BYLAWS OF
THE INDIANA DISTRICT OF
THE LUTHERAN CHURCH—MISSOURI SYNOD

2025

PREAMBLE

The Indiana District is a district created by The Lutheran Church—Missouri Synod (hereafter the Synod) and is a component part of the Synod. The District serves to assist congregations and their members in conserving and promoting the unity of the faith and in carrying out their mission and ministry. The District also serves as the structure through which congregations carry out certain functions that can be performed more effectively and efficiently together with other member congregations.

The District is obligated to carry out resolutions of the Synod and is the structure for congregations to review decisions of the Synod, to motivate one another to action, and to shape and suggest new directions for the Synod.

1. NAME

1.1 The name of this corporation is "The Indiana District of The Lutheran Church—Missouri Synod, Inc." (hereinafter referred to as "the District").

2. CONFESSION AND OBJECTIVES

2.1 The confession and objectives of the District are the same as for the Synod (LCMS Constitution [Const.], Articles II and III).

3. CORPORATE SEAL

3.1 The corporate seal of the District shall be a circular disk bearing the words, "The Lutheran Church—Missouri Synod, Inc." in the upper part of the outer circle. Paralleling these words in smaller type shall be the following: "I am the Vine, ye are the branches – St. John 15:15." In the center of the disk shall be the symbol of a cross and vine, and along the lower part of the outer circle shall be the words, "The Indiana District."

4. District Boundaries

4.1 The District is empowered to carry out its work within the geographic boundaries determined by the parent organization, The Lutheran Church —Missouri Synod, viz., the State of Indiana, and those counties in the north portion of the State of Kentucky: Henderson, Daviess, Hancock, Breckinridge, Meade, Hardin, Trimble, Carroll, Gallatin, Oldham, Henry, Owen, Jefferson, Shelby, Franklin, Scott, Bullitt, Spencer, Anderson, Woodford, Fayette, Bourbon, Nelson, Washington, Mercer, Jessamine, Clark, Montgomery, Larue, Marion, Boyle, Garrard, Madison, Estill, Powell, Lincoln, and Grayson.

4.2 The District is divided into regions consisting of designated circuits of the District. The District in convention establishes and emends the circuits that comprise the regions.

5. Constitution and Bylaws

5.1 The Constitution of the Synod is also the constitution of the District. The Bylaws of the Synod shall be primarily the bylaws of the District. The District shall adopt additional bylaws, regulations, and resolutions that are necessary or proper for its own administration for the effective carrying out of the work of the Synod in this place; these shall not conflict with the Constitution and Bylaws of the Synod (Synod Bylaw 4.1.1.2).

5.2 The Bylaws of the District (IN Bylaws) shall be maintained by the District's Committee on Constitutional Matters. Changes to the District bylaws shall be submitted to the Commission on Constitutional Matters of the Synod for review and approval prior to presentation to the District convention. Any amendments to these bylaws shall become effective immediately upon, and only upon, the approval of the Commission on Constitutional Matters (Synod Bylaws 3.9.2.2.3; 4.1.1.2 [b]).

5.3 The Policy Manual of the District shall contain operational guidelines and job descriptions established for the various committees as established by the Board of Directors (B.O.D.).

6. Membership

6.1 Membership in the District shall be determined by the Constitution and Bylaws of the Synod (Const., Article V, Article VI, Article XII, Article XIII, and Bylaws Chapter 2).

6.2 Membership in the District consists of all those members of The Lutheran —Missouri Synod (congregations, Ministers of Religion—Ordained, and Ministers of Religion—Commissioned) who have been received into the District at the time of joining the Synod, who have transferred from another district, or who have been assigned to the District by the Synod.

7. Relationship between Members and the Synod/District (Synod Bylaws 1.3 – 1.4, 1.7 and 4.1)

7.1 The Constitution, Bylaws, and all other rules and regulations of the Synod apply to all members of the Synod/District, i.e., to all congregations, Ministers of Religion—Ordained, and Ministers of Religion—Commissioned. The Synod/District expects such congregations as have not yet been received into membership, but as are served by the Synod/District, and whose Ministers of Religion—Ordained and Ministers of Religion—Commissioned hold membership in the Synod/District to honor its rules and regulations.

7.2 The Synod/District expects every member congregation to respect its resolutions and to consider them of binding force if they are in accordance with the Word of God, and if they appear applicable as far as the condition of the congregation is concerned. The Synod/District, being an advisory body, recognizes the right of the congregation to be the judge of the applicability of the resolution as applied to its local condition. However, in exercising such judgment, a congregation must not act arbitrarily but in accordance with the principles of Christian love and charity.

7.3 Membership in the District gives the District no equity in the property of the congregation.

8. Organization

8.1 District Meetings

8.1.1 Conventions

8.1.1.1 Regular conventions of the District are held in those years immediately preceding the regular convention of the Synod (Const., Article XII.13).

8.1.1.2 The regular conventions of the District shall be held at such place as may be designated by the B.O.D. or the District in convention.

8.1.1.3 In cases of urgent necessity the District President is empowered to convene special sessions of the District. He must, however, previously have obtained consent of at least a majority of the voting members of the District after having informed them and the President of the Synod of the purpose of the intended special session (Const., Article XII.15).

