



Constitution and Bylaws
Spirit of Hope
Lutheran Church
Parker, Colorado

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Constitution of Spirit of Hope Lutheran Church

Parker, Colorado

Preamble

As members of the priesthood of all believers, called by the Holy Spirit to confess the gospel of our Lord Jesus Christ in its purity, we give thanks for God's continual faithfulness and, by adopting this constitution, form this fellowship and congregation, uniting to carry out God's mission in the name of the Father and of the Son and of the Holy Spirit.

Article 1 - Name and Incorporation

1.01. The name of this congregation shall be Spirit of Hope Lutheran Church. For the purpose of this constitution, Spirit of Hope Lutheran Church hereinafter may also be designated as SoHLC or "this church."

1.02. SoHLC is incorporated as a non-profit organization and its Articles of Incorporation have been filed under the State of Colorado Revised Statutes.

Article 2 - Statement of Faith

2.01. We believe and teach the Bible is the inspired Word of God and the sole authoritative source and norm of the church's proclamation, faith and life. The Bible is true, reliable and dependable for believing and living as followers of Jesus Christ. *(2 Timothy 3:16-17)*

2.02. We believe, teach and confess God has revealed himself to us as the Father, Son, and Holy Spirit.

a. God is Creator of us and all that exists expressing his power through what he has created. *(Genesis 1:1, 26, 27, 3:22; Psalms 90:2; Colossians 1:16)*

b. Jesus Christ is Savior and Lord who was "conceived by the power of the Holy Spirit and born of the Virgin Mary. He suffered under Pontius Pilate, was crucified, died and was buried. He descended to the dead (or into hell). On the third day he rose again. He ascended into heaven and is seated at the right hand of the Father. He will come again to judge the living and the dead." *(Matthew 1:22, 23; Isaiah 9:6; John 1:1-5; 1Cor.15:3, 4; Romans 1:3, 4; Acts 1: 9-11; 1 Timothy 6:14, 15; Titus 2:13)*

c. The Holy Spirit is the presence and power of God at work in the world. The Spirit is at work in convicting sinners of their need for God's grace, and in empowering people for effective Christian living. *(2 Corinthians 3:17; John 16:7-13, 17; John 14:16, 17; Acts 1:8; 1 Corinthians 2:12, 3:16; Ephesians 1:13, 5:17-21; Galatians 5:25)*

2.03. We believe and teach men and women were originally created good in the image and likeness of God, rebelled against God which led to their alienation from God and the corruption of their spiritual nature which renders them sinful and incapable of saving themselves. (*Genesis. 1:27; Psalms 8:3-6; Isaiah 53:6; Romans 3:23; Romans 5:14*)

2.04. We believe, teach and confess salvation describes God's activity in restoring us to a right relationship with himself, saving us from the eternal consequences and power of sin. Out of his gracious love God offers us salvation and eternal life through the life, death, and resurrection of Jesus Christ. We are saved by God's grace through faith in Jesus if we repent of our sins, and believe and trust in Christ as Savior and Lord. (*John 3:16; John 14:6; Romans 6:2; Ephesians 2:8-9; Acts 3:19; Acts 17:30*)

2.05. We believe it is through the law that God creates order in the world, establishes 'what is right' and reveals how we should live to please him. The law also reveals our sinfulness and need for a savior. It is through the Gospel promise "Christ has satisfied and paid for all guilt" that God brings comfort and gives life through the message of forgiveness and salvation in Jesus. (*1 Timothy 1:9; Roman 3:20; Psalm 119:9; Romans 8:3*)

2.06. We believe and teach the Christian life is one of dependence on the Holy Spirit, who equips people with wisdom, discernment and power to do the will of God. The Christian life is expressed in responsible management of resources, in behavior that reveals the Gospel and in action that helps prevent and alleviate suffering. (*John 13:34-35, John 15:5, Ephesians 2:9-10, Galatians 5:22-23*)

2.07. We believe the Church is the people of God, the Body of Christ, created and sustained by God himself. All Christians are part of the church universal (catholic). (*Colossians 1:18, Ephesians 4:11-12, Hebrews 10:25*)

