

SECTION TWO

DISTRICT PRESIDENT REPORT

DISTRICT HANDBOOK

FINANCIAL REPORT

AUDITORS REPORT

PRESIDENT'S REPORT TO THE DISTRICT

49th Convention of the North Wisconsin District

In his letter to the Christians at Ephesus St. Paul wrote, "...put off your old self, which belongs to your former manner of life and is corrupt through deceitful desires, and...be renewed in the spirit of your minds, and...put on the new self, created after the likeness of God in true righteousness and holiness." (Ephesians 4:22-24)

The phrase "be renewed in the spirit of your minds" in verse 23 is the basis for the theme of this convention—***"Revive! Renew! Reach Out!"*** The renewal which the apostle has in mind is something that God accomplishes in us rather than through us. In other words, it is God's doing and not something we accomplish through our will or efforts. It is essentially what Dr. Martin Luther had in mind when he wrote in his catechism concerning the Sacrament of Holy Baptism that "...the old Adam in us should by daily contrition and repentance be drowned and die with all sins and evil desires, and that a new man should daily emerge and arise to live before God in righteousness and purity forever."

When we recall our baptism we recall all that God has accomplished in us through the work of his Son, our Savior, Jesus. The blessings of His earthly ministry, particularly the salvation He won for us through His death on the cross, become ours through faith—the gift of God the Holy Spirit. Living each day in that salvation we are able to renounce Satan and put our trust in Christ Jesus alone. This is true of each of us personally and it is true of all of us together as we live out our faith in the body of Christ, the Church. In all of the changes and challenges that we live as the redeemed children of God we face them with confidence because of what He has done for us!

The past triennium has been one of change and transition in the North Wisconsin District. One challenge has been the transition to Policy Based Governance, a change adopted by the delegates to the 2006 District Convention. The Board of Directors and the Senior Staff pursued Policy Based Governance while honoring the existing structure of the District. The result has been a better line of communication between the Board of Directors, the President's Office, and the Senior Staff. Our approach included the creation of numerous task forces, resulting in more people being involved in District work than before. With 19 task forces either currently operating or having completed their work, over 70 individuals are serving including seven of the eight who were elected at the last convention. I wish to express my personal thanks to the Board of

Directors, Task Force members and Staff who have worked so diligently to carry out the mission and ministry of the North Wisconsin District!

The District has also begun work with the Synod's ***Ablaze!*** initiative. ***Ablaze!*** is the intentional effort by congregations of the Synod to reach 100 million people with the Good News by 2017, the 500th anniversary of the Reformation. Along with that ambitious outreach effort, the Synod is working to establish 2,000 new ministries and to revitalize 2,000 existing ministries. The work of revitalization is significant especially in North Wisconsin. We have put into place a team of trained individuals who will facilitate revitalization in those ministries that request and commit to a process known as Transforming Congregations. Work has already begun in one congregation and several more are in the exploratory stage. This will be one of the primary emphases in the next triennium as we seek together to ***"Revive! Renew! Reach Out!"*** The words of St. Paul to the Ephesians come to mind especially in this emphasis as congregations seek to be renewed in their commitment to living and proclaiming the Gospel in their communities and beyond. That renewed commitment includes a sense of urgency about the task of reaching the un-churched with the Good News of Jesus Christ!

Another significant challenge in the past triennium was addressing facility issues at Camp Luther as a result of changes in the way that Wisconsin Statutes are interpreted as they apply to camps. The challenge was met through the diligent efforts of the Camp and Senior Staff so that all of the necessary improvements were made. The members of the North Wisconsin District responded generously and lovingly in their support. Today Camp Luther is better positioned even than before to carry out a fruitful ministry to the Body of Christ. There will always be challenges, especially as portions of the camp age and need repair or replacement, but we have every confidence that Camp Luther will not only continue but will flourish in the unique ministry that only a Christian camp can provide.

Along with the improvements made at Camp has been the very well received and successful program known as "Every Kid to Camp!" Through the generous support of "EK2C" hundreds of children who might not otherwise have the opportunity to experience the ministry of Camp Luther will now be touched with the Gospel and will take that experience back to their home and family. This effort will help to sow the seed of the Gospel in ways that would not otherwise happen.

The challenges will continue for the North Wisconsin District as we seek to be faithful to the Lord who has called us in Holy Baptism. For that reason we do well to remember St. Paul's exhortation to the Ephesians to "...be

renewed in the spirit of (our) minds.” In all that we do, individually or collectively, we seek to have in us the mind of Christ. Christ Jesus came not to be served but to serve. So we also are servants, first of Christ Jesus and then of each other, all for the sake of the Gospel. To that end may God **Revive!** us by his Spirit, **Renew!** us in our baptismal grace, so that together we **Reach Out!** with the saving Good News that alone brings the promise of eternal life!

ADDENDUM

The Handbook of the Synod requires that certain other information be reported to the Convention. This information follows:

1. During the triennium, the Board of Directors approved 17 amended congregational constitutions.

July 2006

Rock of Ages, Minocqua

February 2008

Christ, Wausau
St. Matthew, Eau Claire
Christ, Trego
Our Saviour, Green Bay
Our Redeemer, Webster
St. Mark, Rhinelander
St. John, Suring

May 2008

Zion, Aniwa

November 2008

St. Paul, Wittenberg
St. Paul/St. Peter, Whitehall/Osseo
Immanuel, Marshfield

February 2009

St. Paul, Laurium
St. John Tigerton
Redeemer, Green Bay
Hope, DePere
Pilgrim, Green Bay

2. The following district congregations observed significant anniversaries during the past triennium. May God graciously continue to use and bless them to gather, strengthen, and equip his people for Christian witness and godly living!