8.1.1.4 Notice of all regular conventions shall be given by the secretary six weeks prior to the meeting date. Such notices are to be printed in the Supplement of the official Church Periodicals, The Lutheran Witness, or such other official publications as may be designated.

8.1.1.5 One-third of the voting congregations represented by at least one of their respective delegates (pastor or lay delegate) shall constitute a quorum.

8.1.1.6 The conventions of the District are governed in part by the Bylaws of the Synod. The District President shall conduct the sessions according to accepted parliamentary procedure and shall so arrange the schedule of business that the sessions do not extend beyond six days (Const., Article XII and Synod Bylaw 4.2.1).

8.1.1.7 The Secretary shall always have the most recent copy of Robert's Rules of Order, the District Bylaws, and the most recent edition of the LCMS Handbook as a ready reference at the conventions.

8.1.1.8 Electoral Circuits (Synod Bylaw 3.1.2)

Electoral Circuits are established by the District following the guidelines outlined in the Synod Bylaws. Electoral Circuits are established in order "to elect circuit voting delegates to the Synod's national conventions." A visitation circuit meeting bylaw requirements for congregation count and confirmed membership may itself be an electoral circuit. In situations where electoral circuits are established combining more than one visitation circuit, the electoral circuit will be established by the B.O.D. and announced in sufficient time for the proper election of electoral circuit delegates for the national convention of the Synod (Synod Bylaw 3.1.2 [a]).

(a) Each electoral circuit shall meet at the call of the Circuit Visitor(s) in order to elect its voting delegates for the Synod's national convention.

(b) The privilege of voting shall be exercised by one pastor and one layperson designated by each member congregation or multi-congregation parish of the circuit.

(c) Congregations of a multi-congregation parish that are not contributing a lay voter may send an advisory representative, with voice but no vote. A pastor serving a congregation in an assisting capacity (Synod Bylaws 2.5.6, 2.13.1) is not eligible to cast that congregation's pastoral vote.

(d) Election of voting delegates shall follow the guidelines of the Synod Bylaws as outlined in Synod Bylaw 3.1.2.1.

(e) Voting delegates shall serve according to the prescribed guidelines of the position as outlined in Synod Bylaws 3.1.2 [d] and 3.1.2.2.

8.1.2 Circuit Forums (Synod Bylaw 5.3)

8.1.2.1 The Circuit Forum serves the purpose as outlined in Synod Bylaws, in particular to aid the process in which lay leaders of the congregations, Ministers of Religion—Ordained, and Ministers of Religion—Commissioned remain supportive of one another in their common confession and mutually active in developing programs for the good of member congregations. The forum also provides the avenue for members of the circuit to participate in the triennial process of suggesting, developing, and attaining the Synod's priorities and goals.

(a) The Circuit Forum consists of one pastor and one layperson from each member congregation or multi-congregation parish designated by the congregation or parish. Congregations of a multi-congregation parish that are not contributing a lay voter may send an advisory representative, with voice but no vote.

(b) Additional representation, with voice but no vote, from each congregation as determined by each circuit.

(c) The Circuit Visitor shall ordinarily serve as chairman of the Circuit Forum, having the primary responsibility to set the agenda and

date for the Circuit Forum; additional officers may be chosen by the Circuit Forum in session.

8.1.2.2 Functions

(a) To act as an electoral circuit in electing delegates to the Synod's national convention, provided the congregations of the visitation circuit meet the eligibility requirements (Synod Bylaw 3.1.2 (a), IN Bylaw 8.1.1.8);

(b) To select the Circuit Visitor following the Bylaws of the Synod (Synod Bylaw 5.2.2);

(c) To develop and adopt within existing policies of the District complementary and sometimes joint plans for mission outreach in the Circuit area;

(d) To devise and develop programs and services relevant to the needs of Circuit congregations, lay leaders, Ministers of Religion—Commissioned, and Ministers of Religion—Ordained;

(e) To receive and respond as appropriate to advice, guidance, resolutions, and programs in other sections of the Synod as such may be addressed to it from other Circuits, the District, and the general Synod;

(f) To serve as a setting to review and evaluate programs, plans, and long-range directions of the District and participate in the triennial process of suggesting, developing, and attaining the Synod's priorities and goals (Synod Bylaw 5.3.4); and

(g) To submit overtures to Synod and District conventions.

8.1.3 Convocations (Synod Bylaw 5.4)

8.1.3.1 Functions

Each Circuit may arrange for a Circuit Convocation, which is a large gathering of members for Circuit congregations held during a year in which there is no Synod or District convention. Its purpose is to provide a setting in which congregational members may know and celebrate the ministry pursued by each congregation, may review and discuss the work of the Circuit Forum, and may receive information on various phases of the work pursued through District and the Synod. As such, its emphasis should be on inspiration, education, and motivation.

8.1.4 Conferences (Synod Bylaw 4.8)

8.1.4.1 Ministers of Religion—Ordained Conferences

(a) A District-wide conference shall be held in the fall of each year for all members of the District's Ministers of Religion—Ordained roster; attendance is expected.

