2020 ANNUAL
ANNUAL CONGREGATIONAL MEETING PACKET

FEBRUARY 9, 2020
10:10AM

Note:
In addition to the
2020 Annual Congregational Meeting Packet
also see:
2019 Operations and Finance Reports
and the
2019 Ministry and Committee Reports

These three documents together comprise the entire
2019 Annual Report

1234 N. Arlington Heights Road • Arlington Heights, Illinois 60004
www.oursaviours.org
Litany

L. Gathering together as God's people in this place, may we always be aware of your presence in our midst.

C. Lord, may we always be aware of your presence.

L. Knowing that the Word is our light, may we continue to grow in our scriptural and confessional understandings.

C. Lord, may our minds continue to grow in your word.

L. Recognizing that stepping out in faith is not easy, we ask that you give us strength, O Lord, to listen and be bold and daring.

C. Lord, give us the patience to listen and the strength to be bold and daring.

L. While we strive to know ourselves and your will for us, may we build our relationships with our brothers and sisters in Christ.

C. Lord, help us to build faith-filled and healthy relationships with others.

L. Recognizing that we are often the ones asking, “And who is my neighbor?,” may we open our eyes, ears and hearts to all those in the community in which we live.

C. Lord, may we always be open to those in the community in which we live.

L. Recognizing the importance of Moses, the prophets and disciples, may we work together to accompany and raise up leaders for your church.

C. Lord, may we have the insight, encouragement and skills to raise up courageous leaders.

L. Recognizing the many gifts you have entrusted to us, may we use these gifts to do your work in the world today.

C. Lord, may we use the gifts entrusted to us to do your work.

L. Let us pray. As we strive to be your church of the present and the future, may we nurture a spirit of collaboration and solidarity. May we all be partners in sharing the gospel and believing in Jesus Christ crucified and risen for the life of the world.

C. Amen.
2020 ANNUAL MEETING AGENDA
FEBRUARY 9, 2020
10:10AM

• Call to Order

• Opening Prayer

• Description of Meeting

• Receive Quorum Report

• Thank You’s, Celebrations, and Visions

• Approval of Minutes – 2019 Congregational Meeting (pages 4 - 6)

• Election of Council Members and Assembly Voting Members
  (Nominating Committee Report, pages 7 - 8)

• Resolution #1 Approval of ELCA Constitutional Changes
  Amendments to the “Model Constitution for Congregations”
  as approved by the 2019 Churchwide Assembly (pages 9 - 21)

• Approval of all Proposed 2020 Budgets (pages 22 - 24)

• New Business

• Adjournment

• Closing Prayer

• Recessional
Call to Order, Introductions, and Adoption of Agenda
The Annual Meeting of Our Saviour's Lutheran Church was called to order at 10:10 am on February 10, 2019 by Congregation Council President Erin McLaughlin. Council President appointed Parliamentarian Doug Harrison, Head Teller Terry Daulton and Secretary Andrea Naughton. A motion to adopt the agenda was made and seconded. All members of Our Saviour’s in attendance were in favor and the motion carried.

Opening Prayer
Reverend Gail Heidtke opened with prayer.

Description of Meeting
Erin McLaughlin offered a brief description of the purpose of the meeting and summary of the Listening Posts held prior, thanking those who attended for their input.

Receive Quorum Report
Head Teller Terry Daulton reported meeting attendance of over 205, exceeding the 146 needed to establish a quorum.

Thank You, Celebrations, and Video
Congregation Council Vice President Mark Fasick highlighted some of the blessings experienced at Our Saviour’s during the past year, including new members, children baptized, staff additions and giving to various outreach programs.

Erin McLaughlin thanked the pastors and lead team for their hard work, she also thanked the staff and her fellow council members for the variety of ways served.

Reverend Pete Warmanen introduced the video put together for the stewardship campaign in fall 2018.

Approval of Minutes from 2018 Congregation Meeting
A motion to approve the minutes from the February 11, 2018 Annual Meeting was made and seconded. No discussion, a vote was called and the motion carried.

Election of Council Members and Assembly Voting Members
Erin McLaughlin recognized members of Council: Janet Boryk, Mark Fasick (Vice President), Paula Kruty, Patricia McLean, Andrea Naughton (Secretary), Jim Schleker, Anthony Passanante, Michael Sabbath, and the Reverend Pete Warmanen, thanking them for their service and indicating Andrea Naughton and Michael Sabbath were retiring from the Council.
Nominating Committee Co-Chairs Susan Erickson and Kelly Beerheide presented their report. First they thanked the other members of their committee: Bruce Cruz, Michael Haupt, Jennifer Romano and Michael Sabbath. They presented three new candidates for Council: Matt Guidera, Mark Langguth and Ron Smith; Jim Schleker for re-election to a two year council term and candidates to represent Our Saviour’s Lutheran Church at the Metropolitan Chicago Synod Assembly: Eric Draut, Kathie Gannegan, Karen VanLandeghern and Bill Little.

Erin McLaughlin asked for a motion to accept the report of the Nominating Committee. A motion was made and seconded. No additional nominations were received from the floor, so Erin called for a voice vote to close nominations. All were in favor and the motion carried. Erin McLaughlin then asked for a motion to approve the Council Members recommended in the Nominating Committee report. A motion and second were received from the floor. No discussion, a vote was called, all being in favor the motion carried. Finally Erin McLaughlin asked for a motion to approve the Synod Assembly delegates recommended in the Nominating Committee report. A motion from the floor was received and seconded. There again being no discussion, a voice vote was called; all were in favor; the motion carried.

**Resolution #1 - Approval of Changes to the Bylaws**

Vice President Mark Fasick read the resolution as printed in the Annual Report:

RESOLVED, that the Bylaws of Our Saviour’s Lutheran Church shall be modified to include the changes set forth in Exhibit A attached hereto. The foregoing modifications shall be effective immediately if ratified by a simple majority at this Congregation meeting.

The resolution was seconded from the floor. There being no discussion, a voice vote was called. All were in favor and the resolution passed.

