fund for any other purpose requires the vote of at least two-thirds of the members present at a voters' assembly, special, or regular meeting.

ARTICLE X – OTHER PERSONNEL

The congregation may, through the Board of Directors, hire, employ, and contract salaried and hourly employees.

ARTICLE XI - DISMISSAL FROM OFFICE

Any officer, director, or Called Staff may be removed from office for any of the following reasons: persistent adherence to or a promulgation of false doctrine; leading an ungodly life; unfaithfulness or inability in the performance of official duties.

ARTICLE XII - AUTHORITY OF CONGREGATIONAL ASSEMBLY

The congregation as a body shall have supreme authority in the administration and management of its affairs. No decision or action on behalf of the congregation or with reference to one of its members shall be valid, whether such decision or action has proceeded from an individual or from a body within the congregation, unless it shall have been enacted or performed according to a general or special power conferred by the congregation. Whatever may have been ordered or decided by individuals or minor bodies within the congregation under a power conferred by the congregation shall always be subject to revision and final decision by the congregation. The congregation, however, shall not be empowered to order, enact, or decide anything contrary to the Word of God and the symbolical books of the Lutheran church (see Article III), and any such ordinance or decision shall be null and void.

ARTICLE XIII - PROPERTY

A. Separation

Members who sever their connection with this congregation, whether by transfer or release to another congregation, by moving away without leaving an address, or through separation for any other cause, voluntarily or otherwise, forfeit all claims to the property of this congregation.

B. Doctrinal Dispute

If at any time a separation on account of doctrinal dispute shall take place in this congregation, which may God prevent, the property of the congregation and all benefits connected therewith shall remain with those members who adhere to the Confessional Standard of Article III of this Constitution.

D. Dissolution

In the event of dissolution of this congregation, which may God prevent, all property of the congregation shall be disposed of by the final Voters' Assembly for the payment of debts, and any and all surplus, after due settlement of just claims against this corporate body, shall be conveyed to and become the property of the Florida-Georgia District of The Lutheran Church - Missouri Synod (see Article IV).

ARTICLE XIV - SOCIETIES

All auxiliary organizations and societies within the congregation shall be under the supervision of the Board of Directors and Called Staff.

ARTICLE XV - BY-LAWS

This congregation may adopt such By-Laws as may be required for the accomplishment of its purpose.

ARTICLE XVI - CHANGING THE CONSTITUTION AND BY-LAWS

Amendments to this Constitution and the By-Laws may be adopted at a meeting of the congregation provided the following:

- A. That they do not conflict with the provisions laid down in Article III and with any section of any other article that pertains to Scriptural doctrine and practice.
- B. That the proposed amendment has been submitted in writing by any communicant member of the congregation and read at a previous Board of Directors meeting, as well as being reread at the meeting in which the action is taken. The affirmative vote of a two-thirds majority of all the directors shall be required for the submission of the proposed amendment to the congregation. Such amendment shall then be disseminated by newsletter or congregational mailing and submitted to the congregation in a regular or special meeting after prior announcement and shall be approved by a two-thirds majority of those present, before then becoming effective.
- C. The secretary shall record the approved amendment.

**BY-LAWS TO THE CONSTITUTION
OF
PRINCE OF PEACE LUTHERAN CHURCH, ORLANDO, FLORIDA**

ARTICLE I - THE CALLING OF CALLED STAFF PERSONS

A. Nominations

The Board of Directors shall be responsible for the call process. A list of candidates shall be secured with all available information concerning them from the district president or his representative. Any member of the congregation may submit the name of a candidate through any member of the Board of Directors. All information possible concerning the additional nominees shall be secured, including information through accepted synodical channels. The list becomes the official call list from which the candidate is selected.

B. Elections

The election of a candidate from the list chosen by the Board of Directors shall be by ballot in a special meeting of the congregation called by the President. The candidate receiving a 2/3 majority of all votes cast shall be considered elected. The election shall, if possible, be made unanimous by a rising vote and the call shall be sent to the candidate-elect.