(b) The Conference shall be convened by the Presidium of the District.

(c) The Conference agenda shall be prepared by the Presidium of the District. Committees shall be elected/appointed as required.

(d) Regional conferences for Ministers of Religion—Ordained may be held in the spring of each year and shall be planned and convened by the elected officers of the regional conference.

8.1.4.2 Ministers of Religion—Commissioned Conferences

(a) A District-wide conference for Ministers of Religion—Commissioned shall be held annually unless an alternate conference is arranged. All Ministers of Religion—Commissioned on the District roster are expected to attend.

(b) The Ministers of Religion—Commissioned conference shall be convened by the officers of the Conference(s), who shall also cause the agenda to be prepared in consultation with the Executive of Congregational Services.

8.2 General Provisions for Officers, Board of Directors (B.O.D.), and Committees

8.2.1 Elected Officers and B.O.D.

8.2.1.1 Elected Officers (Synod Bylaws 4.3 and 4.5)

(a) The following officers shall be elected by the Indiana District in Convention, each for a three-year term of office:

(1) The District President, nominated from the Ministers of Religion—Ordained roster of the Synod;

(2) Four Regional Vice-Presidents, one from each region, nominated from the Ministers of Religion—Ordained roster of the District with membership in a congregation of the respective region;

(3) A Circuit Visitor for each circuit established by the District, selected by the Circuit Forum and ratified by the District Convention; and

(4) A District Secretary, nominated from the Ministers of Religion—Ordained roster of the District.

(b) All officers and members of the B.O.D. and committees shall be members of member congregations of the District upon assuming office and, when appropriate, be members of congregations of designated regions of the District, during the course of their tenure.

(c) All officers and members of the B.O.D. and committees who are elected to represent a region of the District shall forfeit their position should they cease to hold membership in a congregation of the region to which elected.

8.2.1.2 B.O.D. and Elected Committees

(a) The Board of Directors (B.O.D.)

(b) The Committee on Constitutional Matters

(c) The Committee for Convention Nominations

8.2.1.3 General Provisions for the B.O.D. and Elected Committees

(a) They shall seek to carry out the program and the resolutions of the Synod and promote the Synod's triennial mission and ministry emphases within the District.

(b) They shall publicize their plans and activity among all the members of the District.

(c) The committees shall report regularly regarding their work to the B.O.D.

(d) The committees shall present their budget requests to the B.O.D. and shall work with the B.O.D. and operate within the budget as adopted by the B.O.D.

(e) They shall seek to coordinate their work and activities with the other committees of the District.

(f) They shall perform such functions and duties as are outlined in the District Bylaws or as may be assigned to them by the District Convention or the B.O.D.

8.2.1.4 Membership of B.O.D. and Elected Committees

Unless otherwise indicated:

(a) Voting members shall be one Minister of Religion—Ordained, one Minister of Religion—Commissioned, and one lay person elected from each region of the District. The region of an individual is determined by the region of the congregation in which an individual holds membership (IN Bylaw 4.2). Members must maintain this regional membership "during the course of their tenure" (Synod Bylaw 4.3.3). No more than one person from one congregation may serve on the B.O.D. at the same time.

(b) The B.O.D. shall designate a representative to serve as an advisory member of each elected committee.

(c) Others with special expertise may be invited to attend as advisors.

8.2.1.5 Organization of Elected Committees

Unless otherwise indicated:

(a) Each committee shall elect a chairman and a secretary in the meeting following the District Convention. It shall organize itself in any manner it deems advisable to carry out its functions and duties.

(b) Each committee shall normally meet at least three times a year. Special meetings may be called by the committee chairman or by the District President acting on behalf of the B.O.D.

(c) Two consecutive unexcused absences from any District committee, by a member, means automatic removal and he shall be informed in writing by the Secretary of the District.

8.2.2 Appointments

8.2.2.1 Appointments by the B.O.D.

(a) The Legal Counsel

(b) The Assistant Secretary

(c) The Treasurer

(d) The Auditor

(e) Reconcilers

8.2.2.2 Appointments by the District President

(a) Floor Committees and any necessary personnel for the District Convention

8.2.3 Term and Tenure

8.2.3.1 Terms of Office (Synod Bylaw 4.7.4)

The term of office of all elected officers of the District and all appointed positions, except of reconcilers, shall be three years. The term of office of reconcilers shall be six years.

(a) The President, Regional Vice-Presidents, and Secretary shall assume office on September 1 following the District Convention and shall be inducted into office on a date subsequent to September 1 following the convention. The Synod President or his representative shall induct the District President. The newly installed District President shall induct the regional Vice-Presidents, Secretary, and any other officers still to be inducted into office.

(b) In the interim, the newly elected President shall meet with the reelected and newly elected Vice-Presidents to assess the state of the District, to plan for the communication and carrying out of the resolutions adopted at the convention, and to assign areas of responsibility to the Vice-Presidents; he shall meet with the chairman and the staff supporting the committees to discuss their convention reports, to assess with them the financial support they will need; and he shall meet with the financial and administrative officers to assess the financial status of the District and the estimate of the financial resources available for the coming year.