**Resolution #2 - Solar Energy**

Jim Valentine, COO, gave a brief report on the Resolution for Solar Energy; several brief questions were posed about maintenance of the panels, panel replacement and the aesthetics of the panel on the building once installed. Andrea Naughton read the resolution as printed in the Annual Report:

RESOLVED to give the Congregation Council the authority to enter into a contract with GRNESolar Solutions to add an 110kW solar system to the church’s flat roof at a cost not to exceed $230,000, contingent on receiving Illinois SREC grants and ComEd rebates;

And be it further resolved, to give the Congregation Council the authority to apply for a loan of $20,000 from the interest free Metropolitan Chicago Synod Energy Loan Fund;

And be it further resolved, to borrow, without interest, up to $210,000 from internal church funds, including: $65,000 from dedicated accounts, $55,000 from the Ministerial Loan Fund, $25,000 from the Memorial and
Special Gifts Fund, and $65,000 from the Building, Maintenance and Improvement Fund;

And be it further resolved, to launch a one-time “buy-a-panel” fund raiser to receive donations towards this project;

And be it finally resolved, to give the Congregation Council the authority to pay off the above loans using donations from the fundraiser, SREC and rebate funds, and annual savings on our electric bill in the unified budget on at time table that shall not exceed eight years.

The resolution was seconded from the floor. There being no further discussion, a voice vote was called, and the resolution passed.

Approval of all Proposed 2019 Budgets
Erin McLaughlin asked the Congregation to consider the budgets for 2019 as presented in the Annual Report and summarized in the meeting packet. A motion to accept the budget as presented was made and seconded from the floor. There was no discussion. A voice vote was called, no objections and the motion carried.

New Business
Pastor Pete Warmanen talked about a “What’s the Spirit Up To” meeting he will hold in the future, he’ll reveal Pete’s 2020 vision, explore further connections inside and outside the church, expand details on the new ministry/AMC Ruach, explain how our new computer system Realm will further connect church members, and continue to look at how we connect to each other, the Son and the sun.

This section of the meeting closed with song: “Here Comes the Sun”.

Adjournment
The meeting was adjourned with no objections.

Closing Prayer
Pastor Pete Warmanen offered the closing prayer. We concluded by singing the third verse of “We are Called.”

Respectfully submitted,

Andrea Naughton
Council Secretary
NOMINATING COMMITTEE REPORT, 2019

Nominating Committee members:
Heather Frank, Jen Johnson, Kim Lawson, Erin McLaughlin, Liz McKay, Gregg Sadlon
and Doug Wagner

Mission
Our committee was tasked with recruiting, interviewing and/or selecting the following:
• Six nominees for Our Saviour’s Congregation Council:
  • Four new members, to serve a 2-year term in replacement for council members completing their terms.
  • Two existing Council Members for a second 2-year term
• Four nominees for voting members for the 2020 ELCA Synod Assembly.

Process
We began work in August and concluded in November. After determining characteristics required for the positions, in accordance with Our Saviour’s governing documents, our committee members drafted a request for nomination. The request was distributed through various communication vehicles within the church. The Committee also contacted prospective candidates to describe the positions and determine interest. The summary from the 2018 committee was used to follow-up with those who had indicated a future interest. The committee created a questionnaire for interested persons to complete. We then interviewed interested candidate and agreed to a final list of nominees to present to Council. Council unanimously approved the slate of candidates for election.

Recommendations
As a result of our process, we strongly recommend the following nominees for election:

Council Nominees to serve their first 2-year term
• Vince Iuorio
• Roberta Lutton
• Jamie McKay
• Patricia Murakami

Council Nominees to serve their second 2-year term
• Janet Boryk
• Paula Kruty

Nominees to represent Our Saviour’s at the 2020 ELCA Synod Assembly:
• Kathy Gannegan
• Kathy Hendrickson
• David Lawson
• Bill Little
Summary of Nominees for New 2-year Council Terms
All the new council nominees are active members of Our Saviour’s who share a strong passion for contributing meaningfully to the bright, prosperous future of our church. A brief summary of their backgrounds follows:

- **Vince Iuorio** – Vince has been a member for over fifteen years. He has taught Sunday school and chaired the Nominating Committee. Vince values a life balanced with faith, family, wellness, friends and career. His business expertise will be an asset to Council. Vince will bring energy, enthusiasm, pragmatism, humor and grace to his role on Council.

- **Roberta Lutton** – Roberta (Bobby) has been a member for about 4 years. Once joining Our Saviour’s she jumped in and joined the Welcome team, participated in the Tuesday Morning Circle, is a member of choir and a Friendship caller. She is committed to daily devotions and prayer. Bobby believes that faith has taught her empathy and patience and appreciates the need for a church to embrace change in order to serve Our Lord.

- **Jamie McKay** – Jamie has been involved in many ministries during her sixteen years at OSLC. She has been a Sunday school teacher, Vacation Bible School teacher, Confirmation leader and Thursday Morning Circle participant. She has strong leadership and communication skills and is excited about the opportunity to grow in faith and serve her church and community.

- **Patricia Murakami** – Pat is a preacher’s daughter who grew up in the ALC and the LCA long before the ELCA. She has an active interest in social justice and children. She has volunteered as a Sunday school teacher and VBS teacher and assistant. She actively supports OSLC’s efforts to dialogue with our local Mosque and Muslim communities. Pat is interested in keeping our young adults engaged with the work and mission of Our Saviour’s Lutheran Church.

The committee feels all these nominees will do an excellent job in prayerfully serving Our Saviour’s in these roles, and in doing so will make strong contributions toward Our Saviour’s prosperous future. It is our pleasure to recommend them for formal election by the congregation.

Respectfully submitted,

*Kim Lawson, Chair*
AMENDMENTS TO THE
“MODEL CONSTITUTION FOR CONGREGATIONS”
AS APPROVED BY THE 2019 CHURCHWIDE ASSEMBLY

Prepared by the Office of the Secretary
Evangelical Lutheran Church in America
August 2019

Additions are underlined. Deletions are struck through in the text.

