

ARTICLES OF ASSOCIATION OF THE APOSTOLIC LUTHERAN CHURCH OF
GREER, SOUTH CAROLINA

We, at Eastside Apostolic Lutheran Church, do hereby make, execute and adopt the following articles of association, to-wit:

First, the name assumed by this corporation and by which it shall be known in law, is the Eastside Apostolic Lutheran Church of Greer, South Carolina.

Second, the location of said church shall be in the city of Greer, county of Greenville and state of South Carolina.

Third, the time for which said corporation shall be created shall be perpetual.

Fourth, this Corporation shall be a distinct and individual entity subordinate to no parent body.

Fifth, the congregation acknowledges the Christian Faith which is founded on the Word of God in the Prophetic and Apostolic Books of the Old and New Testaments, professed in the three Ecumenical Creeds of the early Christian Church (The Apostolic, the Nicene, and the Athanasian) and in the unaltered Augsburg Confession, and in other symbolical books of the Apostolic Lutheran Church, and holds the highest rule of all confession that the Word of God is the only rule according to which all doctrine in the congregation is to be tried and judged. (Jan. 30th, 2000)

EASTSIDE APOSTOLIC LUTHERAN CHURCH BY-LAWS
MARCH 16, 2000

PREAMBLE

These By-Laws presuppose that the Holy Bible constitutes the only and all sufficient rule of faith and practice for the congregation. IN THE NAME OF THE FATHER, AND OF THE SON, AND OF THE HOLY SPIRIT. AMEN

PURPOSE

The purpose of this congregation is to provide for and promote the ministry of the Word of God to the saved and the unsaved for their Salvation, Edification, and Glory of God!

ARTICLE 1. – MEMBERSHIP

These membership criteria are not intended to discourage membership, but to clearly define the responsibilities, rights, and requirements to members and associate members and to encourage full participation of the membership.

Section 1. – Reception of Members

Par. 1. The congregation shall consist of baptized persons who accept the provisions of the Articles of Association and By-Laws and who have or

shall be duly received into membership as hereinafter provided, and such children as have been or shall be received through Holy Baptism.

- Par. 2a. Requests for membership shall be presented to the Pastor who, together with the Elders and Trustees, will consider the candidates eligibility. The candidate's membership request will be presented to the Board of Trustees for acceptance.
- Par. 2b. To qualify for voting privileges a member must have supported the congregation for 6 months or longer.
- Par. 3. A public announcement shall be made of all members received in to the congregation, unless requested otherwise.

Section 2. – Duties of Members

- Par. 1. Members shall lead a Christian life in charity, humility and peace, endeavoring through admonition, consolation, and encouragement to edify one another in the faith. They shall promote the unity and welfare of the congregation. They shall diligently and prayerfully seek to cultivate the Christian life at home in family worship: they shall regularly attend the public worship and devotional services of the congregation.
- Par. 2. Members are encouraged to use the gifts given to them by God for the work of His kingdom and the spreading of His word. (Matthew 28:19 and Mark 16:15-16)
- Par. 3. Parents shall diligently nurture their children in the Christian faith, at home and in the institution provided by the congregation.
- Par. 4. Recognizing that all good gifts come from above, members shall in the measure that God has prospered them contribute, according to their means, regularly and consistently to the financial support of the congregation, so that the general work of the ministry, missions, mercy and education can be effectively carried on by the congregation. (A 10% tithe is encouraged)
- Par. 5. Those members who due to poverty are limited in their ability to provide financial support to the congregation shall be exempted from the expectations of Par. 4 but are encouraged to donate of their time.

Section 3. – Associated Members

- Par. 1. Those members who wish to retain association with the congregation and provide financial support, but do not regularly attend worship services.

Section 4. – Rights and Privileges of Members

- Par. 1. The full discussion and deciding power of the affairs of the congregation belongs only to those members who are believing according to the

Scriptures and agree to comply with the Articles of Association and the By-Laws of the congregation.

Par. 2. Voting Members:

- Must have attained 16 years of age.
- Confirmation is encouraged for all members.
- Proxy voting is not permitted.