C. Removal

Any Called Staff may be removed from office for any reasons set forth in Article XI of the Constitution. This action shall be initiated by a majority vote of the Board of Directors with a quorum of two-thirds of the directors present and, to become effective, must be approved by a 2/3 majority vote of those voting members present at a meeting of the congregation called for such a purpose.

ARTICLE II - CONGREGATIONAL MEETINGS

Regular meetings of the congregation shall be held twice a year, one in May/June, at which time directors shall be elected and a mid-year report on mission and ministries shall be presented. The second meeting shall be held in December, at which time the proposed annual goals and objectives for ministries, together with the proposed annual budget, will be presented for adoption. The announcement of these meetings shall be made at least one week prior to the meeting during the worship services. The Senior Pastor, the President, the Board of Directors, or the President upon the written request of any ten (10) voting members may call special meetings of the congregation. Notice of a special meeting shall be made at least one week prior to the meeting in the worship services or by a congregational mailing stating purpose, time and place. A quorum shall consist of those voting members present.

Robert's Rules of Order shall be observed in all meetings insofar as they may be applicable and are not inconsistent with this Constitution and these By-Laws.

ARTICLE III – BOARD OF DIRECTORS

Meetings

The Board of Directors shall meet monthly unless the Board deems otherwise. A quorum shall consist of a majority of the voting members of the Board of Directors as established by the Constitution. However, meetings of the Board of Directors which involve amending the articles of incorporation, the Constitution, or By-laws, the erection of buildings, the purchase or sale of real property, the removal of a Called Staff person, officer or a director from office requires a quorum of two thirds of the directors before recommended actions may be submitted to a congregational meeting. Special meetings of the Board of Directors may be called by the Senior Pastor, Chair, or by any two (2) directors. Prior notice of all Board of Directors' meetings must be given to all directors. Upon prior request of and approval from the Chair (or his or her designee), any congregational member may be placed on the agenda of a Board of Directors meeting for the purpose of asking specific questions or presenting an issue for the Board's consideration. Any congregational member(s) may attend any Board of Directors meeting to observe the proceedings. Meetings will be closed when the purpose of a meeting is to discuss personnel-related matters or any other issues or matters where the Chair determines that such a meeting or portion thereof must be closed in order to preserve the privacy

of individuals. The minutes of all Board of Directors meetings, with the exception of those portions containing specific information that must remain closed to protect and preserve the privacy of individuals, will be made available for inspection by any congregation member.

Robert's Rules of Order shall be observed in all meetings insofar as they may be applicable and are not inconsistent with this Constitution and these By-Laws.

B. Conduct of Meeting

At meetings of the Board of Directors, the Chair, if present, shall act as chair of the meeting in the absence of the Chair, the Vice-Chair, and then the Treasurer, if present successively and in order listed. Otherwise a person chosen by majority vote of members of the Board of Directors present at the meeting shall act as chair of the meeting. The Secretary or, in the absence of the Secretary, a person appointed by the chair of the meeting shall act as secretary of the meeting. The chair of the meeting shall have the right to decide, without appeal, the order of business for such meetings and all procedural matters, including the right to limit discussion that is unreasonably cumulative, prolonged, or irrelevant.

C. Reimbursement and Compensation

The members of the Board of Directors shall receive no compensation for their services* However, members of the Board of Directors shall be entitled to reimbursement for out-of-pocket expenses reasonably incurred in the discharge of their responsibilities as members of the Board of Directors.

D. Elections

Members of the Board of Directors shall be elected annually at the congregational meeting. One-half of the members shall be elected in even numbered years, and one-half of the members shall be elected in odd numbered years. Each member's term of office shall be for two (2) years and shall commence on July 1 following his or her election. No voting member shall be eligible to serve on the Board of Directors for more than three (3) consecutive terms. Any vacancy in any position on the Board of Directors (other than the Senior Pastor's office) shall be filled by appointment by the Board of Directors, and the voting member appointed to fill such vacancy shall serve for the remainder of the unexpired term of the voting member replaced.