In coordination with the following amendments, the 2019 Churchwide Assembly authorized the secretary of
the Evangelical Lutheran Church in America to:

• strike “synodical” and replace with “synod”
• strike “the congregation” and replace with “this congregation” where appropriate
• make editorial changes so that the Model Constitution for Congregations follows the Constitution,
Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America and the Constitution for
Synods.

*C4.03. To fulfill these purposes, this congregation shall:

g. Motivate its members to provide financial support for the this congregation’s ministry and
the ministry of other parts the other expressions of the Evangelical Lutheran Church in America.

*C4.05. This congregation shall, from time to time, adopt and periodically review a mission statement which
will provide specific direction for its programs.

Chapter 5: Powers of the Congregation

*C5.03. Only such authority as is delegated to the Congregation Council or other organizational units in this
congregation’s governing documents is recognized. All remaining authority is retained by the this congregation.
The This congregation is authorized to:

*C5.04. This congregation shall choose elect from among its voting members laypersons to serve as voting
members of the Synod Assembly as well as persons to represent it at meetings of any conference, cluster,
coalition, or other area subdivision of which it is a member. The number of persons to be elected by the this
congregation and other qualifications shall be as prescribed in guidelines established by the Metropolitan
Chicago Synod of the Evangelical Lutheran Church in America.

Chapter 6: Church Affiliation

*C6.01. This congregation shall be an interdependent part of the Evangelical Lutheran Church in America or
its successor, and of the Metropolitan Chicago Synod of the Evangelical Lutheran Church in America. This
congregation is subject to the discipline of the Evangelical Lutheran Church in America.
*C6.03. This congregation acknowledges its relationship with the Evangelical Lutheran Church in America in which:

d. This congregation agrees to consider ministers of Word and Service for call to other staff positions in the this congregation according to the procedures of the Evangelical Lutheran Church in America.

*C6.04. Affiliation with the Evangelical Lutheran Church in America may be is terminated as follows:

c. This congregation is removed from membership in the Evangelical Lutheran Church in America according to the procedures for discipline of the Evangelical Lutheran Church in America or in accordance with provision 9.23. of the constitution and bylaws of the Evangelical Lutheran Church in America.

d. The Metropolitan Chicago Synod takes charge and control of the property of this congregation to hold, manage, and convey the same on behalf of the synod pursuant to †S13.24. of the synod constitution. This congregation shall have the right to appeal the decision to the next Synod Assembly.

e. This congregation follows the procedures outlined in *C6.05.

*C6.05. This congregation may terminate its relationship with the Evangelical Lutheran Church in America by the following procedure:

a. A resolution indicating the intent to terminate its relationship must be adopted at a two legally called and conducted special meetings of the this congregation by a two-thirds vote of the voting members present at each meeting. Such The first such meeting may be held no sooner than 30 days after written notice of the meeting is received by the bishop of the synod, during which time the this congregation shall consult with the bishop and the bishop’s designees, if any. The times and manner of the consultation shall be determined by the bishop in consultation with the Congregation Council. Unless he or she is a voting member of the this congregation, the bishop and the bishop’s designees, if any, shall have voice but not vote at the first meeting.

b. The Within 10 days after the resolution has been voted upon at the first meeting, the secretary of the this congregation shall submit a copy of the resolution to the bishop, attesting that the special meeting was legally called and conducted and certifying the outcome of the vote, and shall mail a copy send copies of the resolution and certification to voting members of the this congregation. This notice shall be submitted within 10 days after the resolution has been adopted.

c. The If the resolution was adopted by a two-thirds vote of the voting members present at the first meeting, the bishop of the synod and the this congregation shall continue in consultation, as specified in paragraph a. above, during a period of at least 90 days after receipt by the synod of the notice bishop of the attestation and certification as specified in paragraph b. above.

d. If the this congregation, after such consultation, still seeks to terminate its relationship is still considering termination of its relationship with this church, such action may be taken at a legally called and conducted special meeting by a two-thirds vote of the voting members present. Notice of the second meeting shall be mailed sent to all voting members and to the bishop at least 10 days in advance of the meeting. Unless he
or she is a voting member of the this congregation, the bishop and the bishop’s designees, if any, shall have voice but not vote at the second meeting.

e. A copy of the resolution, attesting that the special meeting was legally called and conducted and certifying the outcome of the vote, shall be sent to the bishop within 10 days after the resolution has been adopted, at which time the relationship between the congregation and this church shall be terminated subject to paragraph g. below.

Within 10 days after the resolution has been voted upon, the secretary of this congregation shall submit a copy of the resolution to the bishop, attesting that the second special meeting was legally called and conducted and certifying the outcome of the vote, and shall send copies of the resolution and certification to the voting members of the congregation. If the resolution was adopted by a two-thirds vote of the voting members present at the second meeting, the relationship between the congregation and this church shall be terminated subject to Synod Council approval as required by paragraphs f. and g. below.

f. Unless this notification to the bishop also certifies that the this congregation has voted by a two-thirds vote to affiliate with another Lutheran denomination, the this congregation will be conclusively presumed to be an independent or non-Lutheran church, in which case *C7.04. shall apply.

f. Notice of termination shall be forwarded by the bishop to the secretary of the ELCA, who shall report the termination to the Churchwide Assembly.

g. This congregation shall abide by these covenants by and among the three expressions of this church:

2) Congregations which had been members of the Lutheran Church in America shall be required, in addition to complying with the foregoing provisions in *C6.05., to receive synodical approval before terminating their membership in this church.

h. If this congregation fails to achieve the required two-thirds vote of voting members present at the this congregation’s first meeting as specified in paragraph a. above, another special meeting to consider termination of relationship with this church may be called no sooner than six months after that first meeting. If this congregation or fails to achieve the required two-thirds vote of voting members present at the this congregation’s second meeting as specified in paragraph d. above, another attempt to consider termination of relationship with this church must follow all requirements of *C6.05. and may begin no sooner than six months after that second the meeting at which the two-thirds vote was not achieved.

*C6.06. If this congregation considers relocation, it shall confer with the bishop of the synod in which it is territorially located and the appropriate unit of the churchwide organization before any steps are taken leading to such action. The approval of the Synod Council shall be received before any such action is effected taken.

