

Constitution and Bylaws Of Ascension Lutheran Church Women, Medford, Oregon Women of the Evangelical Lutheran Church in America

NOTE

Portions marked with an asterisk (*) are needed to fulfill the criteria for membership.

The provisions of the Constitution and Bylaws that pertain to the same subject have been placed together. The two types of provisions are identified in the following way:

Constitutional provisions are printed in **bold** type.

Bylaws are printed in regular type.

Preamble

Mindful that our Lord Jesus Christ, the divine Head of the Church, made use of the service and devotion of women during the days of his earthly ministry, and desiring in our day likewise to follow and serve Him, we now with united effort dedicate ourselves to the furtherance of His kingdom by a stewardship of life and service to the glory of the triune God.

ARTICLE I—MEMBERSHIP AND NAME

***SECTION 1. Membership**

This congregational unit shall be a member of Women of the Evangelical Lutheran Church in America, hereinafter designated as “Women of the ELCA.”

***SECTION 2. Name**

The name of this congregational unit shall be Ascension Lutheran Church Women (ALCW), Unit of Women of the ELCA, hereinafter designated as “the unit”

ARTICLE II—STATEMENT OF PURPOSE

***SECTION 1. Purpose**

As a community of women created in the image of God, called to discipleship in Jesus Christ, and empowered by the Holy Spirit, we commit ourselves to grow in faith, affirm our gifts, support one another in our callings, engage in ministry and action, and promote healing and wholeness in the church, the society, and the world.

***SECTION 2. Commitment**

To accomplish the purpose of Women of the ELCA, women in this unit shall commit themselves to

- a. come together for study, support, and action;**
- b. participate in the ministry of Women of the ELCA beyond the congregation;**
- c. support financially the total program of Women of the ELCA; and**
- d. designate leadership that shall be in communication with the synodical and churchwide women’s organization.**

ARTICLE III—PARTICIPATION

***SECTION 1. Composition**

This unit shall be composed of those women who participate in activities that indicate a commitment to the purpose of Women of the ELCA.

***SECTION 2. Participation**

Participation in this unit shall be open to all women in the congregation and other women who subscribe to the purpose.

***SECTION 3. Congregational Membership**

Women elected to leadership in this unit and elected as delegates to a convention of the synodical women's organization shall be voting members of this congregation of the ELCA or a voting member of one of the congregations that compose this intercongregational unit.

ARTICLE IV—RELATIONSHIPS

***SECTION 1. Congregation**

This unit shall participate in the life and work of Ascension Lutheran Church and report to the annual meeting(s). It may report regularly to the congregational council(s).

***SECTION 2. Cluster or Conference**

This unit shall participate in activities within the Crater Lake Cluster or conference to which it is assigned.

***SECTION 3. Synodical Women's Organization**

In an interdependent partnership with the Oregon Synodical Women's Organization, this unit shall participate in the convention of the Oregon Synodical Women's Organization by

- *Item 1. Electing a delegate and an alternate to represent the unit; and**
- *Item 2. Cooperating in the process for nomination of officers and board members of the synodical women's organization.**

***SECTION 4. Churchwide Women's Organization**

- *Item 1. This unit shall participate in the process for nomination of delegates to the Triennial Convention.**
- *Item 2. This unit shall participate in the process of nomination of officers and board members.**

ARTICLE V—MEETINGS

SECTION 1. Program

Women of this unit shall come together regularly [monthly with circles setting their dates, times and format] for study, support, and action.

SECTION 2. Business

There shall be a business meeting(s)† held in December and April/May for purposes such as receiving reports, projecting plans, electing leadership, and adopting an annual budget.

† At least annually

ARTICLE VI—LEADERSHIP

SECTION 1. Leaders (Officers)

This unit shall have President, Vice President, Secretary, Treasurer and Mission Coordinator elected for a term of two years. The treasurer is exempt from term limits.

There shall be an executive board composed of:

Elected Officers:

- a) President (elected in odd yrs)
- b) Vice President (elected in even yrs)
- c) Secretary (elected in odd yrs)
- d) Treasurer (elected in even yrs)
- e) Mission Coordinator (elected in even yrs)

Leaders of all subgroups within the ALCW shall automatically be part of the executive board.

They shall be encouraged to attend all board meetings to facilitate planning and communication within the organization.