E. Removal

Any member or members of the Board of Directors (except the Senior Pastor) may be removed from office by a majority vote of the congregation at a special meeting called for this purpose. Such special congregational meetings must be called upon the receipt by the Chair of a written request signed by not less than ten (10) voting members of the congregation.

F. Responsibilities

The Board of Directors, working with the staff and standing or special committees responsible for the same, shall ensure that the purpose of this congregation (as stated in Article II), its ministry to and on behalf of the members of this congregation, the community and the Church at large, and the maintenance and care of this congregation's property will be implemented and continue through the efforts of responsible members and groups of members of this congregation. To that end, the Board of Directors will be responsible to see that worship services, preaching of God's Word, Christian education programs, administration of the sacraments, spiritual care and nurturing of its members, and outreach to the community (through both religious and social ministry) is conducted in a God-pleasing manner in accordance with the confessional standards set forth in Article III of the Constitution; and to see that proposed annual goals and objectives for this congregation's ministries, together with a proposed annual budget are presented to the congregation for approval prior to the commencement of each fiscal year.

G. Standing and Special Committees of the Board of Directors

~~Formation~~—The Board of Directors may, by resolution, create one or more standing or special committees to act as advisory committees to the Board of Directors or to carry out specific functions assigned to them. Each committee shall consist of such persons as the Board of Directors appoints. The Chair and Senior Pastor, or their designee, shall be a member, ex officio, but without voting privileges, of each committee created pursuant to this section.

Standing and Special Committees of the Board may include yet are not limited to:

1. The Endowment Committee;
2. The Personnel Committee;
3. The Finance Committee; and
4. The Preschool Oversight Committee

F.A.

~~2. Responsibilities of Committees. Each committee created under paragraph G.1. of this Article shall have the responsibilities specified in the resolution of the Board of Directors creating such committee or in the policy manual or other written policies and procedures adopted by the Board of Directors.~~

~~3. Tenure. Members of committees appointed pursuant to paragraph G.1. shall serve for one year. The Board of Directors, at its discretion, may renew appointments of committee members annually. **Committee members shall serve for no more than six consecutive years.**~~

~~1. Meeting. The Board of Directors shall appoint one of the members of each committee as its Chair. **The chair shall serve for two years. The Board of Directors, at its discretion, may renew the chair's appointment, for a total of no more than three consecutive terms.** The Chair shall preside at meetings of the committee. In the absence of the Chair, the committee members present shall appoint one of their number as a temporary chair. Notice of the time and place of meetings of committees shall be given to committee members at least two days in advance of the meeting, but such notice may be waived in writing or by attendance at the meeting. All meetings of all committees appointed by the Board of Directors shall be open to any voting member of the Church, other than those portions of any meeting where the purpose of the meeting is to discuss personnel-related matters or any other issues or matters where the Chair of _____ the committee determines that such meeting or portion thereof must be closed in order to preserve the privacy of individuals.~~

H. Budget

The Board of Directors shall prepare an annual budget and present it to the congregation for approval. The Board of Directors will supervise the expenditure of funds in accordance with the budget, and may incur additional obligations up to and including an accumulative amount not to exceed 5% of the total annual budget without the approval of the congregation. The Board of Directors shall annually appoint an Audit Committee which shall review the financial transactions of the congregation and prepare a report to the Board of Directors. The business fiscal year of the church shall be the same as the calendar year.

ARTICLE IV - ELECTION OF THE BOARD OF DIRECTORS

The nominating committee consisting of the continuing directors and pastor shall draw up a slate of nominees for each vacant position on the Board of Directors. An eligible nominee shall be an active voting member (Article V and VI of the Constitution) of the congregation. Each nominee shall be contacted to verify his or her willingness to accept the nomination. Additional nominations by any voting member may be made during a two week period following the publication of the slate of nominees as chosen by the nominating committee. Such additional nominations shall be made in writing to the chair of the nominating committee, providing said nominee meets the requirements for eligibility above and has expressed his or her willingness to serve. Prior to balloting a final slate of all nominees shall be published. Elections shall be held during the May/June congregational meeting. The installation of newly elected directors will take place on a Sunday prior to the July meeting of the Board of Directors. In the event of a tie vote for any director, a second ballot shall be cast etc., until one candidate has a majority.