Chapter 7: Property Ownership

*C7.01. If this congregation ceases to exist, title to undisposed property shall pass to the Metropolitan Chicago Synod of the Evangelical Lutheran Church in America.
*C7.02. If this congregation is removed from membership in the Evangelical Lutheran Church in America according to its procedure for discipline or pursuant to 9.23. of the constitution and bylaws of the Evangelical Lutheran Church in America, title to property shall continue to reside in this congregation.

*C7.03. If two-thirds of the voting members of this congregation present at a legally called and conducted special meeting of this congregation vote to transfer to another Lutheran church body, title to property shall continue to reside in this congregation, provided the process for termination of relationship in *C6.05. has been followed. Before this congregation takes action to transfer to another Lutheran church body, it shall consult with representatives of the Metropolitan Chicago Synod.

*C7.04. If two-thirds of the voting members of this congregation present at a legally called and conducted special meeting of this congregation vote to become independent or relate to a non-Lutheran church body and have followed the process for termination of relationship in *C6.05., title to property of this congregation shall continue to reside in this congregation only with the consent of the Synod Council. The Synod Council, after consultation with this congregation by the established synodical process established by the synod, may give approval to the request to become independent or to relate to a non-Lutheran church body, in which case title shall remain with the majority of this congregation. If the Synod Council fails to give such approval, title shall remain with those members who desire to continue as a congregation of the Evangelical Lutheran Church in America. In neither case does title to this congregation's property transfer to the synod.

[The following provision becomes required.]

*C7.05. Notwithstanding the provisions of *C7.02. and *C7.03. above, where this congregation has received property from the synod pursuant to a deed or other instrument containing restrictions under provision 9.71.a. of the Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America, this congregation accepts such restrictions and:

Chapter 8: Membership

*C8.02. Members shall be classified as follows:

c. Voting members are confirmed members. Such confirmed members, during the current or preceding calendar year, shall have commended in this congregation and shall have made a contribution of record to this congregation. Members of this congregation who have satisfied these basic standards shall have the privilege of voice and vote at every regular and special meeting of the this congregation as well as the other rights and privileges ascribed to voting members by the provisions of this constitution and its bylaws. They shall not have voted as a seasonal member of another congregation of this church in the previous two calendar months.

e. Seasonal members are voting members of other congregations of this church who wish to retain such membership but desire to participate in the life and mission of this congregation, including exercising limited voting rights in this congregation. The Congregation Council may grant seasonal membership to such persons provided that this congregation is a member of a synod where the Synod Council has approved seasonal member voting on its territory. Such seasonal members shall have all the privileges and duties of voting members except that:
3) they shall not have the right to vote on any matter concerning or affecting the affiliation of this congregation with the ELCA this church;

*C8.05. Membership in this congregation shall be terminated by any of the following:
   d. disciplinary action in accordance with ELCA constitutional provision 20.41 and the accompanying bylaws Chapter 20 of the constitution and bylaws of the Evangelical Lutheran Church in America;

Chapter 9: Rostered Minister

*C9.02. Only a member of the roster of Ministers of Word and Sacrament of the Evangelical Lutheran Church in America or a candidate for the roster of Ministers of Word and Sacrament who has been recommended for the this congregation by the synod bishop may be called as a pastor of this congregation.

*C9.03. Consistent with the faith and practice of the Evangelical Lutheran Church in America,
   a. Every minister of Word and Sacrament shall:
      6) impart knowledge of this church and its wider ministry through distribution of its communications and publications available channels of effective communication;
   b. Each pastor with a congregational call shall, within the congregation:
      4) with the council, administer discipline; and
      5) endeavor to increase the support given by the congregation to the work of the ELCA church-wide organization and of the Metropolitan Chicago Synod of the ELCA; and
      6) encourage adherence to covenantal relationship with this church as expressed in the Constitutions, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America.

*C9.05. The provisions for termination of the mutual relationship between a minister of Word and Sacrament and this congregation shall be as follows:
   a. The call of this congregation, when accepted by a pastor, shall constitute a continuing mutual relationship and commitment, which shall be terminated only by the pastor’s death or, following consultation with the synodical bishop, for the following reasons:
      3) inability to conduct the pastoral office effectively in the this congregation in view of local conditions;
      7) termination of the relationship between this church and the this congregation;
      8) dissolution of the this congregation or the termination of a parish arrangement; or
      9) suspension of the this congregation through discipline for more than six months.
   b. When allegations of physical disability or mental incapacity of the pastor under paragraph a.4) above, or ineffective conduct of the pastoral office under paragraph a.3) above, have come to the attention of the bishop of this synod,
      2) when such allegations have been brought to the synod’s attention by an official recital of allegations by the Congregation Council or by a petition signed by at least one-third of the voting members of the this congregation, the bishop personally shall investigate such conditions together with a committee of two rostered ministers and one layperson.
   c. In case of alleged physical disability or mental incapacity under paragraph a.4) above, the bishop’s committee shall obtain and document competent medical opinion concerning the pastor’s condition.
When a disability or incapacity is evident to the committee, the bishop of this synod may declare the pastorate vacant. When the pastorate is declared vacant, the Synod Council shall list the pastor on the roster of Ministers of Word and Sacrament as disabled with disability status. Upon removal of the disability and the restoration of the pastor to health, the bishop shall take steps to enable the pastor to resume the ministry, either in the congregation last served or in another appropriate call.

d. In the case of alleged local difficulties that imperil the effective functioning of the this congregation under paragraph a.3) above, the bishop’s committee shall endeavor to hear from all concerned persons, after which the bishop together with the committee shall present their recommendations first to the pastor and then to the this congregation. The recommendations of the bishop’s committee must address whether the pastor’s call should come to an end and, if so, may suggest appropriate severance arrangements. The committee may also propose other actions that should be undertaken by the this congregation and by the pastor, if appropriate. If the pastor and congregation agree to carry out such recommendations, no further action need be taken by the synod.

e. If either party fails to assent to the recommendations of the bishop’s committee concerning the pastor’s call, the this congregation may dismiss the pastor only at a legally called meeting after consultation with the bishop, either (a) by a two-thirds vote of the voting members present and voting where the bishop and the committee did not recommend termination of the call, or (b) by a majority vote of the voting members present and voting where the bishop and the committee recommended termination of the call.

