

**OUR SAVIOR'S LUTHERAN CHURCH
CONTINUING RESOLUTIONS
Roy, Utah**

Updated December 22, 2013

CHAPTER 1 – MINISTRIES

- CR1.01 Ministries and Teams are the foundation of the Church. They are responsible for the smooth and efficient operation of the Church, the implementation of the Church's Mission Statement, and the execution of the policy directives provided by the Congregational Council and the Pastor.
- CR1.02 The Ministries have been organized around five areas of ministry: Worship, Education/Learning, Witness, Service, and Support. Each one of the nine Ministries is directly related to one primary function of the congregation. The Ministries shall be identified as: Worship and Music, Reach, Grow, Small Group, Connect, Men's, Women's, Welcome, and Mission and Service.
- a. **Worship and Music Ministry** shall plan for the corporate worship life of the congregation and ensure that the services of worship including special services are regularly held.
- Wedding Coordinator
 - Funeral Coordinator
 - Musicians
 - Altar Guild
 - Pulpit Supply
 - Audio Visual
 - Acolytes
 - Lectors
 - Communion Assistant
- b. **Reach Ministry** shall assist in creating a supportive Christian congregation by contacting inactive members, and developing opportunities to engage non-Christians in a meaningful and God centered way.
- Angel Team
 - Church Prayer Team
 - Card Ministries
- c. **Grow Ministry** shall plan for the growth in understanding and knowledge of the Christian faith by all members. Teams will be formed to facilitate this Ministry in the following areas: Children's Education, Teen Education, and Adult Education.
- d. **Connect Ministry** shall be responsible for creating and sustaining opportunities for fellowship with our congregation. It shall emphasize ways for our church members and friends to make connections with one another for fellowship, networking, and sharing.
- Love in Action
 - Hospitality Team

- e. **Men's Ministry** shall develop new ways to keep our men active and develop/implement outreach to the men in our community.
- f. **Women's Ministry** shall develop new ways to keep our women active and develop/implement outreach to the women in our community.
- g. **Welcome Ministry** shall plan for the hospitality toward new people, visiting or interested in joining our church.
 - Ushers
 - Greeters
 - Home Visitors
 - Visitor Bags
- h. **Mission and Service Ministry** shall develop a plan for congregational engagement of church missions and local & global ministries. Additionally, this team will identify and recommend organizations to be designated for 2nd Sunday offering collections.

CR1.03 Ministries are the foundation of our Church. They are responsible for the smooth and efficient operations of the Church, the implementation of the Church's Mission Statement, and the execution of policy and direction provided by the Congregational Council and Pastor. The following guidelines apply to all Ministries:

- a. Everyone who has volunteered on the Time, Talent and Interest survey or has the spiritual gift for that particular ministry should be asked to participate. Other vacancies may be filled by Ministry/Team nomination or request.
- b. Persons who are not members of Our Savior's Lutheran Church, but participate in its life and mission may serve on Ministries under the same terms and conditions that members of the parish serve. However, a majority of the Ministry membership including the Ministry Leader shall be confirmed members of Our Savior's Lutheran Church.
- c. Ministries shall, to the extent possible, have 4-6 members.
- d. Each Ministry will elect its own Leader and Co-leader. The Leader and Co-leader may only serve for two years in these positions – then leadership rotates to someone else on the Ministry/Team.
- e. Ministries may meet whenever is convenient and as often as needed. Minutes of all meetings need to be provided to the Congregational Council, for future reference, and where possible, the Congregational Council advocate should be present.
- f. Ministry leader should check with the Pastor and/or the Congregational Council President at least once a month, preferably after Executive Committee for any additional agenda items.
- g. Each Ministry is encouraged to develop written guidelines, requirements, job descriptions, etc.
- h. Any events, correspondence to members, Ministry guidelines, job descriptions, requirements, and anything else that affects the members, policy, or direction of our Church must be approved by the Congregational Council prior to implementation.
- i. All uses of Church Property or Buildings will be coordinated with the Church Secretary, through the event scheduling form prior to need. This will avoid conflicting meetings and uses of the facilities.

CHAPTER 2 – TEAMS

CR2.01 TEAMS -- TEAMS have been organized around to support the Church in the administrative functions. Each Team can consist of members and non-members but shall be chaired by a member of the Congregation. All actions that require money must be approved by the Church Council and should be reported to the Council President prior to the next Council meeting following their meeting. Teams will function at the direction of the Church Council and will report as such. The Teams are as follows:

a. **Enhancement Team**

The Enhancement Team shall meet annually for the purpose of planning dates for the year's fund raising activities. Each event leader will schedule additional meetings to plan for and orchestrate planned events. The funds raised by these activities shall be used for a "Building Fund", or other designated need by the Congregational Council.

b. **Building and Grounds**

The Building and Grounds team shall meet monthly for the purpose of planning and organizing events to maintain the grounds and facilities of the church.

The Team will focus on projects that are necessary for the continued use of all facilities as well as looking at projects that strategically plan for future needs of the Congregation as directed by the Congregational Council and approved by the Congregation.

c. **Constitution Review Team**

The Congregational Council shall appoint a team of members to periodically review the current Constitution, Bylaws, and Continuing Resolutions of Our Saviors Lutheran Church.

This team will be responsible for reviewing the current documents, which include the Constitution, Bylaws, and Continuing Resolutions, checking for such things as continuity and correct spelling and grammar.

This team will meet periodically to review the governing documents of this church and make recommendations to keep the documents current with any changes within Our Saviors Lutheran Church.

This team, when requested by the Congregational Council, will review any proposed amendments or changes to the Constitution, Bylaws, or Continuing Resolutions.

This team will report any findings to the Congregational Council, and may be called on to report such findings to the congregation at a duly called meeting.

d. Finance Team

Objective: Provide advice and recommendations to the Congregational Council on financial matters involving capital and operating expenditures.

Membership: Four members who are in good standing in the congregation and who are knowledgeable in and have experience in funding capital projects and operating budgets.

Chairman: Elected from within the Team Membership.

Ad Hoc Members: Executive Committee, Financial Secretary, and Treasurer should be invited to meetings but their attendance is not required.

Appointment: By the Congregational Council from the list of nominees submitted by the Executive Committee.

FINANCE COMMITTEE OBJECTIVES:

1. To develop by October a working budget for the next fiscal year working from projected incomes and expenditures.
2. To oversee and expedite the implementation of Capital Campaigns for projects that the Congregation deems necessary.
3. To assist the Congregational Council in developing a strategy for budget management for the next five years. This strategy will be adjusted annually.

Meetings: This TEAM will meet irregularly during the year as needed or as called by the Chairman or either of the Ad Hoc members.