The responsibilities of the board shall be:

- a) Meet at least quarterly.
- b) Attend additional meetings as called by the President.
- c) Establish the general policies and aims of the ALCW.
- d) Transact necessary business between general meetings.

SECTION 2. Duties of Leaders (Officers)

- a) The president shall preside at general meetings and board meetings. She shall be a member ex-officio of all committees except the nominating committee and shall perform the duties established by the board.
- b) The vice president shall perform the duties usually pertaining to that office, such as presiding in the absence of the president, representing the organization as requested by the board, and other assignments.
- c) The secretary shall be the official recorder of the minutes of all meetings of the board and general meetings and shall perform such other duties as required by the board.
- d) The treasurer shall compile and record the income and expenditures of the organization and shall provide reports as required by the board.
- e) The mission coordinator shall assist the board in establishing and directing the mission growth of the ALCW in accord with the program of Women of the ELCA. She shall be responsible for organizing at least one activity during the year.

SECTION 3. Duties of the Unit Board

ARTICLE VII—PLANNING

SECTION 1. Program Areas and Goals

This unit shall engage in planning, giving attention to the program areas and goals established by Women of the ELCA

SECTION 2. Program Planning

The unit ALCW board shall be responsible for the total program planning, giving attention to the program areas and aims established by Women of the ELCA, in addition to supporting the needs of our own congregation.

ARTICLE VIII—NOMINATIONS AND ELECTIONS

SECTION 1. Nominating Committee

There shall be a Nominating Committee of at least three persons to present nominees for President and Secretary in odd years and Vice President, Treasurer and Mission Coordinator in even years for election by this unit.

SECTION 2. Elections

All elections shall be for a term of two years.

- a) There shall be an annual election, with officers beginning their term of office on January 1.
- b) Upon event of incompleteness of office, the president is empowered, with the agreement of the executive board, to appoint an officer to fill the vacancy until the next election.
- c) All subgroups within the unit (ALCW) shall appoint their own leader.

ARTICLE IX—FINANCE

SECTION 1. Fiscal Year

The fiscal year and the budget year for this unit shall be determined by this unit. January 1 through December 31.

SECTION 2. Administration

This unit shall develop and administer its own financial plan or budget that shall reflect support for the total program of Women of the ELCA.

SECTION 3. Transmittal

This unit shall transmit funds regularly in accordance with established procedures.

SECTION 4. Reports

This unit treasurer shall provide annual financial reports to participants.

SECTION 5. Financial accountability

An annual accounting compilation or review of this unit's financial records shall be conducted by a financial review committee of the unit.

ARTICLE X – DISSOLUTION CLAUSE

In the event of the dissolution of this congregational/intercongregational unit, any surplus property remaining after the payment of its debts shall be disposed of by transfer to the churchwide women's organization or its successor provided that said organization is, at the time of dissolution, a qualified organization as described in section 501(c)(3) of the Internal Revenue Service Code of 1986 or comparable provision, and, if not, to the Evangelical Lutheran Church in America or its successor, and, if not, to one or more organizations so qualified in such proportions as the leadership of this unit shall determine.

ARTICLE XI—BYLAWS AND AMENDMENTS

SECTION 1. Bylaws

This unit may adopt bylaws not in conflict with this constitution by a majority vote, provided they have been presented in writing at the previous meeting.

SECTION 2. Amendments

- Item 1. This constitution may be amended at any regular business meeting or special meeting of this unit by a two-thirds vote of the women present and voting, provided the proposed amendment has been presented at the previous meeting and is consistent with the purpose of Women of the ELCA.
- Item 2. Amendments to the bylaws may be adopted by the unit by a majority vote after having been presented at the previous meeting.
- Item 3. Whenever the secretary of Women of the ELCA officially informs the congregational/intercongregational units that the Women of the ELCA Triennial Convention has amended the approved Model Constitution and Bylaws for Congregational/Intercongregational units, whether by setting out alternate clauses or otherwise, such provisions shall be introduced at once into this constitution and notice of this action shall be forwarded to the synodical president.

ALCW Board 2010: Debbie Wright, President; Vicki Risner, Vice President; Kathy Bausano, Secretary; Jeanette Eliason, Treasurer and Shiena Polehn, Mission Coordinator

Approved at ALCW Semi-Annual Meeting, May 8, 2010

WELCA revised 2008