*C9.07. During the period of service, an interim pastor shall have the rights and duties in the this congregation of a regularly called pastor and may delegate the same in part to a supply pastor with the consent of the bishop of the synod and this congregation or Congregation Council. The interim pastor and any rostered minister providing assistance shall refrain from exerting influence in the selection of a pastor. Unless previously agreed upon by the Synod Council, an interim pastor is not available for a regular call to the congregation served.

*C9.08. This congregation shall make satisfactory settlement of all financial obligations to a former pastor before calling a successor. A pastor shall make satisfactory settlement of all financial obligations to this congregation before beginning service in a call to another congregation or employment in another ministry setting related to the Evangelical Lutheran Church in America.

*C9.11. With the approval of the bishop of the synod, the this congregation may depart from *C9.05.a. and call a pastor for a specific term. Details of such calls shall be in writing setting forth the purpose and conditions involved. Prior to the completion of a term, the bishop or a designated representative of the bishop shall meet with the pastor and representatives of the this congregation for a review of the call. Such a call may also be terminated before its expiration in accordance with the provisions of *C9.05.a.

*C9.12. The pastor of this congregation:
  a. shall keep accurate parochial records of all baptisms, confirmations, marriages, burials, communicants, members received, members dismissed, or members excluded from the this congregation;
*C9.14. The parochial records of this congregation shall be maintained by the pastor and shall remain the property of the this congregation. The secretary of this congregation shall attest in writing to the bishop of this synod that such records have been placed in his or her hands in good order by a departing pastor before the installation of that pastor in another field of labor or the granting by the synod of retired status to the pastor or approval of a request for change in roster status.

C9.15. Under special circumstances, subject to the approval of the synod bishop and the concurrence of this congregation, a minister of Word and Sacrament of a church body with which the Evangelical Lutheran Church in America officially has established a relationship of full communion may serve temporarily as pastor of this congregation under a contract between the this congregation and the pastor in a form proposed by the synodical bishop and approved by the this congregation.

*C9.21. Authority to call a minister of Word and Service deacon shall be in this congregation by at least a two-thirds vote of voting members present and voting at a meeting legally called for that purpose. Before a call is issued, the officers, or a committee elected by the Congregation Council to recommend the call, shall seek the advice and help of the bishop of the synod.

*C9.22. Only a member of the roster of Ministers of Word and Service of the Evangelical Lutheran Church in America or a candidate for the roster of Ministers of Word and Service who has been recommended for this congregation by the synodical bishop may be called as a deacon of this congregation.

*C9.23. Consistent with the faith and practice of the Evangelical Lutheran Church in America, every minister of Word and Service shall:

h. Share knowledge of the ELCA this church and its wider ministry of the gospel and advocate for the work of all expressions of this church; and

*C9.25. The provisions for termination of the mutual relationship between a minister of Word and Service and this congregation shall be as follows:

a. The call of this congregation, when accepted by a deacon, shall constitute a continuing mutual relationship and commitment, which shall be terminated only by the deacon’s death or, following consultation with the synodical bishop, for the following reasons:

b. In case of alleged physical disability or mental incapacity under paragraph a.4) above, the bishop’s committee shall obtain and document competent medical opinion concerning the deacon’s condition. When a disability or incapacity is evident to the committee, the bishop of this synod may declare the position vacant. When the position is declared vacant, the Synod Council shall list the deacon on the roster of Ministers of Word and Service as disabled with disability status. Upon removal of the disability and the restoration of the deacon to health, the bishop shall take steps to enable the deacon to resume the ministry, either in the congregation last served or in another appropriate call.

*C9.26. The deacon shall make satisfactory settlement of all financial obligations to a former congregation before:

a. installation in another field of labor, or

b. the issuance of a certificate of dismissal or transfer.
This congregation shall make satisfactory settlement of all financial obligations to a former deacon before calling a successor. A deacon shall make satisfactory settlement of all financial obligations to this congregation before beginning service in a call to another congregation or employment in another ministry setting.

**Chapter 14: Organizations Within The This Congregation**

**Chapter 15: Discipline of Members and Adjudication**

*C15.01.* Persistent and public denial of the Christian faith, willful or criminal conduct grossly unbecoming a member of the Church of Christ, continual and intentional interference with the ministry of the this congregation, or willful and repeated harassment or defamation of member(s) of the this congregation is sufficient cause for discipline of a member. Prior to disciplinary action, reconciliation and repentance will be attempted following Matthew 18:15–17, proceeding through these successive steps, as necessary: a) private counsel and admonition by the pastor, b) censure and admonition by the pastor in the presence of two or three witnesses, c) written referral of the matter by the Congregation Council to the vice president of the synod, who will refer it to a consultation panel drawn from the Consultation Committee of the synod, and d) written referral of the matter by the consultation panel to the Committee on Discipline of the synod. If, for any reason, the pastor is unable to administer the admonitions required by paragraphs a. and b. hereof, those steps may be performed by another pastor chosen by the Executive Committee of the Congregation Council.

*C15.02.* The process for discipline of a member of the this congregation shall be governed as prescribed by the chapter on discipline in the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America.* If the counseling, censure, and admonitions pursuant to *C15.01.* do not result in repentance and amendment of life, charges against the accused member(s) that are specific and in writing may be prepared by the Congregation Council, signed, and submitted to the vice president of the synod. The vice president shall select from the synod’s Consultation Committee a panel of five members (three laypersons and two ministers of Word and Sacrament). A copy of the written charges shall be provided to the consultation panel and the accused member(s). The consultation panel, after requesting a written reply to the charges from the accused member(s), shall consider the matter and seek a resolution by means of investigation, consultation, mediation, or whatever other means may seem appropriate. The panel's efforts to reach a mutually agreeable resolution shall continue for no more than 45 days after the matter is submitted to it.