2.08. We believe Baptism is a sign and means of incorporation into the Christian life and the Church. Through Baptism God makes us his own as we are joined with Christ and with his people. (*Matthew 28:19-20, Romans 6:1-11*)

2.09. We believe Holy Communion is the meal of grace that God uses to reassure, renew, and strengthen us in our relationship with him. We teach that in and with the bread and wine of this Sacrament we receive the Body and Blood of Christ for the forgiveness of our sins. God fills us with the life and presence of Christ through this precious meal. (*Matthew 26:26-29, 1 Corinthians 11:23-25*)

2.10. We believe, teach and confess the words of the Apostles' Creed that Christ "will come again to judge both the living and the dead," and we believe in "the resurrection of the body and the life

everlasting." We do not fear the future. "Nothing will be able to separate us from the love of God in Christ Jesus our Lord." (*Romans 8:39; 1 John 4:16-19*)

2.11. This Statement of Faith will be included in a comprehensive teaching document of Core Beliefs approved by the Church Board and maintained as a continuing resolution.

Article 3 - Purpose

The purpose of Spirit of Hope Lutheran Church is to create a community of Christian love (John 13:34-35) that holds to a high view of and use of Scripture (2 Timothy 3:14-17), serves God and others (Luke 10:25-37) and is committed to sharing the Gospel (Matthew 28:19-20).

Article 4 - Membership

4.01. Spirit of Hope Lutheran Church charter members of confirmation age and those who are confirmed at SoHLC will be designated confirmed members. Any baptized individual may submit a request to become a confirmed member of Spirit of Hope Lutheran Church by declaring, on a form designated by the Church Board, to be bound by the constitution and bylaws of this church and to be in agreement with Spirit of Hope Lutheran Church Values and Core Beliefs. Confirmed membership shall become effective upon completion of a new member class, recommendation by the pastor, approval of the Church Board and welcoming by the congregation.

4.02. Confirmed members of the congregation are entitled to all of the rights, privileges and obligations of membership, as provided in the constitution and bylaws of this church.

4.03. Confirmed membership privileges may be terminated by the Church Board with a majority decision after appropriate steps have been taken to discipline and/or reconcile. Members whose privileges have been so removed and those who have not participated in the life of the church during the preceding year will be removed from the membership roll at the discretion of the Church Board in advance of the annual meeting. Those who resign will be immediately removed from membership.

4.04. (added 1-29-12) Should a person desire to have a recognized formal relationship with Spirit of Hope yet retain a regular membership in another Christian congregation that person may become an Associate Member of the congregation. The process for becoming an associate member will be determined by the Church Board and the requirements will be consistent with those for regular membership. Associate Members shall have neither voice nor vote in regular or specially called meetings of the congregation, but in all other ways may participate in the life of the congregation and are encouraged to do so.

Article 5 - Governance

5.01. Subject to the limitations imposed by the constitution and bylaws of this church or by operation of public law, the authority to manage the affairs and business of this church and all decision-making shall reside in the Church Board.

5.02. Consent (approval) of the congregation is required for those Church Board actions so specified in this constitution and its bylaws and may otherwise be requested by the Church Board.

5.03. Those who have been confirmed members for a minimum of one year and who are at least 21 years of age are eligible for nomination to the Church Board. Nominees will be evaluated by the Church Board with respect to 1 Timothy 3, Titus 1:5-9, 1 Peter 5:1-4, and will be in agreement with Spirit of Hope Lutheran Church Constitution, Bylaws, Values and Core Beliefs. Board members will be selected as specified in the bylaws.

5.04. The congregation shall hold one regular meeting annually and special meetings as provided for in the bylaws.

Article 6 - Affiliation

6.01. Spirit of Hope Lutheran Church will operate as an independent Lutheran church, or as a member of a Lutheran church body (or bodies), as the Church Board and congregation so decide.