50 years	2007 Pilgrim, Green Bay
75 years	2007 Our Savior, Gresham 2009 St. Matthew, Eau Claire St. Luke, Elcho
100 years	2007 Christ, Chili St. Paul, Marengo Bethlehem, Milan 2008 Grace, Alma Center Trinity, Wausau 2009 St. John, Black River Falls
125 years	2007 St. John, Tigerton Trinity, Spencer Trinity, Athens 2008 Trinity, Chelsea Peace, Antigo Trinity, Medford St. Jakobi, Shawano St. Paul, Shawano 2009 Zion, Ashland Christ, Comstock St. Paul, Fairchild St. Peter, Osseo
145 years	2009 St. John, Fall Creek

3. Significant Anniversaries of professional church workers were acknowledged at the Professional Church Workers Conference in 2008. There are eight pastors with 60 or more years at the time of printing:

William Uttech	76 years
Lorman Petersen	69 years
Carl Luedtke	68 years
Donovan Bakalyar	66 years
T.P. Bradtke	65 years
Melvin Dake	65 years
Williard Burce	61 years
Norman Natzke	61 years

North Wisconsin District The Lutheran Church—Missouri Synod



2009 HANDBOOK

Mission Statement

~~The mission of the North Wisconsin District is to support, Complement, and together extend the ministries of member Congregations in carrying out the Great Commission.~~

*The mission of the North Wisconsin District of
The Lutheran Church—Missouri Synod is
to make disciples and seek the lost.*

Vision Statement

The vision of the North Wisconsin District is that congregations and their leaders demonstrate their commitment to the urgency to reach the lost in their neighborhoods and communities and beyond.

**North Wisconsin District
The Lutheran Church—Missouri Synod
3103 Seymour Lane
PO Box 8064
Wausau, WI 54402-8064**

715-845-8241 or 800-333-2421

Table of Contents

I. ARTICLES OF INCORPORATION	4
II. CONSTITUTION	7
III. BYLAWS	
1.00 District Structure	8
2.00 Boards	14
3.00 Officers, Staff, and Other Positions	16
4.00 District Convention	21
5.00 Nominations and Elections	23
6.00 Other Regulations27

SECTION I

**RESTATED ARTICLES OF INCORPORATION
of the
NORTH WISCONSIN DISTRICT
of
THE LUTHERAN CHURCH—MISSOURI SYNOD**

Pursuant to Section 181.39 of the Wisconsin Statutes, the North Wisconsin District of The Lutheran Church—Missouri Synod, a Wisconsin corporation, without stock and not for profit, does hereby restate its Articles of Incorporation, and does hereby elect to become subject to Chapter 181 of the Wisconsin Statutes. These restated Articles of Incorporation supersede and take the place of the heretofore existing Articles of Incorporation and amendments thereto.

ARTICLE I NAME

The name of the corporation shall be North Wisconsin District of The Lutheran Church—Missouri Synod.

ARTICLE II EXISTENCE

The period of existence shall be perpetual.

ARTICLE III PURPOSES

The purposes of this corporation - being a corporate body consisting of the various congregations of Northern Wisconsin and Upper Michigan, organized as corporations or existing as voluntary organizations, of the North Wisconsin District of The Lutheran Church—Missouri Synod, that as congregations and individual members of such congregations accept and remain true to the canonical books of the Old and New Testament as the sole and exclusive rule of the Christian doctrine and practice, and acknowledge as a true exhibition of sound Christian doctrine the Book of Concord of the year of our Lord 1580 – shall be to promote the efficiency and extend the influence of the North Wisconsin District of The Lutheran Church—Missouri Synod, and to cooperate in ecclesiastical work in the extension of The Lutheran Church—Missouri Synod, by educational, charitable, and missionary work and in helping to establish and maintain colleges, seminaries, and other institutions of learning for the education of ministers and teachers for The Lutheran Church—Missouri Synod, and thereby to aid and perpetuate the good work of disseminating the knowledge of the Gospel throughout the world, and to engage in any lawful business or purpose for which non-stock and non-profit corporations may be organized under Chapter 181 of the Wisconsin Statutes.

ARTICLE IV RELATIONSHIP TO THE SYNOD

This corporation, as part of The Lutheran Church—Missouri Synod (the Synod), acknowledges its allegiance to the Synod and to the convention of the Synod (the convention). It submits to the authority of the Synod and the convention. It accedes to, recognizes, and accepts the doctrine taught and practiced in the Synod (Art. II) and also the Articles of Incorporation, Constitution, and Bylaws of the Synod, as currently in effect and as may hereafter be amended from time to time.

In the event of any conflict or inconsistency between the organizational documents of this corporation and the Articles of Incorporation, Constitution, or Bylaws of the Synod, as may hereafter be amended from time to time, the Articles, Constitution, or Bylaws of the Synod shall control and govern.

ARTICLE V DISSOLUTION

In the event this corporation is dissolved or its existence otherwise terminates or is terminated, all right, title, and interest in and to its property, whether tangible or intangible and whether real or personal, shall thereupon automatically vest in or be transferred to the Synod, and this corporation covenants and agrees to execute and deliver to the Synod such documents and instruments and to take such other and further actions as the Synod may deem reasonably necessary or desirable, in order to evidence and give full effect to the foregoing.

ARTICLE VI PRINCIPAL OFFICE

The location of the principal office of the corporation shall be 3103 Seymour Lane, Wausau, Marathon County, Wisconsin.

ARTICLE VII REGISTERED AGENT

The name of the registered agent of the corporation at the time of the adoption of these restated Articles of Incorporation is the Citizens State Bank and Trust Company.

ARTICLE VIII REGISTERED AGENT ADDRESS

The address of the registered agent of the corporation at the time of the adoption of these restated Articles of Incorporation is Wausau, Wisconsin.

ARTICLE IX DIRECTORS

The number of directors shall be as fixed by the Bylaws of the corporation but shall not be less than three (3).

ARTICLE X MEMBERSHIP

The members of the corporation shall be the various congregations organized as corporations or existing as voluntary organizations; *ministers of religion--ordained; and ministers of religion--commissioned*, now constituting the North Wisconsin District of The Lutheran Church—Missouri Synod. Other congregations may become members in accordance with the Bylaws, provided they as congregations and the individual members who compose them, believe in and remain true to the canonical books of the Old and New Testament as the sole and exclusive rule of the Christian doctrine and practice and acknowledge as a true exhibition of sound Christian doctrine the Book of Concord of the year of our Lord 1580.