*C15.05.* By the vote of at least two-thirds of the members of the discipline hearing panel who are present and voting, one of the following disciplinary sanctions can be imposed:

- c. termination of membership in the this congregation; or
- d. termination of membership in the this congregation and exclusion from the church property and from all congregation activities.

*C15.07.* No member of the this congregation shall be subject to discipline a second time for offenses that a discipline hearing panel has heard previously and decided pursuant to this chapter.

*C15.10. Adjudication*

*C15.11.* When there is disagreement among factions within this congregation on a substantive issue that
cannot be resolved by the parties, members of this congregation shall have access to the synodical bishop for consultation after informing the chair of the Congregation Council of their intent. If the consultation fails to resolve the issue(s), the Consultation Committee of the synod shall consider the matter. If the Consultation Committee of the synod fails to resolve the issue(s), the matter shall be referred to the Synod Council, whose decision shall be final.

When there is disagreement between or among factions within this congregation on a substantive issue which cannot be resolved by the parties, members of this congregation may petition the synod bishop for consultation after informing the president of this congregation of their intent to do so. The synod bishop shall seek a timely resolution of the dispute. If the issue relates directly to the pastor, the bishop may begin the process in §14.18.d. In all other matters, if the bishop’s consultation fails to resolve the issue, the bishop shall refer the matter to the Consultation Committee of the synod, which shall undertake efforts to find an appropriate solution. If the Consultation Committee’s efforts fail to resolve the dispute, the entire matter shall be referred to the Synod Council for adjudication by whatever process the Council deems necessary. The Synod Council’s decision shall be final.

Chapter 16: Amendments

*C16.01. Unless provision *C16.04. is applicable, those sections of this constitution that are not required, in accord with the Model Constitution for Congregations of the Evangelical Lutheran Church in America, may be amended in the following manner. Amendments may be proposed by at least 5 voting members or by the Congregation Council. Proposals must be filed in writing with the Congregation Council 60 days before formal consideration by this congregation at a regular or special Congregation Meeting called for that purpose. The Congregation Council shall notify the this congregation’s members of the proposal together with the council’s recommendations at least 30 days in advance of the meeting. Notification may take place by mail or electronic means, as permitted by state law.

*C16.02. An amendment to this constitution, proposed under *C16.01., shall:
  a. be approved at a any legally called Congregation Meeting according to this constitution meeting of this congregation by a majority vote of those voting members present and voting;
  b. be ratified without change at the next annual meeting regular meeting of this congregation held pursuant to C10.01. by a two-thirds vote of those voting members present and voting; and
  c. have the effective date included in the resolution and noted in the constitution.

*C16.03. Any amendments to this constitution that result from the processes provided in *C16.01. and *C16.02. shall be sent by the secretary of this congregation to the synod. The synod shall notify the this congregation of its decision to approve or disapprove the proposed changes; the changes shall go into effect upon notification that the synod has approved them.

*C16.04. This constitution may be amended to bring any section into conformity with a section or sections, either required or not required, of the Model Constitution for Congregations of the Evangelical Lutheran Church in America as most recently amended by the Churchwide Assembly. Such amendments may be approved by a majority vote of those voting members present and voting at any legally called meeting of the this congregation without presentation at a prior meeting of the this congregation, provided that the Congregation Council
has submitted by mail or electronic means, as permitted by state law, notice to the this congregation of such an amendment or amendments, together with the council’s recommendations, at least 30 days prior to the meeting. Upon the request of at least two (2) voting members of the this congregation, the Congregation Council shall submit such notice. Following the adoption of an amendment, the secretary of the this congregation shall submit a copy thereof to the synod. Such provisions shall become effective immediately following a vote of approval.

Chapter 17: Bylaws
*C17.03. Changes to the bylaws may be proposed by any voting member, provided that such additions or amendments be submitted in writing to the Congregation Council at least 60 days before a regular or special Congregation Meeting called for that purpose. The Congregation Council shall notify the this congregation’s members of the proposal with the council’s recommendations at least 30 days in advance of the Congregation Meeting. Notification may take place by mail or electronic means, as permitted by state law.

*C17.04. Approved changes to the Adopted or amended bylaws shall be sent by the secretary of this congregation to the synod.

Chapter 18: Continuing Resolutions
*C18.01. The This congregation in a legally called meeting or the Congregation Council may enact continuing resolutions. Such continuing resolutions may not conflict with the constitution or bylaws of this congregation.

*C18.02. Continuing resolutions shall be enacted or amended by a majority vote of a meeting of the this congregation or a two-thirds vote of all voting members of the Congregation Council.

*C18.03. Adopted or amended continuing resolutions shall be sent by the secretary of this congregation to the synod.

Chapter 20: Parish Authorization
[* Required provisions when congregation is part of a parish]
*C20.01. This congregation may unite in partnership with one or more other congregations recognized by the synod named in *C6.01. to form a parish. Except as provided in *C20.02. and *C20.03., a written agreement, developed in consultation with the synod and approved by the voting members of each congregation participating in the parish, shall specify the powers and responsibilities that have been delegated to the Parish Council. The Parish Agreement shall identify which congregation of the parish issues calls on behalf of the member congregations or shall establish a process for identifying which congregation issues calls on behalf of the member congregations.

*C20.02. One congregation of a parish shall issue a call on behalf of the member congregations to a minister of Word and Sacrament or a candidate for the roster of Ministers of Word and Sacrament who has been recommended by the synodical bishop to serve the congregations of the parish. Such a call shall be approved prior to issuance by a two-thirds vote at a congregational meeting of each congregation forming the parish. If any congregation of the parish should fail to approve the call, the other congregations of the parish shall have
the right to terminate the parish agreement.

*C20.03. One congregation of a parish may issue a call on behalf of the member congregations to a minister of Word and Service or a candidate for the roster of Ministers of Word and Service who has been recommended by the synodical bishop to serve the congregations of the parish. Such a call shall be approved prior to issuance by a two-thirds vote at a congregational meeting of each congregation forming the parish. If any congregation of the parish should fail to approve the call, the other congregations of the parish shall have the right to terminate the parish agreement.