(c) The newly elected officers, except for the District President, Regional Vice-Presidents, and Secretary, shall be inducted into office in a special service following the final session of the District Convention. The incumbent President shall officiate at the induction. Those who are not present at the Convention shall be inducted into office at a subsequent meeting, e.g. the orientation meeting or the first meeting, following the convention, of the B.O.D. or committee to which they have been elected.

(d) Incumbents shall serve until their successors assume office.

(e) No appointments shall be made and no new programs shall be initiated by the outgoing President or the B.O.D. or elected or appointed committees during the interim.

(f) Emergency action that demands immediate attention may be taken in consultation with and with the consent of the newly elected President.

8.2.3.2 Tenure and Transition

(a) The District President may be reelected without limitation to the number of terms.

(1) If the President is not reelected or does not stand for re-election, he shall continue to receive full salary until the President-elect assumes office or up to a period of four (4) months following the close of the District Convention while rendering transitional service or until he accepts another full-time position or is no longer assisting the newly elected and inducted President as requested to become acquainted with the responsibilities of the office.

(2) After the four months following the close of the District Convention, the B.O.D. may allocate a stipend for the outgoing President until he accepts a full-time position or other arrangements for his future are made. The B.O.D. shall specify how long any such stipend may be received by the outgoing President.

(3) Before his successor assumes office, the outgoing President shall use the intervening time to settle the affairs of his administration and assist the newly elected President as requested to become acquainted with the responsibilities of the office.

(4) The newly elected President may continue to fulfill the responsibilities of his current call and receive his salary for that call during the four (4) months of transition. If the salary for that call is less than the amount the newly elected President will receive as District President, the District shall pay the newly elected President the difference so that his total salaries equal the amount he will receive as President.

(b) Regional Vice-Presidents, Circuit Visitors, and all elected members of the B.O.D. (with the exception of the District President) and committees shall be limited to three successive three-year terms of office.

(c) Appointment to fill one-half or more of a term shall be regarded as a full term under limited tenure rules (Synod Bylaw 3.2.4.2 [b]).

(d) There shall be no limitation upon the number of terms a person may serve in an appointed position.

8.2.4 Removal of Officers of the District from Office

8.2.4.1 Cause for Removal from Office

Officers of the District shall discharge the duties of office in good faith. The following are considered cause for removal from office of an officer of the District pursuant to this Bylaw, but not from membership in the Synod:

(a) Incapacity

(b) Breach of fiduciary responsibilities to the District

(c) Neglect or refusal to perform duties of office

(d) Conviction of a felony

8.2.4.2 Procedure for Removal from Office

Unless otherwise specified in these Bylaws, the procedure for removal of an officer of the District from office shall be as follows:

(a) Action for removal of an officer of the District other than the District President shall require written notice to each member of the District's Board of Directors at least 30 days prior to a special meeting of the board called for that purpose. A copy of such notice shall be sent to the President and the Secretary of the Synod and to the ecclesiastical supervisor, if applicable (Synod Bylaw 1.5.8.1 [a]).

(b) The special meeting provided for herein shall be held no later than 60 days after the provision of the written notice, unless extended by the mutual agreement of the parties.

(c) Removal from office of an officer of the District, other than the District President, shall be effected by a vote in favor of removal by at least three-fourths of all current members of the District Board of Directors (excluding the officer in question if a member of the board).

(d) Removal pursuant to this bylaw may be appealed by the officer who has been removed from office through the use of the Synod's Dispute Resolution process as provided in Handbook section 1.10.

8.3 Officers

8.3.1 District President

8.3.1.1 Powers and Duties

(a) The District President shall serve as the full-time chief executive of the District. He shall have all the powers and shall discharge all the duties and responsibilities given to the office of District President by the Constitution, Bylaws, and Resolutions of The Lutheran Church—Missouri Synod and by the Bylaws of the District and the Resolutions of the District Convention (Const., Articles XI.B and XII.6–9).

(b) He shall report to the President of the Synod and shall represent the Synod in the District and shall represent the District in the Church at large.

(c) He shall serve as a member of the B.O.D. He or his representative shall serve, ex officio, as an advisory member of all committees.

(d) He shall draw upon his Vice-Presidents, Circuit Visitors, and staff to help him carry out his duties and responsibilities.

(e) He shall report to each District Convention concerning his activities and the state of the District.

8.3.1.2 Areas of Responsibility (Const., Art. XII, and Synod Bylaw 4.4)

(a) As Ecclesiastical Supervisor

(1) He shall supervise the doctrine and life of all members of the District.

(2) He shall be a student of the Word, aware of world affairs and developments affecting the life of the church. He shall make suitable recommendations to meet these challenges.

(3) He shall stimulate theological study of issues facing the church.

(b) As Counselor

(1) He shall maintain a pastoral relationship with called and appointed workers of the District and bring them strength and encouragement for their tasks. He will always remember that he is the Lord's servant to his brethren, a strengthener of strengtheners.

(2) He shall use the conferences of Ministers of Religion—Ordained and Ministers of Religion—Commissioned to provide leadership in such matters that pertain to the church.

