



CONGREGATIONAL CONSTITUTION

As we begin the New Year and annual congregational meetings are set, we are reminded of the need to keep our constitutions current following the 2011 ELCA Model Constitution for Congregations. Every two years at the Churchwide Assembly there are often changes to Congregational Constitutions that need to be adopted. The authority of the Model Constitution is in place and congregations need to update their constitutions regularly so they are not open to challenge. In order to accomplish this, your congregation would need to:

1. Download the 2011 ELCA Model Constitution for Congregations from the ELCA website. Link: <http://www.elca.org/Who-We-Are/Our-Three-Expressions/Churchwide-Organization/Office-of-the-Secretary/Congregation-Administration/Model-Constitution-for-Congregations.aspx>
2. Update making changes (that are alterable), additions and bylaws to the Model. If your congregation's constitution was updated in 2009, a list of the 2011 changes or additions are available on the ELCA website.
3. Submit an electronic copy of your constitution for review by the Constitution Committee to jill.roznowski@ecsw.org. You will receive a letter of approval or explanation of any parts that are not in accordance.
4. Adopt this updated constitution at your Annual Congregational Meeting.
5. Ratify this constitution the following year at your Annual Congregational Meeting. This is a two year process.

If you cannot file a copy electronically you can mail it to the Synod office: ECSW Attn: Jill, 16 Tri-Park Way, Appleton, WI 54914. If you have any questions, please contact Jill at 920-734-5381.