6.02. A decision to join a Lutheran church body shall require a two-thirds (2/3) vote of the Church Board and a two-thirds (2/3) majority consent of the congregation's confirmed members present and voting at a regular or special meeting of the congregation called pursuant to the bylaws. A decision to disassociate from a Lutheran church body shall require a majority vote of the Church Board and majority consent of the congregation's confirmed members present and voting at a regular or special meeting of the congregation called pursuant to the bylaws.

Article 7 - Pastors

7.01. Only pastors who are in agreement with the Spirit of Hope Lutheran Church Constitution, Bylaws, Values and Core Beliefs, and meet the requirements for certification or contract call for the Lutheran church body (if any) with which this church is affiliated may be called and retained as pastors for Spirit of Hope Lutheran Church.

7.02. A pastoral call will be issued with at least an 80% majority vote of the Church Board and consent of the congregation by a two-thirds (2/3) majority vote of confirmed members present and voting at a meeting of the congregation called pursuant to the bylaws.

7.03. Termination of a pastoral call will occur at the request of the pastor or by decision of a majority of the Church Board with consent of the congregation by a majority vote of the confirmed members present and voting at a meeting called pursuant to the bylaws.

Article 8 - Title to Property

Title to all real and personal property acquired by this church shall be held in the name of Spirit of Hope Lutheran Church, a Colorado nonprofit corporation. Contracts relating to the purchase, sale or encumbrance of real estate, and any leases, deeds or mortgages, shall be approved by a 2/3 vote of the Church Board and executed by the officers with majority consent of the confirmed members present and voting at a meeting called pursuant to the bylaws.

Article 9 - Amendment of the Constitution and Bylaws

9.01. A proposed amendment to this constitution and/or bylaws may be initiated by the Church Board. The adoption of any amendment to this constitution shall require a unanimous decision of the Church Board and two-thirds (2/3) consent of the confirmed members present and voting at a regular or special meeting of the congregation called pursuant to the bylaws. The adoption of any amendment to the bylaws shall require a unanimous decision of the Church Board and majority consent of the confirmed members present and voting at a regular or special meeting of the congregation called pursuant to the bylaws.

9.02. The Church Board shall give notice to the confirmed members of the congregation specifying the amendment or amendments to be considered, and the notice shall be given at least fifteen (15) days in advance of the meeting.

Article 10 - Continuing Resolutions

10.01. The Church Board will enact continuing resolutions in order to define ministries, establish processes or to otherwise describe work or projects of the church. Such continuing resolutions may not conflict with the constitution or bylaws of this church.

10.02. Continuing resolutions shall be enacted or amended by a two-thirds (2/3) majority vote of the Church Board at a meeting called pursuant to the bylaws.

Article 11 – Dissolution of the Congregation

Upon dissolution of this church, and after paying or making provision for the payment of all of the liabilities of the corporation, assets of the corporation will be disposed of by distributing any such remaining assets to nonprofit Christian organization(s) so long as such organization(s) at that time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code

Bylaws of Spirit of Hope Lutheran Church Parker, Colorado

Bylaw 1- The Church Board

B1.01. There shall be six lay members of the Church Board, who shall be selected by unanimous decision of the Church Board. Eligible members may volunteer or (with their consent) be nominated by any confirmed member no later than three months prior to the annual meeting. The names of those nominated will be announced to the congregation so that the membership has the opportunity to provide input to Board members. The Church Board will interview and otherwise evaluate nominees to ensure constitutional criteria are met and pray for discernment in selecting those that best meet Spirit of Hope's needs. Each board member shall serve a two-year term and shall hold office until the selection of a successor. Board terms shall be staggered as evenly as is practicable, so that normally three members of the board are selected each year. Until a successor board member has been selected and approved, the board member to be replaced or succeeded shall continue in office, unless the member has been removed. The senior pastor of the congregation shall be the seventh board member and is expected and entitled to attend and participate in all Church Board activities other than a meeting to suspend the pastor and shall have a vote.

Should the congregation be without an active pastor, the board will appoint a seventh member to serve until the next annual meeting. Should the pastoral office be filled or reactivated, there will be eight voting members on the board until the next annual meeting upon which time the board will revert back to seven members including the senior pastor.