Membership in the corporation may be terminated as provided in the Bylaws.

The voting rights of the members of the corporation shall be as specified and fixed in the Bylaws of the corporation.

ARTICLE XI AMENDMENTS

Amendments to these Articles of Incorporation may be made at any regular or special meeting of the corporation, provided the same are not inconsistent with the fundamental principles of the corporation as set forth in Article III or of the laws of the State of Wisconsin, and two-thirds of the accredited delegates present at such convention shall vote for such amendments, and provided, further, that a copy of the proposed amendment or amendments shall have been forwarded to all congregations constituting the membership of the corporation sixty (60) days before such meeting.

ARTICLE XII NON PROFIT

This corporation is formed without capitol stock and no dividends shall ever be declared nor pecuniary profit be distributed among its members.

SECTION II

**CONSTITUTION
of the
NORTH WISCONSIN DISTRICT
of
THE LUTHERAN CHURCH—MISSOURI SYNOD**

The Constitution of The Lutheran Church—Missouri Synod as printed in the current edition of the *Handbook of The Lutheran Church—Missouri Synod* is also the Constitution of the North Wisconsin District. *The Bylaws of the Synod shall be primarily the Bylaws of the district.*

SECTION III

**BYLAWS
of the
NORTH WISCONSIN DISTRICT
of
THE LUTHERAN CHURCH—MISSOURI SYNOD**

1.00 DISTRICT STRUCTURE

1.01 Preamble

- a. Committed to a common confession and mission, congregations of The Lutheran Church—Missouri Synod join with one another in a Synod to support and work with one another in accordance with their commonly adopted objectives (See Constitution Article III).
- b. The Synod supports its member congregations by providing resources and assistance for their local ministries. It provides those ministries which can be accomplished more effectively in cooperation with sister congregations.
- c. The delegate convention of the Synod is the legislative assembly which ultimately establishes policy and provides program direction to carry on the Synod's work, reserving to itself the right to give direction to all officers, boards, and commissions of the Synod (See section on Synod Convention in current Handbook).
- d. The district is an administrative arm of the Synod. It implements resolutions of the Synod within the district. The Synod is not merely an advisory body in relation to the district. The district is the Synod itself performing the functions of the Synod within the boundaries of the district. The Constitution of the Synod, therefore, is also the Constitution of the district as are the applicable Bylaws contained in the current edition of the *Handbook of The Lutheran Church—Missouri Synod*. Resolutions of the Synod also are binding on the district.
- e. The district supports its member congregations by supplying resources, providing assistance and conducting other ministries for the entire district.
- f. The delegate convention of the district is the legislative assembly which ultimately establishes policies and provides program direction to carry on the work of the district. ~~reserving to itself the right to give directions to all officers, boards, standing committees, committees, and task forces of the district.~~
- ~~g. The organizational chart printed on the following page shall serve as a graphic illustration of the relationships between District Board of Directors, standing committees, committees, task forces, officers, staff and other appointed persons.~~
- g. The organizational chart included at the end of this document shall serve as a graphic illustration of the relationships in policy-based governance between the district's structure: Board of Directors, Administrative Services Committee, Stewardship/ Finance

Committee, Nominations Committee, task forces, officers, staff and other appointed persons.

1.02 Offices

- a. The district office is located at 3103 Seymour Lane, Wausau, WI 54401.
- b. The location of the district office may be changed by the district convention or the board of directors.

1.03 Membership

- a. Membership in the *Synod District* is held and may be acquired by congregations, ~~ministers of the Gospel, teachers, and deaconesses of~~ ministers of religion—ordained and ministers of religion—commissioned, such as teachers, directors of Christian education, directors of Christian outreach, directors of family life ministry, directors of parish music, deaconesses, parish assistants, and certified lay ministers of the Evangelical Lutheran Church who confess and accept the confessional basis of Article II of the Constitution. ~~(Constitution Article V) "Ministers of the Gospel, teachers, and deaconesses of the Evangelical Lutheran Church," as used in Constitution Article V, have been designated by the Synod as "ministers of religion, ordained" and "ministers of religion, commissioned" respectively.~~ These are the only individuals eligible for membership in the Synod ~~and District~~.
- b. A congregation applying for membership in the *Synod District* must have its constitution approved ~~either by the district board of directors. or by the Synod before membership is granted.~~
- c. Membership in the *Synod District* may be terminated either by voluntary withdrawal or by expulsion. Members who act contrary to the confession laid down in Article II of the Constitution and to the conditions of membership laid down in Article VI of the Constitution or persist in offensive conduct, shall, after previous futile admonition, be expelled from the *Synod District* in the manner provided by the Constitution and Bylaws of the Synod. Termination of a member's affiliation with The Lutheran Church—Missouri Synod shall automatically terminate its membership in this district.
- d. Any member whose membership in this *Synod District* has been terminated by any means shall forfeit any rights to any property of the *Synod or* district.
- e. An expelled member shall have the right of appeal as provided in the Handbook of The Lutheran Church—Missouri Synod.