*C20.04. Any one of the congregations of the parish may terminate their relationship with the pastor as provided in †S14.18.d. of the synodical constitution of the synod named in *C6.01. In such case, the other congregation(s) of the same parish shall have the right to terminate the parish agreement.

*C20.05. Any one of the congregations of the parish may terminate their relationship with a minister of Word and Service as provided in †S14.43.d. of the synodical constitution of the synod named in *C6.01. In such case, the other congregation(s) of the same parish shall have the right to terminate the parish agreement.
COMMENTS ON
2020 BUDGETS & SOLAR PROJECT

The 2020 Unified budget is presented on page 22.

Overview - The 2020 proposed Unified Budget of $1,586,000 calls for a 3.3% increase in Congregational giving and will maintain the 20% level of contributions dedicated to the Synod and outreach. It provides a 2.0% increase in salary for our staff, modest increases for ministry and operations programs and allocations to the Furniture and Equipment Fund (F&E) and the Building Maintenance and Improvements Fund (BMIF). The budget does not include any estimate of direct, pass through contributions to World Hunger or other specific outreach efforts such as Emergency Disaster Response.

Budget Process - The Congregation Council appointed a Budget Team composed of staff, Pastor Warmanen and Jim Valentine; Council members, Paula Kruty and Jim Schlecker; and the Church Treasurer, Jim Linday, to prepare the budget for the Church Council. After soliciting budget requests from all staff and ministries the committee began creating a budget considered to be within the ability of the Congregation to support. The resulting expense portion was compared to a detailed analysis of potential giving. Additional funds, referred to as Offsets coming from sources other than unified giving, were added to the estimate of contributions giving a total of funds available for 2020 operations.

Annual Unified Operating Fund Budget - Congregational giving for 2020 is projected to be $1,586,000 or 3.3% greater than 2019. This figure is based on 353 pledged commitments totaling $1,236,617 averaging $3,503 per pledge. In addition, it was estimated $356,383 will come from giving by non-pledging households, loose offerings, new members and hoped-for growth in all categories. These estimates are in line with 2019 results.

Items worth specifically mentioning from the 2020 Unified Budget detail are:

- Contributions to the Synod/ELCA (10%) and other outreach (10%) will continue to total 20% of contributions.
- Staff salaries will increase by 2.0%.
- Mortgage payments remain unchanged.
- Modest increases were provided for building operations, utilities and general administration.
- $10,000 was allocated for the Furniture and Equipment Fund (F&E) to provide needed additional or replacement equipment.
- $25,000 was allocated for the BMIF for ongoing maintenance including driveway repairs, a few new HVAC units, and other miscellaneous improvements.

Offsets to the Unified Operating Budget - Three categories of monies offset the expenses in the 2020 budget:

- Giving in 2019 came in at $1,548,734 (100.86% of budget) and expenditures in 2019 came in at $1,522,013 (99.12% of budget) resulting in a surplus of $26,722. This will be carried over from 2019 to offset operating expenses in 2020.
- Transfers from the MiraCall Fund in 2019 were in the amount of $66,719. This usage will leave approximately $30,000 in the MiraCall Fund for 2020 use. No funds were received in 2019 from the Synodical grant for AMC, but we expect $33,000 from the Synodical grant in 2020 to offset our participation in the AMC. Thus, a total offset of $63,000 is budgeted for 2020.
- Distributions from the Mission Endowment Fund of $18,473 and from the Memorial Fund of $1,730 for a total of $20,203 have been allocated to offset specific 2020 operations.
A review of the proposed budget by the Lead Team and the Congregational Council concluded that the contributions and expenses are appropriate amounts and will support Congregational efforts for the year 2020. The Congregational Council has voted to recommend this 2020 budget to the Congregation for approval. For a detailed, line by line, description of the Unified Budget for 2020 refer to the “Detailed Financial Reports.”

Comments on Budgets for other Church Funds:
In addition to the Unified Operations Fund, Our Saviour’s has eight other Funds. The Council is presenting Budgets for three (3) of them.

Carryover Fund (page 23) – the carryover of $26,722, as mentioned above in the Unified Budget discussion, is proposed to be used as an offset in 2020.

Building, Maintenance, and Improvement Fund (BMIF) (page 24) – Expenses in 2019 were used to replace the rooftop air conditioning units, tuckpointing, work on the emergency lights and exit signs, and miscellaneous repairs. $50,000 was borrowed from the BMIF to finance the Solar Project. For 2020 $25,000 from the Unified Budget and the repayment of the funds used for the Solar Project assures the growth of our reserves. Expenditures in 2020 of $63,225 are proposed for driveway improvements, two new HVAC units, and other miscellaneous repairs.

The Mission Endowment Fund (MEF) (page 23) is separately managed by the Mission Endowment Committee and the Congregation Council. Expenditures from the Endowment are specifically approved by the Church Council. This budget is presented for your information.

Because no expenditures are expected or proposed, no budgets are presented for:
• Furniture & Equipment Fund
• Building Fund
• Ministerial Loan Fund
• Memorial & Special Gifts Fund
• Outreach Fund

Comments on the Solar Panel Project
During 2019 the Congregation authorized the borrowing of funds from various internal reserves to finance the installation of solar panels on the flat roof of the building. The expenses for the project came in under budget at $186,919 because of a reduction in the number of panels mandated by the Village of Arlington Heights. The installation was funded by $84,763 from our internal funds, $20,000 from a Synod no-interest loan for energy improvements, and $82,156 in contributions. All paperwork has been submitted and approved for our Commonwealth Edison inverter rebate and our Solar Renewable Energy Credits (SRECs) from the Illinois Power Authority (IPA). Net metering has been approved through Constellation Energy (our electric provider), reducing our electric bill by the value of the electricity our panels generate. At 2019 year-end, the vendor has been paid and we have made two payments to the Synod for the energy loan. During 2020 the receipt of the Com Ed rebate, the SREC payments, net metering, and the $13,090 balance in our Solar dedicated account will allow us to begin repaying our internal loans, under the direction of the Congregation Council.