Par. 3. Members not eligible to vote are those who are:

- Under church discipline (As defined in Section 5).
- Negligent in the financial support of the congregation, except for poverty.
- Not in Compliance with the Articles of Association and the By-Laws of the congregation.
- No longer living in the area and who have not given notice of their intention to return nor provided any financial support during the current year.
- Associate members.

Section 5. – Church Discipline

Par. 1. In order to preserve the purity of doctrine, the Living Faith, peace and mutual love in this congregation, the church law as defined by the 18th chapter of Matthew shall be administered.

- A. To all those who seek to sow discord or disharmony within the congregation, when these intentions are evident, the Pastor and Elders along with the Board of Trustees are responsible to conscientiously and solemnly deal with the members as set forth in Matthew 18.
- B. If a Member of the congregation who has been so summoned fails to appear at the meeting without a valid excuse, the Pastor, Elders and the Board of Trustees may proceed with the meeting and make the decision.
- C. These meetings considering the church discipline shall be closed meetings excepting witnesses.

ARTICLE II. – ADMINISTRATION

Section 1. – Elders and Board of Trustees

Par. 1. Elders and Trustees shall be known for their Christian life and character and should be well qualified for their specific duties. They shall not have been a recent convert, but rather known for their life of faith and their support of the congregation. They must have been a supporting member of the congregation for at least one year.

Par. 2. Elders

- A. The office of Elder is established to oversee the ministry of the Word on the congregation as stipulated in this description. The duties, selection and functioning of those holding the office is defined herein.
- B. The administration of the spiritual affairs of the congregation shall be vested in the Pastor and Elders working in cooperation with the Board of Trustees.
 - The Pastor is one of the Elders
- C. The number of Elders will be determined by the qualifications of the men and their willingness to serve, but not to exceed five.
- D. The selection will be done by the Pastor(s) and approved by the Board of Trustees. ACTS 6:1-6
 - The term will be continuous unless acted upon by the Pastor and Board.
- E. Requirements:
 - a. 1 Timothy 3: 1-7, Titus 1:5-9, 1 Peter 5:1-4
 - b. He must be a member of the congregation for at least one year; likewise his spouse, if he is married.
 - c. He must establish and maintain regular attendance at worship services.
 - d. He must be an established financial supporter of the church.
 - e. He must actively serve in the duties and responsibilities according to his capabilities.
- F. Qualifications:
 - a. He must be a Christian, 30 years of age or older.
 - b. He must be cooperative with the congregation, Pastor and staff of the congregation.
 - c. He must peacefully abide by all decisions made in the congregation and encourage others to do likewise.
 - d. He must be able to keep in secrecy that which should not be discussed with others.
- G. Duties:
 - a. In accordance with the meaning of the Word and the practice of the New Testament, Elders are to be overseers of the congregation, especially considering the Bible verses indicated above.
 - b. The Elders are to be zealous to guard the unity of the Spirit within the congregation in bonds of love.
 - c. They shall serve as a council of advisors to the Pastor in matters pertaining to the spiritual welfare of the congregation.
 - d. They shall watch over the spiritual state of the congregation, shepherding as Pastors and assisting the Pastor.
 - e. They shall have a ministry of prayer and faith.
 - f. They shall serve with the Pastor to appoint the lay workers in ministry.
 - g. They shall serve on the nominating committee for members to the Board of Trustees.

Par. 3.

Board of Trustees:

- A. The administration of the temporal affairs of the congregation shall be vested in the Board of Trustees, herein called Trustees, and / or any official body which the congregation shall hereafter authorize, any or all to be delegated at its annual meeting.
- B. Requirements:
 - a. 1 Timothy 3:8-13, Titus 1:5-9, 1 Peter 5:1-4
 - b. He must be a member of the congregation for at least one year.
 - c. He must establish and maintain regular attendance at worship services.
 - d. He must be an established financial supporter of the church.
 - e. He must actively serve in the duties and responsibilities according to his capabilities.
- C. Qualifications
 - a. He must be a Christian 21 years of age or older.
 - b. He must be cooperative with the congregation, Pastor, and the staff of the congregation.
 - c. He must peacefully abide by all decisions made in the congregation and encourage others to do likewise.
 - d. He must be able to keep secrecy that which should not be discussed with others.
- D. The number of Trustees shall be no more than nine. They shall be elected for a term of three years each, in such a manner that three terms will expire and a like number be elected each year. After two terms (6 years), a Trustee is required to take a "Sabbatical Year", after which he/she can be re-nominated. If there are not enough qualified men willing to serve, women may be elected to serve. They must fulfill the same requirements.
- E. The Trustees at the next scheduled meeting after the annual meeting of the congregation shall elect from its members a Chairman, Vice-Chairman, Secretary, Vice-Secretary, Treasurer, and Vice-Treasurer.
- F. The Duties of the officers shall be such as usually pertain to these offices.
 - a. The duties of the Chairman are:
 - i. To preside at all meetings of the congregation and clearly present all matters for discussion,
 - ii. To ensure that the meeting is conducted orderly,
 - iii. To ensure that each voting member is given the right to freely speak, as desired,
 - iv. To preside over all Trustee meetings.
 - b. The duties of the Secretary are:
 - i. To record the minutes of all meeting of the congregation and of the Trustees,
 - ii. To oversee the correspondence relating to the business of the congregation.

- c. The Treasurer is responsible for the accounting of all monetary transactions involving the church. Those funds which have their own acting treasure or custodian of funds shall make annual accounting to the church Treasurer. The Treasurer shall make all disbursements by the direction of the Trustees. He shall
 - i. Keep records of all transactions
 - ii. Provide financial statements to the Trustees
 - iii. Provide a yearly report to the members at the congregation's annual meeting
 - iv. These duties may be assigned to the church office secretary, as directed by the Trustees.
 - v. The Treasurer or Vice-Treasurer will monthly audit the church records if this duty is assigned to the church office secretary.
- G. If any Trustee moves away, resigns, or for some other reason cannot fulfill his term of office, his un-expired term shall be filled by appointment of the Trustees to serve the un-expired term. This board appointed trustee will be presented for ratification at the next annual meeting.
- H. The Trustees shall appoint two congregation members, in addition to the Treasurer and Vice-Treasurer, to do the annual audit to assure that all financial transactions for the year are in conformance with the authorized budget, minutes of the Board of Trustees, auxiliary funds and the congregation's Articles of Association and By-Laws.
- I. The Trustees shall have charge of the property of the congregation and the general management of its business and fiscal affairs. It shall keep and preserve the records, files, and other property of the congregation. It shall not have the authority, however to make any individual purchases in excess of 5% (five) of the approved annual budget, unless authorized by the congregation.
- J. The Chairman and Secretary may be authorized by resolution to sign documents in behalf of the Trustees.
- K. Other duties of the Trustees shall be:
 - a. To look after the purity of the Christian doctrine, observe that the moral conduct and daily walk of the Pastor and Teachers are in accordance with: 1 Timothy 3:1-13, 2 Timothy 2: and 1 Peter 5:1-4.
 - b. To be vigilant in the diligent teaching and providing for the Christian education of the children and youth of the congregation, and to exercise supervision over all such activities.
 - c. To encourage and promote the cause of missions.
 - d. To promote the spirit of peace and good will among the members of the congregation and, if differences and

dissensions should arise, to endeavor to bring about harmony and mutual understanding applying Matthew 18:15-18.

- e. To consider all requests for membership in the congregation.
 - f. To exercise church discipline.
 - g. To see that the by-laws of the congregation are strictly adhered to.
 - h. To provide the congregation with a Pastor(s) during illness or absence of the Pastor.
 - i. To call guest speakers to serve the congregation. Members may request the Trustees to call for a guest speaker. The Trustees must act on the request. Guest speakers must meet the requirements set forth in Article III
 - j. To evaluate and negotiate working agreements with persons compensated or employed by the congregation and recommend their compensation as part of the annual budget for member's approval.
- L. To constitute a quorum of the Board, a majority of its Trustees shall be present.
- M. Trustees meetings will be held on the 2nd Tuesday of every month, unless otherwise decided by the Trustees.
- N. The Board of Trustees shall organize itself to provide for at least the following committees:
- a. Building, grounds and maintenance
 - b. Finance
 - c. Ministry
 - d. Pastoral Search (Only when necessary)
 - e. All these committees may include men and women from the congregation as qualified under Article II.