1.04 Board of Directors

- ~~b~~.a. The board of directors shall consist of 14 voting members and 1 advisory member. The voting members shall be the five officers, namely, the president, the three vice presidents, and the secretary; and nine directors, namely, one ~~pastor~~ *minister of religion--ordained*, two *ministers of religion--commissioned teachers* and six lay persons. All members are elected by the convention except the treasurer who is appointed by the board of directors. The treasurer shall serve as an advisory member of the Board.
- a.b. The board of directors shall have full authority to manage and control the property and affairs of the district except as the powers of the board may be limited by the Bylaws or by the district convention. The board of directors also shall have such other powers as may be authorized by the district convention.
- c. All directors shall be a member of a member congregation of the district. Any member of the board of directors whose membership in a member congregation has been terminated shall cease to be a director of this district.
- d. The board, at the first meeting of the triennium, shall elect from within the membership of the board of directors, a chair and vice chair, who shall preside at board meetings.
- e. Meetings of the board of directors shall be held at such time and place as may be designated by the district president or the board of directors. A majority of the directors entitled to vote shall constitute a quorum.
- f. Vacancies on the board of directors shall be filled by appointment by the board of directors, except that a vacancy in which the director is also an officer shall be filled as hereinafter provided. A director appointed by reason of vacancy shall complete the unexpired term of the director he succeeds.
- g. The board of directors shall have power to act informally pursuant to Wisconsin Statutes.
- ~~h. The Board of Directors shall establish such standing committees as may be directed by the Convention. It shall also have power to establish committees and task forces and to delegate authority to such bodies to aid in carrying out its duties. However, responsibility for the actions of such bodies shall continue to be with the Board of Directors.~~
- ~~i~~.h. The board of directors is authorized at any time to ~~recommen~~ *establish* policy ~~or~~ and refer decisions to the district convention for approval or disapproval.
- ~~j. The Board of Directors shall direct and supervise the standing committees as well as all committees and task forces and may call on them for a direct report at any time.~~
- ~~k~~.i. All standing committees ~~and committees and taskforces~~ shall triennially make a complete comprehensive report of their activities to the board of directors at least 120 days before the convention to enable the board of directors to make its triennial report to the district convention.

- ~~l.~~ All standing committees, committees, task forces and individuals to whom certain responsibilities have been assigned shall also give a report to the convention if either the convention or the Board of Directors so instructs them.
- ~~m.~~~~j.~~ The work of the board of directors, unless otherwise specifically stated, is implemented by the district president through the district staff and other persons who have been assigned to a particular task.
- ~~n.~~~~k.~~ The board of directors, upon recommendation of the district president, shall engage legal counsel and services as needed by the district.

~~1.05 Standing Committees~~

- ~~a.~~ Membership of the standing committees shall be in part elected by the convention — with a view toward direct control — and in part appointed by the Board of Directors — with a view toward matching talents with tasks.
- ~~b.~~ Each standing committee consist of six members: one pastor and one layman elected by the convention; two members of the Board of Directors appointed by the Board of Directors; and two members at large appointed by the Board of Directors. At least one board member of the standing committee shall be a minister of religion, commissioned.
- ~~c.~~ The standing committees shall organize themselves every three years after the roster of membership has been completed.
- ~~d.~~ The ongoing work of the District shall be under the general supervision of the Board of Directors, which shall assign direct responsibility for various areas of this work to the standing committees. These standing committees shall establish policies and make decisions in areas assigned to their responsibility. These policies and decisions shall be reported to the Board of Directors. Each standing committee shall report regularly to the Board of Directors and also report triennially to the District Convention if requested by the Board of Directors or District Convention. All *standing committee* decisions are subject to the approval of the Board of Directors.
- ~~e.~~ The areas of responsibility for each standing committee shall be established by and may be amended by the Board of Directors. A current list of these responsibilities shall be included in the District Operations Manual.
- ~~f.~~ Where the importance or scope of an area of responsibility warrants it, the Board of Directors, upon recommendation by a standing committee may establish a committee to carry out specific assignments under the direct supervision of the standing committee responsible for that area.
- ~~g.~~ Whenever deemed necessary, opportunity shall be created for a standing committee or standing committees to meet as a body with the Board of Directors.
- ~~h.~~ The standing committees shall have authority to recommend policies and refer decisions to the District Convention.

- ~~i. The standing committees shall direct and supervise their committees and task forces, in all of the areas of responsibility assigned to them.~~
- ~~j. The work of the standing committees unless otherwise specifically stated, is implemented by the District Staff under the direction of the District President.~~

1.06 Committees

- ~~a. Each committee shall be established and organized by the Board of Directors of a standing committee with the approval of the Board of Directors or by the Board of Directors itself. Guidelines for each committee shall be approved by the Board of Directors.~~
- ~~b. The District President, upon recommendation of the governing standing committee and with the approval of the Board of Directors, shall appoint committees. Each committee shall consist of three to five members, unless otherwise directed by the establishing body, and shall ordinarily include at least one pastor, one minister of religion, commissioned and one lay person.~~
- ~~c. Committees are established to assist the standing committee in carrying out specific assignments and areas of responsibility e.g. education, older adult ministry.~~
- ~~d. Committees shall be directly responsible to the body which established it and shall report to that body as directed.~~
- ~~e. Committees can recommend policies and other decisions to the body that created it and establish internal policies and make decisions in matters that have been assigned to it.~~
- ~~f. A member of the District Staff shall ordinarily be assigned to each committee and shall work with it in carrying out its assignment under the direction of the District President.~~
- ~~g. Where the importance or scope of an area of responsibility warrants it, a committee may request its standing committee to establish and organize a task force to carry out specific assignments under the supervision of the committee.~~

1.07 Task Forces *(Moved to 2.03)*

- ~~a. Task forces are established to carry out specific assignments or tasks under the supervision of its establishing body.~~
- ~~b. Each task force shall be established and organized by the Board of Directors or a standing committee with the approval of the Board of Directors. Each task force shall consist of three to five members, unless otherwise directed by the establishing body.~~
- ~~c. Task forces shall be directly responsible to the body which established it and shall report to that body as directed.~~
- ~~d. A member of the District Staff shall ordinarily be assigned to each task force and shall work with it in carrying out its assignment under the direction of the District President.~~

1.08 Voluntary Positions

- ~~a. Voluntary positions (e.g. Archivist, Lutheran Witness District Supplement Editor, — etc.) may be established by the Board of Directors to accomplish the work of the District.~~
- ~~b. Guidelines for each position describing the purpose of the position, the method and length of appointment, lines of responsibility, etc. shall be approved by the Board of Directors and a job description for the position shall be included in the District Operations Manual.~~

~~1.091.05~~ District Staff

- a. The district president is responsible for the implementation of all board of directors' *outcome* policies and decisions. Ordinarily this is done through the district staff.
- ~~b. The District Staff is responsible for the implementation of all assigned standing committee policies and decisions as well as all assigned Board of Directors' policies and decisions under the direction of the District President.~~
- ~~c. The District Staff is also responsible for the implementation of all assigned committee and task force policies and decisions under the direction of the District President.~~
- ~~d.b.~~ The district staff assignments and evaluations shall be made by the district president with the approval of the board of directors.