(c) As Administrator

(1) He shall be responsible for the organization, delegation, and supervision of District work with the B.O.D. retaining general management and supervision.

(2) He shall be responsible for the supervision of staff officers and shall help coordinate their activities with the B.O.D. retaining general management and supervision.

(3) He shall be responsible for the execution of both Synod and District Convention Resolutions.

(4) He shall perform in person or delegate the ordination of candidates for the ministry who are assigned to the District and the installation of all called workers in the District.

(5) He shall sign all certificates of ordination, and in general, all ecclesiastical papers and documents of the District.

(6) He shall be responsible for the official rosters of member congregations, Ministers of Religion—Ordained, and Ministers of Religion—Commissioned of the District.

(7) He shall be responsible for the orientation and training of Circuit Visitors, so they may understand their responsibilities and carry them out more effectively.

(8) He shall prepare a list of candidates for the pastoral office where vacancies exist in congregations of the District. He shall be assisted by the Executive for Christian Education in the preparation of lists for congregations and schools where vacancies exist in offices held by Ministers of Religion—Commissioned.

8.3.2 Vice-Presidents

8.3.2.1 Provisions and Duties

(a) Vice-Presidents shall be nominated and elected from the roster of Ministers of Religion—Ordained of the District with membership in a congregation in the respective region of the District (Synod Bylaw 4.3.1), giving consent to serve upon nomination.

(b) Upon the request of the District President, they shall represent him in any of his functions.

(c) The Vice-Presidents, in the order in which they have been ranked, shall perform the duties of the President in the event the President's office is vacated or if he becomes unable to serve.

(d) According to their rank, the Vice-Presidents may be directed by the President to assume certain duties of his office during his absence.

(e) They shall be voting members of the B.O.D.

8.3.3 Secretary

8.3.3.1 Duties

(a) The Secretary of the District shall serve as the secretary of the B.O.D.

(b) He shall serve as an ex officio member (without vote) of the Committee on Constitutional Matters.

(c) He along with the President of the District shall prepare and sign official papers and documents of the District as may be required by government entities or corporations with which the District conducts business.

(d) He shall perform such other duties as the District may enjoin upon him through its Bylaws or by special resolutions.

(e) He shall call for nominations from the congregations for District President no later than six months prior to the first day of the District Convention.

(f) He shall record the proceedings of the District Convention with the assistance of the Assistant Secretary.

(g) He shall prepare and arrange for the publication of District Convention Proceedings.

(h) He shall transmit resolutions to the Synod which have been adopted at District Conventions concerning matters relating to the Synod.

8.3.4 Assistant Secretary

An assistant secretary shall be appointed by the B.O.D. and shall assist the Secretary at the District Convention and otherwise as needed.

8.3.5 Treasurer

8.3.5.1 The District Treasurer, who shall be a layperson, shall be appointed by the B.O.D.

8.3.5.2 Duties

(a) The District Treasurer shall be the trust officer of the District and shall sign all documents required of him.

(b) He or the President shall sign all checks in the absence of the Executive for Finance.

(c) He shall be aware of the financial condition of the District and provide recommendations to the Board to safeguard the assets of the District.

(d) He shall assist the President as requested in the annual performance review of the Executive for Finance.

(e) He shall be a member of the District B.O.D.

(f) He shall perform such other duties as assigned by the B.O.D.

8.3.6 Board of Directors (B.O.D.)

8.3.6.1 Purpose

The B.O.D. shall be vested with the general management and supervision of the District's business and legal affairs that all be done to the glory of God and in the best interest of the Church (Synod Bylaw 4.5.1).

8.3.6.2 Membership

Voting members shall be the District President, the four Regional Vice-Presidents, the Secretary, the Treasurer, and one Minister of Religion—Commissioned and one lay person elected from each Region of the District.

8.3.6.3 Organization

The B.O.D. shall elect its own chair and vice-chair. The District Secretary shall be the secretary of the B.O.D.

8.3.6.4 Power and Authority

The B.O.D. represents the District and shall have power to conduct and transact all business necessary to carry out the purposes of the District. The B.O.D. defines the general sphere of duties for each committee. The authority to carry out the purposes of the District is vested in this B.O.D. as limited by the Constitution and Bylaws of Synod, the Articles of Incorporation, and Bylaws and Resolutions of the District.

8.3.6.5 Functions and Duties

(a) The B.O.D. shall be the legal representative of the District and the custodian of the District's property. It shall be custodian of and keep on file an accurate inventory of all properties, legacies, and valuable documents.

(b) The B.O.D. shall have authority to borrow money and to issue, sell, or pledge not its own but the corporation's obligations and evidence of indebtedness, and to mortgage and pledge the corporation's property to secure payment thereof.

(c) The B.O.D. shall appoint and employ an Executive for Finance who shall be responsible to the District President, with the B.O.D. retaining general management and supervision.

(d) The B.O.D. shall coordinate with the Lutheran Church Extension Fund to secure the services of a Vice-President for the Fund's District program.

(e) The B.O.D. shall place the Treasurer and the Executive for Finance under bond in an adequate amount. It shall cause annual audits of the financial records of the District to be made by a certified public accounting firm.