B1.02. Meetings of the Church Board may be called by the senior pastor, the president or any three members of the Church Board by giving notice to all of the other board members of the date and time of the meeting. The notice may be given by mail, telephone, electronic mail, facsimile transmission, or in person. If a meeting schedule is adopted by the Church Board, or if the date and time of a Church Board meeting has been announced at a previous meeting, no formal notice is required. The Church Board may go into executive session as necessary to discuss issues considered sensitive or confidential.

B1.03. A majority of the board members currently holding office is a quorum for a meeting to transact any business.

B1.04. Any action that requires a Board decision before the next scheduled meeting may be taken by written action signed by the number of board members that would be required to take the same action at a meeting of the Church Board at which all members were present, provided all members of the board

receive notice of the text of the written action. Signatures may be communicated electronically (for example by electronic mail or facsimile).

B1.05. A member of the Church Board may be removed by a two-thirds vote of the remaining Church Board members following written notice to the board member that removal will be considered.

B1.06. Vacancies on the Church Board resulting from the resignation, inability to serve, or removal of a board member may be filled by unanimous vote of the remaining board members. Each board member appointed under this section to fill a vacancy holds office for the remainder of the predecessor's term.

B1.07. The Church Board shall appoint a treasurer and financial secretary and shall establish policies for such functions as the financial accounting, insurance, property management, investment, and money management systems of the congregation, including a periodic audit of all such functions.

B1.08. (amended 1-29-17) The Church Board will appoint a financial team to prepare an annual budget for the board to approve and present for consent of the congregation by majority vote of confirmed members present and voting at a regular or special meeting called pursuant to the bylaws. The total annual budget may not be exceeded by more than 10% without majority consent of the congregation at a special meeting called for that purpose. The budget will include a benevolence amount of 10% of general operating income or greater to be distributed among ministries/charities selected by the Church Board.

B1.09. The Church Board will provide procedures for the hiring/removal of necessary paid lay staff other than pastors and set their salaries.

B1.10. Church Board members are expected to be visible participants in worship and ministry of the congregation and to make themselves available to the membership as a resource for both organizational and spiritual concerns.

Bylaw 2 - Officers

B2.01. The Church Board shall have as officers a president, vice president and secretary to perform duties as specified in these bylaws. The Church Board may remove any officer by a two-thirds majority vote.

B2.02. The president may be the senior pastor or a board member appointed by the senior pastor. The vice president and secretary shall be elected by the board from among the board's members to serve a one-year term.

Should the pastor be incapacitated and therefore unable to act as president and/or appoint a president, or should the congregation be without a pastor, the president will be selected by a 2/3 majority vote from among the board's remaining members. This president will serve until the next annual meeting.

B2.03. The president shall preside at all meetings of the congregation and the Church Board, coordinate the work of ministry teams and carry out the purpose as set out in the constitution, bylaws, and resolutions. He or she will deliver an annual report to the congregation and if a lay person, execute letters of call on behalf of the Board and congregation.

B2.04. The vice president will perform the duties of the president in the president's absence, incapacity, or at the president's request. If the senior pastor is president the vice president will execute letters of call on behalf of the Board and congregation.

B2.05. The secretary shall serve as the recording officer of the Church Board, keep the minutes, have responsibility for records, rosters, archives, and other documents of the congregation and such other duties as may be assigned to the secretary by the Church Board.

B2.06. Should the president resign or be unable to serve, the vice president shall be charged with the responsibilities of the president until the election of a new president or until the president is able to serve again. Should the vice president or secretary resign or be unable to serve, the president shall arrange for the election of a new officer by the Church Board to fulfill the responsibilities of the position.

Bylaw 3 - Meetings of the Congregation

B3.01. The Church Board shall give at least fifteen (15) days written notice of the agenda, date, time and place of a regular or special congregational meeting. Any written notice of a regular or special congregational meeting shall be sent electronically or by mail to any address designated by a member of the congregation and shall be announced at each worship service held during the notice period.