2.00 BOARDS OF DIRECTORS, STANDING COMMITTEES AND TASKFORCES

2.01 Board of Directors

- a. The board of directors, ~~generally,~~ shall be responsible for the *general management and control of all District property and affairs between the conventions. Further, it shall be responsible for the work of all District standing committees, committees, and task forces under its supervision and direction. of the business and legal affairs of the district. It shall receive copies of all legal opinions or written counsel received by the district. It shall be authorized to take on behalf of the district any action related to such business and legal affairs which has not been expressly delegated by Constitution, Bylaws, and resolutions of the Synod or district.*
- ~~b. Specifically, the Board of Directors shall be responsible for the supervision and coordination of all District work; for monitoring District priorities; for all personnel matters; for community and government relations; for the District Handbook, the Archives, all District publications, and public relations. Ordinarily, the Board of Directors shall carry out these responsibilities through its Administrative Services Committee.~~
- b. *The board of directors shall provide for the review and coordination of the policies of the district, evaluate plans and policies and communicate suggestions for improvement.*
- ~~c. The Board of Directors shall cause to be published and kept current a Handbook containing all Bylaws of the District. It shall also be responsible for a District Operations Manual which shall include the areas of responsibility for each standing committee, committee, and task force, job descriptions for the District Staff and individual positions, and board policy and procedures. All changes in the District Operations Manual shall be approved by the Board of Directors.~~
- ~~d. Specific areas of responsibility and other direction for the Board shall be contained in the District Operations Manual.~~
- c. *The board of directors shall have such powers and duties as are accorded to it by the Constitution, Bylaws, Articles of Incorporation, resolutions, and policies of the Synod, as well as those of the district. (See Synod Bylaw 4.5.1)*

2.02 Standing Committees

- a. *Standing committees shall perform board functions.*
- b. *Standing committee members are appointed by the board chairperson and the district president from current board membership.*
- c. *The district president may assign staff to standing committees as ex officio members.*

- d. *The board chairperson or district president shall recommend to the board-specific monitoring or governing responsibilities to each standing committee.*
- e. *An Administrative Services Committee and Stewardship/Finance Committee are appointed by the board chairperson and the district president from current board membership.*

2.03 Taskforces (Moved from 1.07)

- a. *Taskforces are established to carry out specific assignments or tasks under the supervision of its establishing body.*
- b. *Each taskforce shall be established by the board of directors or district staff. Staff-generated taskforces are formed, managed, responsible to, and dissolved under the direction of staff.*
- c. *Taskforces established by the Board shall be formed, managed, responsible to, and dissolved under the direction of the Board.*
- d. *A member of the district staff shall be assigned to each staff-generated taskforce and shall work with it in carrying out its assignment under the direction of the district president.*
- e. *Board members may serve on board generated taskforces whose sole purpose is to perform board functions.*

~~2.02 Standing Committee for Congregational Services~~

- ~~a. The Standing Committee for Congregational Services, generally shall be responsible for all District services provided to assist congregations in carrying out their ministry including education, evangelism, stewardship, care ministries, family ministries and communications.~~
- ~~b. Specific areas of responsibility and other direction for the standing committee shall be contained in the District Operations Manual.~~

~~2.03 Standing Committee for Missions~~

- ~~a. The Standing Committee for Missions, generally, shall be responsible for all District services provided in behalf of District congregations, including new parishes, subsidized parishes, campus ministry, deaf ministry, and institutional ministry.~~
- ~~b. Specific areas of responsibility and other direction for the standing committee shall be contained in the District Operations Manual.~~

2.04 ~~Standing Committee for Camp Luther and Youth~~

- ~~a. The Standing Committee for Camp Luther and Youth, generally, shall be responsible for all youth ministry services provided in behalf of District congregations, and specifically the ministry of Camp Luther.~~
- ~~b. Specific areas of responsibility and other direction for the standing committee shall be contained in the District Operations Manual.~~

2.05 ~~Standing Committee for Finance~~

- ~~a. The Standing Committee for Finance, generally, shall be responsible for all financial services including fiscal management, property management, student grants, LCMS Foundation and Lutheran Church Extension Fund.~~
- ~~b. Specific areas of responsibility and other direction for the standing committee shall be contained in the District Operations Manual.~~

The board of directors is not responsible for:

- The Roster
- The Calling Process
- Ecclesiastical Supervision
- Discipline and Excommunication cases

3.00 OFFICERS, STAFF, AND OTHER POSITIONS

3.01 Officers

- a. The officers of the district shall be a president, first vice president, second vice president, third vice president, secretary, treasurer, and circuit counselors.
- b. The president, vice presidents, secretary and circuit counselors shall be ~~pastors~~ *ministers of religion—ordained* who are on the roster of the Synod and shall be elected by the Convention. The treasurer shall be appointed by the board of directors.
- c. The vice presidents shall be elected on a regional basis and each vice president shall live within the region he represents. The three regions are as follows: Region A – Circuits 2, 12, 13, 14, 18 and 19; Region B – Circuits 1, 5, 6, 7, 11, 16, and 17; Region C – Circuits 3, 4, 8, 9, 10, 15, and 20.
- d. In the event that a vice president moves from his region, the district president shall appoint the candidate within the region who received the next highest number of votes in the election to fill the unexpired term assuming the rank of the third vice president. In the event that no candidate is available the district president with the approval of the board of

directors shall appoint a ~~pastor~~ *minister of religion—ordained* of the region to fill the unexpired term assuming the rank of third vice president. The ranking of the other vice presidents shall be adjusted accordingly.