(f) The B.O.D. shall have charge of all matters that deal with District finances.

(g) The B.O.D. shall review the proposed annual budget prepared by the Executive for Finance and adopt a final budget for each fiscal year.

(h) The B.O.D. shall supervise the establishment and maintenance of a Policy Manual governing the functions of all officers and committees of the District.

(i) The B.O.D. shall elect and/or call all executive staff and personnel as required. A list of candidates for the calling of executive staff shall be supplied by the congregations or individuals of the District. It shall outline the duties in accordance with the objectives as stated in the Bylaws and Policy Manual.

(j) The B.O.D. shall be responsible to the District Convention for implementing the District's resolutions and program, in accordance with the District's Bylaws and regulations.

(k) The B.O.D. shall review annually the salaries and benefits of all District-paid (called and contracted by the District) workers and arrange for appropriate recognition of special anniversaries.

(l) The B.O.D. shall appoint any such committees, groups, task forces, and/or individuals mandated by the Synod and/or District Convention and those deemed necessary by the B.O.D. to accomplish the mission of the District. These shall include but are not limited to a committee, group, task force, and/or individual(s) responsible for stewardship, for ministerial health, for worship and spiritual care, and for pastoral care.

8.4 District Staff

8.4.1 Annual Review

District Executives and other staff persons shall be called/elected/appointed to their office and shall be subject to regular annual review by the B.O.D.

8.4.2 Accountability

District Executives and other staff persons shall report regularly and/or be responsible to the District President, with the B.O.D. retaining general management and supervision, for the exercise of their duties, as set forth in the Policy Manual of the District, and as assigned to them from time to time.

9. Special Services

9.1 Dispute Resolution

9.1.1 Purpose, Function, Duties, and Membership

The purpose, function, duties, and membership of reconcilers and dispute resolution panels shall be in accordance with the Bylaws of the Synod (Synod Bylaws 1.10.10–1.10.18.1).

9.2 Committee on Constitutional Matters

9.2.1 Purpose

The Committee on Constitutional Matters shall provide guidance and direction to the District and to the congregations regarding their organization, constitution, and bylaws. It shall assure the District that all new and revised constitutions and bylaws are in agreement with the Scriptures and with the Constitution and Bylaws of the Synod (Synod Bylaws 2.2.1 and 2.4.1).

9.2.2 Membership

Two Ministers of Religion—Ordained, two Ministers of Religion—Commissioned, and two laymen shall be elected for three-year terms of office. At least one layman shall be a lawyer. The Secretary of the District shall be an ex officio (without vote) member.

9.2.3 Organization

The Committee shall elect a chairman and secretary and shall organize itself as it deems necessary. Three of its members may be designated as a "Congregational Constitution and Bylaw Committee."

9.2.4 Function and Duties

9.2.4.1 The Committee shall update the Bylaws of the District following each District Convention.

9.2.4.2 The Committee shall propose additions and corrections to the Bylaws as mandated by the Synod in convention. Approval for additions and corrections to the District Bylaws must be approved by the Synod's Commission on Constitutional Matters prior to presenting them to the District Convention or the District Board of Directors (IN Bylaw 11.2) for vote.

9.2.4.3 The Committee shall be responsible for interpreting the Bylaws of the District when this is necessary.

9.2.4.4 The Committee shall examine and review all new and revised constitutions and bylaws of congregations, and it shall report its approval of such constitutions and bylaws to the District President, who in turn will take the approved documents to the B.O.D. for approval (Synod Bylaw 2.4.1).

10. Nominations, Elections, Vacancies

10.1 Nomination and Election of District President

10.1.1 Nomination

10.1.1.1 Each congregation of the District may nominate two persons from the Ministers of Religion—Ordained roster of the Synod for the office of President. Nominations shall be mailed to the District Secretary and postmarked no later than sixty days prior to the first day of the Convention.

10.1.1.2 Candidates for the office of the President shall be the five persons who receive the largest number of nominations, even if one candidate receives a majority.

10.1.1.3 A ballot containing the slate shall be prepared for the District Convention by the Election Committee under the supervision of the District Secretary.

10.1.2 Election

10.1.2.1 Each voting delegate shall be entitled to vote for one of the candidates.

10.1.2.2 The candidate receiving a majority of votes cast shall be declared elected.

10.1.2.3 In the election of the president, when a second or succeeding ballot is required for a majority, the candidate receiving the fewest votes shall be dropped from the ballot (Synod Bylaw 4.7.3).

10.2 Nomination and Election of Vice-Presidents

10.2.1 Nomination

10.2.1.1 Six months prior to the District Convention the district office shall notify each congregation of its privilege to nominate candidates for the office of Regional Vice-President from the District's roster of Ministers of Religion—Ordained from their region. The notification will include a current list of Ministers of Religion—Ordained currently members of congregations of each region of the District (Synod Bylaw 4.3).

10.2.1.2 Each congregation of the region has the authority to nominate two candidates. Nominations shall be mailed to the District Secretary and postmarked no later than sixty days prior to the first day of the Convention.