Respectfully submitted,

Jim Lindsay, Treasurer
<table>
<thead>
<tr>
<th></th>
<th>Budget 2020</th>
<th>Actual 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>INCOME</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contributions</td>
<td>1,586,000</td>
<td>1,548,734</td>
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<tr>
<td>TOTAL INCOME</td>
<td><strong>$ 1,586,000</strong></td>
<td><strong>$ 1,548,734</strong></td>
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<tr>
<td><strong>EXPENSE</strong></td>
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<td></td>
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<tr>
<td>TOTAL OUTREACH</td>
<td>317,200</td>
<td>309,747</td>
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<td>TOTAL CELEBRATION &amp; PRAISE</td>
<td>$ 177,858</td>
<td>$ 170,440</td>
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<td>TOTAL SPIRITUAL GROWTH</td>
<td>$ 107,745</td>
<td>$ 101,791</td>
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<td>TOTAL BUILDING COMMUNITY</td>
<td>$ 40,101</td>
<td>$ 40,857</td>
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<td><strong>OPERATIONS</strong></td>
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<td></td>
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<tr>
<td>Property</td>
<td>131,870</td>
<td>136,788</td>
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<tr>
<td>Building M&amp;I Fund</td>
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<td>50,000</td>
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<tr>
<td>Furn &amp; Equipment Fund</td>
<td>10,000</td>
<td>10,000</td>
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<td>Administration</td>
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<td>166,072</td>
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<td>Mortgage</td>
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<td>88,728</td>
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<tr>
<td>Other Operations</td>
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<td>TOTAL OPERATIONS</td>
<td><strong>$ 473,473</strong></td>
<td><strong>$ 472,970</strong></td>
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<td><strong>TOTAL PASTORAL \ EXECUTIVE SUPPORT</strong></td>
<td>$ 579,548</td>
<td>$ 564,709</td>
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| EXPENSE OFFSETS                |             |             |
| Carryover                      | (26,722)    | (48,904)    |
| Other (Endowment, Memorial, Dedicated Accounts) | (20,203) | (23,327) |
| MiraCall/Synod AMC             | (63,000)    | (66,070)    |
| TOTAL EXPENSE OFFSETS         | **$ (109,925)** | **$ (138,301)** |
| **TOTAL EXPENSES & OFFSETS**  | **$ 1,586,000** | **$ 1,522,012** |
| NET SURPLUS (DEFICIT)         | $ 0         | $ 26,722    |
Our Saviour's Lutheran Church
Carryover Fund
Budget
Years Ended December 31, 2020 and 2019
(Whole Dollars)

<table>
<thead>
<tr>
<th></th>
<th>Budget 2020</th>
<th>Actual 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transfer from Past Operating Fund</td>
<td>$ 26,722</td>
<td>$ 48,904</td>
</tr>
<tr>
<td>Transfer to Current Operating Fund</td>
<td>$(26,722)</td>
<td>$(48,904)</td>
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Mission Endowment Fund of Our Saviour's Lutheran Church
Budget
Years Ended September 30, 2020 and 2019
(Whole Dollars)

<table>
<thead>
<tr>
<th></th>
<th>Budget 2020</th>
<th>Actual 2019</th>
</tr>
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<tbody>
<tr>
<td>Allocation</td>
<td>$ 50,054</td>
<td>$ 48,674</td>
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<tr>
<td>Disbursements</td>
<td></td>
<td></td>
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<tr>
<td>Outreach</td>
<td>$ 5,458</td>
<td>$ 6,122</td>
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<tr>
<td>Celebration and Praise</td>
<td>$ 7,174</td>
<td>$ 2,283</td>
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<tr>
<td>Spiritual Growth</td>
<td>$ 7,575</td>
<td>$ 5,418</td>
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<tr>
<td>Building Community</td>
<td>$ 5,851</td>
<td>$ 6,685</td>
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<tr>
<td>Operations and Debt Retirement</td>
<td>$ 15,018</td>
<td>$ 14,917</td>
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<tr>
<td>Special Events And/Or Outreach</td>
<td>$ 5,580</td>
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<tr>
<td>Total Disbursements</td>
<td>$ 46,656</td>
<td>$ 35,425</td>
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<td>Reserve for Future Years</td>
<td>$ 3,398</td>
<td>$ 13,249</td>
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Our Saviour's Lutheran Church
Building Maintenance and Improvement Fund
Budget
Years Ended December 31, 2020 and 2019
(Whole Dollars)

<table>
<thead>
<tr>
<th></th>
<th>Budget 2020</th>
<th>Actual 2019</th>
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</thead>
<tbody>
<tr>
<td>Beginning Balance</td>
<td>$ 84,301</td>
<td>$ 137,494</td>
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<tr>
<td>Receipts</td>
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<td>Cash Receipts</td>
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<td>7,495</td>
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<tr>
<td>Transfer from Interest Income (1)</td>
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<td>2,537</td>
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<tr>
<td>Transfer from Operating Fund</td>
<td>25,000</td>
<td>50,000</td>
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<tr>
<td>Transfer from Dedicated Accounts</td>
<td>-</td>
<td>1,000</td>
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<tr>
<td>Total Receipts</td>
<td>25,000</td>
<td>61,032</td>
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<tr>
<td>Disbursements</td>
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<td>HVAC Improvements</td>
<td>22,100</td>
<td>49,337</td>
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<tr>
<td>Miscellaneous Repairs</td>
<td>8,125</td>
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<tr>
<td>Driveway Repavement</td>
<td>33,000</td>
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<tr>
<td>Loan to Solar Project</td>
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<td>50,000</td>
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<tr>
<td>Fire Safety Repairs</td>
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<td>Tuckpointing</td>
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<td>Entrance Canopy Repair</td>
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<td>Total Disbursements</td>
<td>63,225</td>
<td>114,225</td>
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<td>Ending Balance</td>
<td>$ 46,076</td>
<td>$ 84,301</td>
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(1) All interest income is deposited in the Building Maintenance and Improvement Fund. The amount of interest income is unknown for budgeting purposes.