ARTICLE V – OFFICERS

A. The officers of this congregation will be appointed by the Board of Directors as follows:

Chair
Vice Chair
Treasurer
Secretary

B. Responsibilities of Officers:

1. The Chair shall
 - a. Serve as President of the congregation;
 - b. Preside at all congregational and Board of Directors' meetings;
 - c. Appoint and supervise task forces as necessary to accomplish Board-approved congregational activities;
 - d. Upon advice of the Board of Directors, appoint non-elected officers;
 - e. Fill any vacancies of elected officers and directors upon the approval of the Board of Directors. These appointees shall serve for the remainder of the unexpired term of the director replaced; and
 - f. Be authorized to make disbursements in accordance with policy established by the Board of Directors.
2. The Vice Chair shall
 - a. Serve as Vice President of the congregation; and
 - b. Perform the duties of the Chair in his or her absence.
3. The Treasurer shall
 - a. Be the chief financial officer of the congregation;
 - b. Supervise the payment of all bills and provide information on expenditures;
 - c. Supervise the keeping of accurate records of receipts and disbursements, which shall be audited. Submit a report at each monthly Board of Directors meeting. Such report shall show actual receipts and disbursements compared with budgeted amounts;
 - d. Report current revenue, expenditures, and other important data, as appropriate, to the congregation at least quarterly in church newsletters; and
 - e. Be authorized to make disbursements in accordance with policy established by the Board of Directors.
4. The Secretary shall
 - a. Keep accurate minutes of the congregational and Board of Directors' meetings for the permanent records of the congregation, which shall be maintained at the church office;
 - b. Keep, for the permanent records of the congregation, a copy of the minutes of the meetings of all committees and bodies established by the Board of Directors; and
 - c. Be responsible for any official correspondence of the congregation as directed by the President
5. The Financial Secretary is a non-Director/Officer who shall
 - a. Supervise the receipt and deposit-of all contributions, conveying this information to the Treasurer or his or her designee; and
 - b. Supervise the keeping of accurate records of all individual offerings

ARTICLE VI - CALLED AND SUPPORT STAFF

~~A.—Called Staff will be referred to as Directors of Ministry and will be responsible for one or more ministry teams. The congregation will approve all Called Staff positions and the individuals filling those positions.~~

1. The Senior Pastor shall be accountable to the Board of Directors and ultimately to the congregation. The Senior Pastor will have full responsibility for the performance of all pastoral duties and obligations (Constitution. Article VIII).

2. Directors of Ministry shall

- a. Be assigned by the ~~Board of Directors~~ Senior Pastor to direct one or more of the ministry teams;
 - b. Equip and empower the ministry teams for the work of their ministry;
 - c. Be responsible for the development, implementation, and monitoring of an operational plan, together with the budget, for their ministry team(s); and
 - d. Be accountable to the Senior Pastor.
- B. All other paid positions, such as office and support personnel, will be considered Support Staff positions. The individuals filling these positions will be selected in accordance with the personnel policies of the church, as established by the Board of Directors.

ARTICLE VII — MINISTRY TEAMS

~~A.~~ The Senior Pastor will implement the policies and directives of the Board of Directors. Working with the staff and volunteers, he will establish the necessary ministry teams. The Called sStaff and the ministry teams will administer and lead the ministry of Prince of Peace Lutheran Church. The Senior Pastor will supervise t~~The Called sStaff and volunteers, and~~ working with their specific ministry team, will implement the policies and directives developed by the Board of Directors. The input from the ministry teams will be communicated to the Board of Directors by the Senior Pastor, or by either or both the Directors of Ministry and Team Leaders upon request of the Board of Directors or Senior Pastor. Working together, the ~~Called sStaff~~ and ministry teams will encourage members to carry out the mission of Prince of Peace Lutheran Church.