10.2.1.3 The three individuals receiving the greatest number of nominations from each region shall be placed on the Convention ballot. If one of the three nominees on a regional ballot shall have been elected District President at the same convention, the remaining two nominees shall constitute the ballot for Regional Vice-President for that region.

10.2.1.4 Information about each of the nominees shall be published along with other election information prior to the Convention.

10.2.2 Election

10.2.2.1 A slate containing the names of the nominees selected by the nominating procedure shall be prepared for convention election by the Election Committee under the supervision of the District Secretary.

10.2.2.2 Each delegate may cast a vote for one candidate on each regional slate. Candidates receiving a majority of votes cast shall be declared elected.

10.2.2.3 When a second or succeeding ballot is required for a majority, the candidate receiving the fewest votes shall be dropped from the ballot.

10.2.3 Ranking

After the Vice-Presidents have been elected, the voting delegates will rank the Vice-Presidents in the following manner. The first ranking ballot will include the names of all four Vice-Presidents in alphabetical order; the first of the Vice-Presidents to receive a majority of the votes cast will be the First Vice-President. The second ranking ballot for the Second Vice-President position will follow the same procedure with the three remaining Vice-President names. The third ranking ballot for the Third Vice-President position will follow the same procedure with the two remaining Vice-President names. For each ranking ballot run-off ranking ballots will continue until a Vice-President receives a majority of votes cast, using the procedure described in Synod Bylaw 4.7.3.

10.3 Nomination and Election of Circuit Visitors

10.3.1 Nomination and Election

The nomination and election of Circuit Visitors, as well as their function and duties, shall be in accordance with the Bylaws of the Synod (Synod Bylaw 5.2).

10.4 Committee for Convention Nominations

10.4.1 Purpose

The Committee for Convention Nominations shall solicit names and prepare a slate of well qualified candidates for each position to be filled at the District Convention (excluding the District President, Vice-Presidents, and Circuit Visitors), in accordance with the District and Synod Bylaws.

10.4.2 Membership

One Minister of Religion—Ordained, one Minister of Religion—Commissioned, and one layman shall be elected from each region of the District for a three-year term of office and may serve no more than three successive terms of office.

10.4.3 Organization

10.4.3.1 The Committee shall meet nine months before the District Convention for organization and orientation purposes. This meeting shall be convened and conducted by the District President and the District Secretary.

10.4.3.2 The Committee shall elect a chairman and a secretary and shall organize itself otherwise as it deems necessary to accomplish its function.

10.4.4 Function and Procedures

10.4.4.1 The names of the members of the Committee and the positions to be filled by election shall be published at least nine months in advance of the District Convention in an official District publication. Qualified candidates shall be solicited for each position.

10.4.4.2 The Committee shall prepare and provide appropriate forms for recommending candidates for nomination, for indicating a willingness to serve if elected, and for evaluating candidates.

10.4.4.3 The Committee shall solicit names of qualified candidates for all positions to be filled. All names to be considered shall be received at least sixty days prior to the election.

10.4.4.4 The Committee shall prepare a slate of at least two nominees for each position to be filled from among the names of those persons recommended. The Committee shall have received the consent to serve of each person placed on the slate for election.

10.4.4.5 The Committee shall provide the delegates with the slate of nominees together with their biographical sketch and qualifications prior to the Convention.

10.4.4.6 Biographical information and qualifications of persons added to the slate on the floor of Convention shall be published in "Today's Business" prior to the election.

10.4.4.7 The Chairman of the Committee shall submit the Committee's report in person to the Convention during one of the first sessions.

10.4.4.8 Additional names may be added to the slate on the floor of Convention only from among the persons already recommended for nomination during the nominating process.

10.4.4.9 Incumbents who are eligible for re-election must be proposed for re-election.

10.4.4.10 Nominations for positions held by laity are to be members of member congregations of the District, and if the position requires, members of congregations of the appropriate region of the District. Nominees for positions held by Ministers of Religion—Commissioned are to be members of a District congregation, and if the position requires, members of congregations of the appropriate region of the District. Nominees for District President are to be from the Synod's roster of Ministers of Religion—Ordained. Nominees for Regional Vice-Presidents are to be from the Ministers of Religion—Ordained roster of the District with membership in a congregation of the respective region. Nominees for Secretary are to be from the District's roster of Ministers of Religion—Ordained. Circuit Visitors are selected by the Circuit Forum from the roster of Ministers of Religion—Ordained of that circuit. All other committee positions that are to be filled by Ministers of Religion—Ordained shall be filled with members of the District roster of Ministers of Religion—Ordained, and if the position requires, members of congregations of the appropriate region of the District.

10.5 Election Regulations

10.5.1 The Elections Committee

10.5.1.1 An Elections Committee shall be appointed by the District President prior to the District Convention.

10.5.1.2 The Committee shall acquaint itself with Bylaw regulations regarding nominating and election processes.

10.5.1.3 The Committee shall make necessary arrangements for the election, shall prepare the ballots in consultation with the Chairman and the Secretary of the Committee for Convention Nominations, and shall supervise the election.

