

St. Peter's Evangelical Lutheran Church
1933 Hanover Avenue, Allentown PA 18109

BY-LAWS

SECTION 1 – STATEMENT OF MISSION

Christ is the rock on which St. Peters is built. We are strengthened through caring and grow through sharing the grace and love of God.

(Adopted by the congregation, April 13, 2003.)

SECTION II – ORGANIZATIONAL STRUCTURE

1. The congregation shall have the following standing committees: Christian Education, Evangelism, Finance, Mutual Ministry, Property, Social Ministry, Stewardship, Worship and Music, and Youth Ministry.
2. Each standing will have as a part of its membership at least one person currently serving on council.
3. If it desires, the Congregation Council can, at any time, establish other committees or task groups.

SECTION III – CONGREGATIONAL MEETINGS

1. The regular congregational meeting shall be held bi-annually during the months of February and November or on a date determined by the Congregation Council.
2. Business at the February annual congregational meeting shall include reports of the Pastor(s), Director of Music, Congregation Council, officers, schools and organizations, and committees of the congregation as well as any other old or new business.
3. Business at the November annual congregational meeting shall be the election of council members, Nominating Committee, Cemetery Board; and adoption of the fiscal budget.

SECTION IV – MEMBERSHIP

1. Upon recommendation of the Pastor(s), new members shall be approved by a majority vote of the members present in a meeting of the Congregation Council.
2. The names of newly accepted members shall be publicly announced at a service succeeding their acceptance.
3. Letters of membership transfer or of good standing shall be issued only upon approval by a majority vote of the Congregation Council present in meeting.

SECTION V – CONGREGATION COUNCIL

1. Nominations for council membership shall be made by the Nominating Committee. One nominee shall be presented for each vacancy to be filled. Additional nominations may be made from the floor, in which case elections shall be by written ballot. The nominees receiving the most votes cast shall be elected.
2. Regular monthly meeting dates are to be decided by the Congregation Council members.
3. For the purpose of administering the discipline provided in the constitution, the Congregation Council shall have power to cite any member of the congregation to answer charges brought or to give testimony as the case may require.
4. The following shall constitute the order of business:
 1. The Prayer
 2. Roll Call
 3. Action on excuses for absence
 4. Reading of the Minutes
 5. Report of the Treasurer
 6. Report of Financial Secretary and Granting of Orders
 7. Report of the Pastor(s)
 8. Reception of Petitions and Communications
 9. Reports of Standing Committees
 10. Report of Special Committees
 11. Other Official Reports, if any
 12. Old Business
 13. New Business
 14. Adjournment, with prayer.

SECTION VI – CONGREGATION COUNCIL OFFICERS

1. The President, the Vice-President and the Secretary shall be elected from the membership of the Congregation Council. The other officers, if not members of the council, shall be accorded the privilege of voice without vote in its meetings.
2. The President shall preside at meetings of the Congregation Council. In the event of the President's inability to serve, the Vice-President shall preside.
3. The Vice-President shall chair the Executive Committee.
4. The Secretary shall keep accurate minutes of all meetings of the congregation and of the council in a volume provided by the congregation, which shall be preserved permanently in its archives.
5. The Financial Secretary shall receive and keep record of all income from contributing members and other sources.
6. The Treasurer shall keep the books of account of the congregation; and shall receive from the Financial Secretary all funds and disburse them on proper orders, making monthly remittance of benevolence receipts to the treasurer of the synod.

7. The Treasurer and the Financial Secretary shall make written reports of all financial transactions to the Congregation Council monthly and to the congregation at its annual meetings. All financial officers shall give corporate surety, in amounts determined by the Congregation Council, for which the premium shall be paid by the congregation. Fidelity coverage provided by the Evangelical Lutheran Church in America shall be deemed a fulfillment of this requirement.

SECTION VII – ST PETER’S UNION CEMETERY

1. The joint management of the church cemetery shall be in the hands of a board of trustees consisting of six (6) persons, three from each congregation. Their term of office shall be three (3) years, one of whom shall be elected annually at the annual congregational meeting. In case of a vacancy the same shall be filled by the Congregation Council.
2. Any member of good standing and his/her children shall have the right to use the church and cemetery in case of death.

SECTION VIII – AMENDMENTS

Amendments to these By-Laws may be made by presentation in writing to the Congregation Council and reading at a public service prior to the meeting of the congregation at which time they are to be considered. A two-thirds vote of the voting members who are present and voting shall be necessary for the adoption of amendments to these By-Laws.

Revised & Approved – January 2015