3.02 Terms of Office

- a. The term of office of the president, vice presidents, secretary and circuit counselors and of members of the district boards *of directors* and committees shall be three years, unless these Bylaws shall hereinafter specifically provide otherwise.
- b. The office of president, vice presidents, secretary of the district, and of the circuit counselors, shall be without limitation as to re-election. All other elected district officers and members of the district board of directors ~~and all standing committees~~ shall be ineligible for re-election to the same position after serving a total of two complete successive terms. ~~Appointed members of District standing committees, and committees shall be ineligible for re-appointment after serving a total of two complete successive terms.~~ Officers, *and* members of the board of directors, ~~standing committees, committees and commissions~~ may become eligible again for election or appointment to the same office or board ~~or committee~~ after an interval of three or more years.
- c. Any officer or member of ~~a~~ *the* board *of directors* or *Nomination Committee* ~~committee~~ who is ineligible for re-election or re-appointment may be elected or appointed to any other position.
- d. The limitation on tenure shall not apply in cases which are specifically excepted from such limitation by these Bylaws.

3.03 Procedure for Assuming Office

- a. All elected officers, *and* the board of directors ~~and members of all standing committees~~ shall assume their duties thirty days after their election.
- b. All appointive offices shall be filled within 30 days after the elected officials have assumed their duties.

3.04 Removal from Office

- a. Any elective or appointive officer whose membership in a member congregation of this district has been terminated shall cease to be an officer of this district.
- ~~b. Any elective or appointive officer may be removed for cause.~~
- ~~e.b.~~ Those who have been elected or appointed to a district position and find it necessary to be absent from meetings repeatedly are to resign their position.
- ~~d.c.~~ Two consecutive unexcused absences shall be considered a voluntary resignation.

3.05 Vacancy

- a. In the event of a vacancy in the office of the president, the next ranking vice president shall be the president of the district.
- b. A vacancy in the office of first vice president shall be filled by advancement of the second vice president.
- c. If any office cannot be filled by advancement, such office shall be filled by appointment by the board of directors.
- d. A vacancy in the office of circuit counselor shall be filled by appointment by the district president.
- e. A vacancy in any other elective or appointive office of the district shall be filled by appointment by the board of directors except as provided for in Bylaw 3.01.d.
- f. An officer appointed by reason of a vacancy shall complete the unexpired term of the officer he succeeds.

3.06 Duties of Officers

- a. The officers shall have such authority and perform such duties as may be necessary for the operation of the district consistent with the Articles of Incorporation and the Bylaws and shall have such powers as provided by Wisconsin Statutes.
- b. The officers of the district may delegate duties necessary to accomplish the work of the district. However, no officer may delegate the responsibilities connected with his office.

3.07 District President

- a. The president shall preside at regular and special conventions of the district and shall generally discharge the duties pertaining to his office. He shall present a report of his official work to the district convention. (*See Synod Constitution Art. XII and Bylaw section 4.4*)

- b. At the first regular meeting of the board of directors following the district convention in which the president is elected, the vice presidents and secretary of the district shall sign and issue a Certificate of Election to the elected president.
- c. If the office of district president becomes vacant after the president has assumed office, or if the president becomes incapacitated, the office shall be assumed by the first vice president who, while remaining pastor of a parish, shall serve as president of the district until the time of the next presidential election. A reasonable stipend determined by the board of directors shall be paid him.
- d. The salary and housing allowance of the district president shall be established and reviewed annually by the board of directors; all travel and other expenses connected with his official duties shall be paid by the district; as well as the necessary contributions to the Concordia Plans.
- e. If the president is not re-elected or if he resigns before he qualifies for Synod retirement benefits, a stipend may be paid as determined by the board of directors for such length of time as seems advisable to provide adequately for his sustenance. This shall include the necessary contributions to the Concordia Plans.
- f. *Positions such as archivist and Lutheran Witness District Supplement editor, etc. shall be appointed by the district president to accomplish the work of the district. (This section moved from 1.08)*

3.08 District Vice Presidents

- a. The district vice presidents shall generally discharge such duties as pertain to their offices and as delegated by the president.

3.09 District Secretary

- a. The district secretary shall keep a full and complete record of the proceedings of the district at its regular and special conventions and the meetings of the board of directors and generally perform the duties ordinarily pertaining to the office.

3.10 District Treasurer

- a. A district treasurer shall be appointed by the board of directors and shall be considered a member of the district staff. He shall perform the duties ordinarily pertaining to that office, particularly to keep accurate books of account of the finances of the district. He shall submit annually and whenever required by the board of directors, a full and accurate statement of all transactions, finances, and property of the district. He shall prepare a detailed report for the board of directors to be presented by them to the regular or special convention of the district and shall perform such other duties as may be prescribed by the board of directors. *He shall report no less than twice each fiscal*

year to the member churches of the district through an official periodical, this may include but not be limited to the district webpage, the income and expenses of the district. This reporting may include but not be limited to general expense categories such as salaries, amount forwarded to Synod, office expenses and supplies, maintenance and utilities, Camp Luther, and the like, as decided by the district board of directors.

- ~~b. A job description for the District Treasurer shall be included in the District Operations Manual.~~

3.11 Circuit Counselors

- a. Each circuit counselor shall assist the district president within the circuit.
- b. A job description for the circuit counselor is included in the *Synod Handbook* and additions to this job description shall be included in the *District Operations Manual*.

3.12 District Staff

- a. The district staff shall include the district treasurer and such other individuals called or appointed to assist the president in implementing the decisions and policies of the convention and the board of directors. District staff positions, *with the exception of the district treasurer*, may be created or eliminated by the district convention or the district board of directors and shall be filled by the board of directors.
- ~~b. A current list of specific District Staff positions together with a current job description for each shall be included in the District Operations Manual.~~
- ~~e.b.~~ Members of the district staff shall be called or appointed for a period of three years, each call or appointment subject to renewal at the end of the year in which the district convention is held.
- ~~d.c.~~ Members of the district staff are responsible to the district president.