Par. 4.

Lay workers in ministry

- A. The Trustees and/or Pastor may at any time as deemed necessary appoint Laypersons, male and female, to carry out duties to be specified. Such appointments must be of those congregation members who meet the qualification as herein specified for Trustees.
- B. Lay speakers should meet the qualification of an Elder or have Trustee approval.

ARTICLE III. – The Pastor

Par. 1.

The Pastor of the congregation shall be a man whose soundness in the faith, aptness to teach, and other qualifications have been examined and approved by the congregation; who accepts and adheres to the doctrinal basis of the congregation; whose life and conduct are according to 1 Timothy 3:1-7, 2 Timothy 2, and 1 Peter 5 1-4.

- The Holy Bible MUST be held to be the inerrant Word of God

- Par. 2. The Duties of the Pastor shall be:
- A. To preach the Word of God and administer the sacraments according to the confessions of the congregation.
 - B. To devote himself to prayer and ministry of the Word – Acts 6:4
 - C. To visit the sick, the infirm, the destitute and afflicted and to exercise pastoral care among the members of the congregation.
 - D. To devote himself diligently to the instruction of the youth.
 - E. To comfort, instruct, reprove, admonish, and warn, both publicly and privately, the members of the congregation as the Word of God directs. 1 Timothy 2:1-7
 - F. To be ever mindful of his calling as a winner of souls, both within and without the congregation.
 - G. To keep and preserve accurate Church records of baptisms, marriages, funerals, confirmation, etc.
 - H. To exercise, together with Trustees, and Elders, necessary discipline in the congregation.
 - I. Conduct confirmation classes.
- Par. 3. In the exercise of his duties the Pastor(s) shall have the support and cooperation of the Trustees and Elders.
- Par. 4. When the Pastor desires to terminate his service he shall tender his resignation to the Trustees in writing, but shall, unless otherwise agreed, continue to serve three months.
- Par. 5. The term of office of the Pastor shall be continuous as long as he abides in the doctrine and love of the congregation. However, the congregation retains the right to elect a new Pastor provided it gives its present Pastor a three month notice.
- Par. 6. Charges against the Pastor of neglect of duty, false doctrine or unchristian conduct, if supported by three or more witnesses, shall be communicated in writing to the Secretary of the Board of Trustees, who upon receipt of same shall send a true copy to the Pastor. The offense shall be dealt with as prescribed in Article 1, Section 5, with the Chairman of Trustees acting in the place of the Pastor in the successive steps. Should he be found guilty and refuse to repent, he shall be immediately suspended from his office.
- Par. 7. The Pastor shall not reveal to any person that which has been confided to him by any individual in private confessions.

ARTICLE IV – Meetings:

- Par. 1. The annual meeting of the congregation shall be held during the last week of January, or on such date as the congregation shall mutually agree. The order of the meeting shall be:
- A. Chairman shall call the meeting to order.
 - B. Pastor shall lead in the opening prayer.
 - C. Chairman shall, if needed, appoint a recorder of motions.
 - D. Secretary shall read the minutes of the previous annual meeting.
 - E. Treasurer shall present the annual financial report.
 - F. Old business from the agenda.
 - G. Selection of members to the Board of Trustees.
 - H. New business from the agenda and/or floor.
 - I. Adjournment.
 - J. Benediction.
- Par. 2. A Nominating Committee will be chosen by the Elders and Trustees to select candidates for the Board of Trustees. The Nominating Committee shall be chosen by the Board of Trustees at the 1st November Board Meeting.
- The Committee shall consist of the Pastor(s), one Elder, one Trustee and two congregation members (1 male and 1 female).
 - The screening of candidates must be carefully done according to the qualifications specified in Article II.
- Par. 3. Congregation members may submit names to the Nominating Committee for consideration. The names must be submitted before the Nominating Committee Meeting.
- Par. 4. Special meetings of the congregation may be called by the Board of Trustees.
- Par. 5. Notices of all congregational meetings shall be posted and announced at regular Sunday worship service 14 days before the meeting shall be held. In case of a special meeting the subject of the meeting shall be stated in such notice.
- Par. 6. A majority of all votes cast shall be conclusive in all cases, unless otherwise provided, or other provisions are made in civil law. If votes for or against a given proposition are equally divided, the Chairman of the meeting may cast the deciding vote, otherwise the Chairman does not vote.
- Par. 7. At the end of each fiscal year a membership list will be compiled and posted on the bulletin board at least 14 days before the annual meeting. All who are so listed are entitled to vote, if present, at legally announced meetings of the congregation.