B3.02. An annual meeting and, as necessary, special meetings of the congregation will be called by the Church Board. Only matters specified in or germane to the agenda of the annual or special meeting may be considered at the special meeting.

B3.03. A quorum for conducting business at a regular or special meeting of the congregation shall be 20% of the confirmed members of the congregation as of the date of notice of meeting, or 50 voting members of the congregation, whichever is lower. Attendance shall be in person or online in real time through an online platform provided by the church.

B3.04. Except as otherwise provided by the constitution, bylaws and resolutions of this church, rules of parliamentary authority as set forth in the current edition of Robert's Rules of Order shall govern the meetings of this church and the Church Board.

Bylaw 4- The Pastoral Office

B4.01. The Church Board shall have the authority to issue a call to a pastor to serve the congregation and shall adopt a resolution describing the process to be followed. The following sets the call committee and Board requirements.

B4.01.1. In the event of a Pastoral retirement, resignation, termination, death, or Long-Term Disability that is expected to prevent the Pastor from returning to full duties, the Board shall by a two-thirds affirmative vote select a five-member Call Committee. The Committee should consist of representatives from a cross section of the congregation's demographics and must consist of two Board members and three members of the congregation at large (that are not members on the Board).

B4.01.2. The Board will determine the requirement for acceptance of a candidate with input from the Call Committee. It is recommended that the Church Board and Call Committee work within the guidelines set forth by Lutheran Congregations in Mission for Christ (LCMC).

The Call Committee is responsible to keep the Board and Congregation informed during the process of a Call. The Call Committee is to recommend a candidate solution to the Church Board with a four-fifths (80%) affirmative vote. Once the Church Board has approved the pastoral candidate by at least an 80% majority vote, the Call Committee will negotiate a call package within parameters approved by the Church Board and will then draft a letter of call to be presented to the Church Board for approval. The Church Board has the right to make changes and additions to the letter of call. Once the letter of call is approved by the Church Board by at least an 80% majority vote, the letter of call will be presented to the congregation at least 15 days prior to a congregational meeting at which the congregation will vote on the decision to formally extend a call to the pastoral candidate. The congregation will issue the call with a 2/3 majority vote of confirmed members present and voting at a meeting of the congregation called pursuant to the bylaws. Attendance shall be in person or online in real time through an online platform provided by the church.

B4.02. The Church Board shall have the authority to terminate a pastoral call after written notice to the pastor and the congregation that a congregational meeting will be held to uphold such termination. Any such termination may occur only upon consent of the congregation at a meeting held at least thirty (30) days after written notice that such congregational meeting will consider call termination. With congregational consent, the action of the Church Board is final, and the call shall terminate.

Adopted 5-16-2010 – Last update 1-31-21

B4.03. In the event of pastoral conduct negatively affecting the ability of a pastor to serve the congregation, including but not limited to the commission of criminal activities or other conduct unbecoming a pastor, the Church Board, by a two-thirds majority decision, may immediately suspend a pastor of this church, with or without pay, pending further proceedings.

Bylaw 5 - Affiliation

Spirit of Hope is affiliated with Lutheran Congregations in Mission for Christ (LCMC) and is in agreement with the LCMC Statement of Faith and Ministry Standards.

Bylaw 6 - Amendment of Bylaws

The bylaws of this church may be amended pursuant to the provisions of the Constitution of Spirit of Hope Lutheran Church.

Summary of Changes

Amended by Congregation (4.04 Added)	January 29, 2012
Amended by Congregation (B1.08 Amended)	January 29, 2017
Amended by Congregation (7.02 Amended)	January 31, 2021
Amended by Congregation (B1.01 Amended)	January 31, 2021
Amended by Congregation (B2.02 Amended)	January 31, 2021
Amended by Congregation (B3.01 Amended)	January 31, 2021
Amended by Congregation (B3.03 Amended)	January 31, 2021
Amended by Congregation (B4.01 Amended)	January 31, 2021
Amended by Congregation (B4.01.1 Added)	January 31, 2021
Amended by Congregation (B4.01.2 Added)	January 31, 2021
Amended by Congregation (B4.03 Amended)	January 31, 2021