10.5.2 Procedures

10.5.2.1 A majority of all votes cast by a district convention shall be required in every election to all elective offices and elective board positions. The following regulations shall apply:

(a) Candidates receiving a majority on the first ballot shall be declared elected.

(b) In the election of the president and the vice-presidents, when a second or succeeding ballot is required for a majority, the candidate receiving the fewest votes shall be dropped from the ballot.

(c) In other elections, when a second or succeeding ballot is required for a majority, the candidate receiving the fewest votes and all candidates receiving less than 15 percent of the votes cast shall be dropped from the ballot, unless fewer than two candidates receive 15 percent or more of the votes cast, in which case the three highest candidates shall constitute the ballot.

(d) In every election balloting shall continue until every position has been filled by majority vote.

10.5.2.2 The Chairman shall announce the results of each election promptly to the Convention and shall file with the District Secretary and the District President a written report of the tabulation of all votes cast for each election, signed by himself and the Secretary of the Elections Committee.

10.5.2.3 Any paper ballots shall remain in the possession of the Chairman of the Elections Committee until the Convention has been adjourned. They shall then be destroyed.

10.5.3 Holding More than One Office (Synod Bylaw 1.5.1.2)

10.5.3.1 No one, either in the Synod or in the District, or between the Synod and the District, shall hold more than one elective office; or more than two offices, although one or both be appointive; or ever hold two offices, of which one is directly responsible for the work done by the other.

10.5.3.2 An office shall be regarded as elective only if it is an office filled through election by a Synod or District Convention, even though a vacancy in such an office may be filled by appointment.

10.5.3.3 This rule, however, does not apply to persons

(a) elected to serve on the Committee for Convention Nominations for the District or for the Synod (Synod Bylaw 3.12.3)

(b) District reconcilers (Synod Bylaw 1.10.11)

(c) Hearing facilitators (Synod Bylaw 1.10.12.1)

10.5.3.4 If a member serving in one elected position consents to serve in another position if elected, that person shall forfeit his/her position if elected to the other position.

10.6 Organization

10.6.1 Organization of the B.O.D. and Committees

The B.O.D. and committees shall organize within four (4) months after their election or appointment. Their organization shall be reported to the District President and shall be published without delay in an official publication of the District.

10.7 Vacancies

10.7.1 Office of the President

10.7.1.1 In the event of the death, retirement, resignation, or removal of the District President, the Vice-Presidents, in the order in which they have been ranked, advance to the President's place, with full power, until the next regular Convention elects and inducts a new President. His duties may be on a part-time basis only.

10.7.1.2 In the event of prolonged illness or disability, the ranking Vice-President shall serve as the Acting President on a part-time basis until the B.O.D. determines that the President is able to resume his duties, or until the next District Convention.

10.7.2 Office of the Vice-Presidents

In the event of a vacancy in the Vice-Presidency, the remaining Vice-Presidents shall advance in rank as required. The vacancy shall then be filled by the President after consultation with the B.O.D.

10.7.3 Office of Circuit Visitor

In the event of a vacancy in the office, the District President shall appoint a Circuit Visitor to fill the unexpired term.

10.7.4 Office of the Secretary

In the event of a vacancy in the office of the Secretary, the Assistant Secretary shall serve as Secretary until the next District Convention. In the event of a vacancy in the office of the Assistant Secretary, the B.O.D. shall be empowered to fill the vacancy.

10.7.5 Members of the B.O.D.

In the event of a vacancy on the B.O.D., the B.O.D. shall be empowered to fill this vacancy for the unexpired term.

10.7.6 Members of Committees

In the event of a vacancy in any other elected committee, such committee shall be authorized to appoint a successor for the unexpired term, with the approval of the B.O.D. Consideration should be given to alternate candidates on the ballot.

10.7.7 Vacancy Because of a Move

Any office, the election or appointment to which is contingent upon congregational membership in a given region, shall be considered vacant should the incumbent cease to hold membership in a congregation of that region. This office shall be filled according to the manner prescribed.

11. AMENDMENTS

11.1 Amendments to these Bylaws may be made, provided:

11.1.1 They are not contrary to the Constitution and Bylaws of the Synod;

11.1.2 They are specified as Bylaw amendments and are submitted in writing to the District Constitution Committee prior to presentation to the Convention;

11.1.3 They are approved by the Synod's Commission on Constitution Matters prior to the action by the District Convention;

11.1.4 They are presented as overtures to the District Convention in the Convention Workbook and/or in Today's Business;

11.1.5 They are approved by a majority of the voting delegates at the District Convention; and

11.1.6 If adopted in a further amended, not pre-approved form, their adoption is subject to the procedure of LCMS Synod Bylaw 3.9.2.2.3 [b].

11.2 When necessitated by amendments to the Synod Constitution or Bylaws or otherwise expressly directed by a resolution of the Synod in convention, amendments may be made by a two-thirds majority of the District Board of Directors. Such amendments shall be drafted by the District Secretary, in consultation with the District Committee on Constitutional Matters, and shall be approved in advance by the Synod's Commission on Constitutional Matters. The amendments shall be reported to the voting members of the District within one month of their adoption by the District Board of Directors and to the next District Convention.