4.00 DISTRICT CONVENTION

4.01 Convention Regulations

- a. The district convention shall meet during the year preceding the Synod Convention unless otherwise directed by the Synod. The board of directors shall determine the date and place of the meeting.
- b. Notice of the convention shall be given at least 60 days before the time set by publication in the official publications of the North Wisconsin District or in such manner as may be determined by the board of directors.
- c. A convention committee of five to fifteen members shall be appointed by the district president to assist him in planning the convention.
- d. A convention manual containing appropriate reports and the overtures shall be published in a suitable form by the district president.
- e. The convention theme, the essayist and the topic shall be selected by the district president and submitted to the board of directors for approval.
- f. The convention calendar shall be arranged by the district president and all necessary committees shall be appointed by him. To aid in this appointment, the names of all pastoral and lay delegates, together with a description of their experiences and talents, shall be submitted to the district president no later than 120 days prior to the opening of the convention.
- g. A convention parliamentarian shall be appointed by the district president, who shall advise the president and/or the assembly regarding proper parliamentary procedure when requested to do so.
- h. The convention registration fee shall be determined by the board of directors.

4.02 Special Meetings

- a. Special meetings of the district shall also be organized and conducted in the same manner as the regular district convention.
- b. Special meetings of the district may be called by the president or the board of directors and shall be called by the president upon written petition being filed with the board of directors and signed by at least ten percent (10%) of the member congregations of the district.
- c. The board of directors shall determine the time and place of special meetings.

4.03 Convention Delegates

- a. Voting delegates shall include one pastor from each member congregation or parish and the duly elected lay representative of each member congregation or parish. If a pastor serves two or more member congregations, these shall be considered as one parish and shall be entitled to only one lay vote. The names and addresses of lay delegates shall be published and made available to all district congregations approximately 45-60 days prior to the convention.
- b. Voting rights shall be exercised only by the accredited delegates in person and such voting rights cannot be exercised by proxy.
- c. All non-voting ordained members of the Synod within the district, all commissioned members of the Synod within the district, the members of the board of directors not representing their respective congregations as voting delegates, and the members of the district staff shall serve as advisory delegates entitled to voice and vote on a floor committee, if appointed, and to voice in the convention.
- d. Retired workers, ordained or commissioned, shall be guests of the convention. They need pay no registration fee, and lodging shall be furnished to them without cost. They shall serve as advisory delegates entitled to voice and vote on a floor committee, if appointed, and to voice in the convention.

4.04 Quorum

- a. A majority of the total number of voting delegates to which the member congregations of this district are entitled shall constitute a quorum for either a regular or a special meeting of the corporation.

4.05 Convention Overtures

- a. Overtures to the convention may be submitted by member congregations, ~~official pastor and teacher conferences, circuit pastoral conferences, circuit forums, the Board of Directors, and Standing Committees.~~ *of the Synod, the board of directors of the district, an official district conference of ordained and/or commissioned ministers, or a forum of a circuit.*
- b. Overtures shall be submitted in writing to the district president 120 days prior to the convention for inclusion in the convention manual.
- c. Late overtures shall be accepted for convention consideration only if a committee consisting of the district president, first vice president, and secretary agree that it is a matter of importance and urgency not adequately covered in other documents already before the convention.
- d. Overtures requesting the district to take action which is in conflict with the Constitution and Bylaws of the district or the Synod, or in matters for which the Constitution or

Bylaws have provided specific procedures, which contain defamatory allegations, or overtures which may subject the district president or the district to civil action for libel or slander, shall not be published or presented to any floor committee or to the convention; nor shall any overture be accepted with reference to any cause involving suspension, expulsion or appeals.

5.00 NOMINATIONS AND ELECTIONS

5.01 Nominations Committee

- a. A Nominations Committee consisting of seven members shall be elected at each district convention to serve as an ad hoc committee until the close of the next convention. One ~~pastor~~ *minister of religion—ordained* and one layman shall be elected from each of the following areas: Area A (Circuits 2, 12, 13, 14, 18, and 19); Area B (Circuits 1, 5, 6, 7, 11, 16, and 17); Area C (Circuits 3, 4, 8, 9, 10, 15, and 20); and one ~~teacher~~ *minister of religion—commissioned* from the roster of district ~~teachers~~ *ministers of religion--commissioned*. Members of the nominations committee may not succeed themselves. Vacancies on the committee shall be filled from the list of non-elected nominees in the order of the highest number of votes received. If this is not possible, a replacement shall be appointed by the district president. The retiring chairman and secretary shall serve as advisory members of the new committee.
- b. The nominations committee shall meet at least 270 days prior to the district convention to prepare a slate of candidates for the elections to be held at the forthcoming convention.
- c. The nominations committee shall nominate twice the number of candidates needed for each position on the general ballot. ~~but for any position or board, except the Board of Directors,~~ Only one candidate *for the board of directors* may be nominated from one parish. A report shall be submitted to the district president at least 120 days prior to the convention for inclusion in the convention manual, which shall contain the following information on the nominees for each position: name, age, address, congregational affiliation, occupation, specific qualifications and experiences for the position, and any other information which the nominations committee may request.
- d. The report of the nominations committee in the convention manual shall be in the form of a specimen ballot containing the names and pertinent information for each candidate, listed in alphabetical order for each position to be filled.
- e. Additional candidates may be nominated for any position on the general ballot by the convention provided that prior written consent has been obtained from the prospective candidate. Whenever possible, written information similar to that provided by the nominations committee shall be presented for each candidate nominated from the floor to the district secretary along with the written consent form at the time the name is placed in nomination or before. Nomination forms shall be sent to all delegates.

- f. All candidates nominated for any position on the general ballot by the Nominations Committee or from the floor must be approved by the convention before ballots are printed.