~~B. Ministry teams will consist of a Director of Ministry, a Team Leader, and at least four (4) additional team members.~~

~~C.A. The Director of Ministry, in consultation with all members of the Called Staff, will appoint a Ministry Team Leader. The term of office for a Ministry Team Leader shall be two (2) years. The Ministry Team Leader may not serve more than three consecutive terms. Positions on the ministry teams will be filled with members who are appointed by the Directors of Ministry and the Ministry Team Leader. The term of service will be for one (1) year and may be continually renewed.~~

ARTICLE VIII - GRIEVANCES AND SUGGESTIONS

~~A.~~ This grievance and suggestions procedure is designed to manage disagreements and suggestions in order to provide good communications which are essential for a spiritually healthy congregation. All persons involved in the process are responsible for their own prayerful Christian conduct and attitude during the handling of any grievance or suggestion. All parishioners and spiritual leaders shall regard each other with love and respect, even during times of stressful conflict. The underlying principles will be governed by Matthew 18:15-22.

1. Any differences between members, including officers, directors and Called Staff should be resolved, if possible, in private on a one-on-one basis.
2. Unresolved differences or a suggestion for change must be submitted in writing to the Chair of the Board of Directors.
3. This written document must be signed by the person initiating the action and any associates who wish to participate in this action.
4. This document must indicate the date on which it is uproperly submitted.
5. All grievances must be submitted in this documented form, unless it is a grievance of an employee toward a member of the church staff, in which case the grievance shall be submitted in accordance with the personnel policies of the church. Grievances directed toward a member of the church staff, director, officer or a parishioner will be submitted to the Chair of the Board of

Directors. Grievances directed toward the Chair of the Board of Directors will be submitted to another member of the Board of Directors.

6. The Board of Directors shall review and deliberate the documented issue according to its commonly accepted practice and render a decision, unless it chooses to delegate this responsibility to another official group of the congregation, or selects an ad hoc group for this purpose. All such deliberations and decisions shall be reported to the Board of Directors in writing and may be reviewed and acted upon by the Board of Directors. The Board of Directors retains final authority for a decision on the documented issue.
7. The person(s) submitting a documented grievance or suggestion for change may be asked to appear before the Board of Directors or its designee for the purposes of clarification. This person(s) will be notified in writing of the Board of Directors' decisions regarding the documented issue within ninety (90) days from the date of submission to the Chair of the Board of Directors.
8. The decision of the Board of Directors is final, unless appealed by the following process:
 - a. The issue may be resubmitted one time only, according to the above procedure, and will be accepted for reconsideration only if presented with significant new data and information.
 - b. After this issue has been appealed to the Board of Directors one time, the Board's decision(s) may be appealed to the Florida-Georgia District of the Lutheran Church - Missouri Synod, according to district policy.
9. A decision by the Board of Directors, whether in its original deliberations, or after one official appeal, is final. If an appeal is made to the district office, the District's recommendation shall be followed.
10. There shall be no further presentation of this issue verbally or by document at any time. All official decisions of the Board of Directors will be honored fully.

ARTICLE IX - INDEMNIFICATION

To the extent permitted by law, the congregation shall indemnify its past and present Called Staff, teachers, teachers aids, directors and officers, their heirs, executors, and administrators, against any and all expenses actually and necessarily incurred by them in the defense or settlement of any actual or threatened action, suit or proceeding in which they, or any of them, are made a party by reason of their being or having been a Called Staff member, teacher, teachers' aid, director or officer of the congregation, except in relation to matters in which such Called Staff member, teacher, teachers' aid, director or officer shall be adjudged in such action, suit or proceeding to have failed to act in good faith, or acted with gross or willful misconduct. The congregation may purchase and maintain a liability policy insuring the congregation and its individual Called Staff, teachers, teachers' assistants, directors and officers, against the costs of defending a claim or paying a settlement of decision.

Approved by the Congregation of Prince of Peace Lutheran Church. Orlando, Florida on June 29, 2003.

Revised February 2011 (Article IX – Endowment Fund)