Par. 8. All members who are entitled to vote must be present at legally announced meetings of the congregation; otherwise they must be satisfied with the decisions of those present.

ARTICLE V – Elections:

Par. 1. The selection of Trustees shall take place at the annual meeting of the congregation.
-the Trustees will be chosen by voting for time for all 3 (three) new positions. The candidates will be selected by the Nominating committee.

Par. 2. No election for a Pastor can be held unless intent of such election is announced before the congregation four weeks (28 days) in advance of such election.

- a. Elders and Trustees will select a Pastoral Nominating Committee which will receive names of the qualified Pastor candidates from the congregation in a set period of time.
- b. The Nominating Committee will submit the received names of the proposed candidates to the elders and Trustees for their approval. At this time the work of the Pastor Nominating Committee will be terminated. Every effort shall be made to have one candidate for the office of pastor.
- c. Elders and Trustees will formulate a letter of solicitation (with by-laws attached to candidate only) to each of the proposed Board approved candidates and to the Trustees of his congregation.
- d. All Pastor Candidates who respond positively within a set time period shall be examined by the Elders and board and shall be given an opportunity to deliver at least two Sunday morning sermons after which he is to meet with the congregation for a question and answer session.
- e. After all Pastor Candidates have appeared before the congregation, the Elders and Trustees will meet at least once to evaluate and prayerfully recommend one of the candidates to be the Pastor of the congregation.
- f. Trustees shall not submit their choice to the congregation unless they themselves are in unanimous agreement with their decision.
- g. Any candidate for the office of Pastor must receive at least two-thirds of all votes cast, by the voting members of the congregation, in the election in order to be elected. Voting must be by secret ballot.
- h. If the candidate fails to receive the necessary majority at the election, a second election will be held two weeks later.
- i. After a candidate has been elected, a unanimous ballot will be requested from the floor.
- j. If two-thirds major is not achieved, the board may request a previous candidate; or start the process over again.

ARTICLE VI – Property Rights

- Par. 1. In case of schism in the congregation, its real and personal property shall belong to those who faithfully adhere to the Articles of Association and these By-Laws.
- Par. 2. The congregation, by and through its Trustees, may buy, sell and convey (or otherwise dispose of any of its real estate), but no such conveyance, encumbrance or purchase shall be made by the Trustees except when first authorized by resolution of the congregation, adopted by two-thirds majority vote of the members present; And, voting at a meeting thereof called for that purpose; notice of the time, place and object of which shall be given for at least four successive Sundays of which the congregation stately meets for public worship.
- Par. 3. This Church shall be open to all Apostolic Lutheran Pastors who adhere to the Articles of Association of the Apostolic Lutheran church of America, and the Articles of Association and By-Laws of this congregation.
- Par. 4. The congregation may rent, or allow the use of, the Church upon approval of its Trustees; but all usage of the church must be consistent with the Ministry of the Word of God and in accordance with the facility guidelines.
- Par. 5. If the congregation diminished to zero, or for some other reason is disbanded, the assets of the congregation shall be turned over to the Apostolic Lutheran Church of America.

ARTICLE VII – By-Law Amendments:

- Par. 1. By-Law amendments cannot be enacted at the meeting when proposed; but shall be acted upon at the next scheduled meeting of the congregation.
- Par. 2. A two-thirds majority vote of members present at a meeting is required to amend the By-Laws.
- Par. 3. All previous By-Laws, resolutions enactments of the congregation differing from, or in conflict with the Articles of Association and these By-Laws are hereby superseded and repealed.