5.02 Elections Committee

- a. An Elections Committee of eight members shall be appointed by the district president to conduct and supervise all convention elections according to the regulations adopted by the district.
- b. When the nomination process for the positions on the general ballot is completed, the Elections Committee shall prepare a final specimen ballot containing the names and pertinent information for each candidate approved by the convention.
- c. All convention ballots shall be prepared by the Elections Committee. Only names and addresses shall be listed on ballots. The order of the nominees for each position on any ballot shall be determined by a drawing conducted by the Elections Committee. The order in which the nominees are listed on the general ballot shall be the same as on the final specimen ballot. The order of nominees on the initial ballot shall prevail for all succeeding ballots.
- d. A majority of all votes cast shall be required for election in all convention elections.

5.03 Nomination and Election of District president

- a. Each member congregation of the district shall be entitled to nominate one *minister of religion—ordained* pastor from the roster of the Synod as a candidate for district president. The district secretary shall mail to each voting congregation a ballot for this purpose. Those congregations wishing to place a name in nomination shall return the ballot signed by the president and secretary of the congregation to the district secretary not later than 120 days prior to the opening date of the convention.
- b. The nominating ballots shall be tabulated by the district secretary together with the chairman of the nominations committee. ~~All ministers of religion—ordained pastors receiving at least five votes shall be reported to the convention by means of the convention manual.~~ The candidates for the office of district president shall be the five ~~pastors~~ *ministers of religion—ordained* receiving the highest number of ~~votes~~ *nominations* except in the event of a tie for the fifth position among the candidates, all names involved in the tie shall be listed as candidates.
- c. The district secretary shall notify each candidate and secure in writing his approval for inclusion of his name on the convention ballot. Each candidate shall have ten days within which to indicate his willingness to serve. In the event of the death, declination, or unavailability of any candidate, the nominee having the next highest number of votes shall become a candidate.
- d. The district secretary shall publish in the convention manual brief biographies of the five candidates, giving such pertinent information on each candidate as age, residence,

number of years in the ministry in Synod and district, present position, district or Synod offices held, year of ordination, parishes served, involvement in community, government, or interchurch affairs, and any other specific experience and qualification for the office.

- e. The convention shall have the right to alter the slate at the proper time by amendment. Any delegate making a nomination from the floor shall have secured prior written consent of the pastor to be nominated together with the pertinent written information specified in paragraph d. above and shall submit both to the district secretary at the time the nomination is made or before. After all such amendments have been voted on, the convention shall ratify the slate of candidates.
- f. Each candidate shall be afforded the opportunity by the chairman of the convention to speak in behalf of his candidacy either in person or by someone in his behalf. The time allowed for such speeches shall be five minutes.
- g. The election shall be held as soon as possible in the first or second session. Each voting delegate shall be entitled to vote for one of the candidates. If no candidate receives a majority of the votes cast on the first ballot, the four candidates receiving the highest number of votes shall be retained on the second ballot. Thereafter, the candidate receiving the smallest number of votes shall be eliminated on each subsequent ballot until one candidate is elected.

5.04 Nomination and Election of Vice Presidents

- a. Every voting congregation of each region shall be entitled to nominate three candidates for regional vice president of its region. They shall be three different ~~pastors~~ *ministers of religion—ordained* from the roster of the Synod serving a congregation in the region, or from among the rostered emeritus ~~pastors~~ *ministers of religion--ordained* holding membership in one of the congregations of the region. A congregation may not nominate the same name more than once. Those congregations wishing to place names in nomination shall return the ballot signed by the president and secretary of the congregation to the district secretary at least ~~90~~ 120 days prior to the opening of the district convention. To facilitate this election, a list containing the names of all eligible ~~pastors~~ *ministers of religion—ordained* shall be submitted to the congregations with the official nomination ballot.
- b. The district secretary and the chairman of the nominations committee shall tabulate the nominating ballots. In the event of a tie among the three candidates receiving the most nominations in any region, the tie shall be broken by “casting lots” (Acts 1:26), subsequent to prayer for God’s guidance, under the supervision of the district secretary and the chairman of the nominations committee. The district secretary shall notify the three pastors receiving the most nominations in each region, and secure in writing the approval of each to have his name presented to the convention as needed.
- c. After the election of the district president, the names of the three eligible

~~pastors~~ *ministers of religion—ordained* having received the most nominations in each region shall be presented to the convention for election of the regional vice president by ballot vote.

- d. After all vice presidents have been elected, another ballot shall be taken to determine their rank.

5.05 Nomination and Election of Circuit Counselors

- a. The process for the nomination and election of circuit counselors is prescribed in the *Handbook of the Synod*.
- b. The amendment and/or ratification of the slate of circuit counselors shall follow the election of the district president and vice presidents.

5.06 General Election

- a. The election of all district officers, with the exception of the district president, vice presidents and circuit counselors, shall be done with one general ballot. This ballot shall be presented by the elections committee after the candidates for the general ballot have been approved by the convention which shall take place after the election of the circuit counselors.
- b. Candidates for the following positions shall appear on the general ballot: district secretary, the board of directors (one ~~pastor~~ *minister of religion--ordained*, one *minister of religion—commissioned teacher*, and six lay persons), ~~the Standing Committee for Congregational Services (one pastor and one lay person), the Standing Committee for Missions (one pastor and one lay person), the Standing Committee for Camp Luther and Youth (one pastor and one lay person), the Standing Committee for Finance (one pastor and one lay person)~~, and the Nominations Committee as provided for in Bylaw 5.01a. *Candidates shall also appear on the general ballot for election at every other convention of a member of the Synod's Committee on Convention Nominations as provided by Synod Bylaws 3.12.3.1-3.12.3.3.*

5.07 Induction

- a. The elected officers, the college of counselors, and the board of directors shall be jointly inducted into their office. The time and place shall be determined by the board of directors and shall be announced at the close of the convention. Arrangements for the induction services shall be made by the district president in consultation with the newly elected president and approved by the board of directors.
- ~~b. All other elected boards, commissions and individuals shall be inducted into office at the close of the District Convention by the District President with the assistance of the District Vice President.~~

6.00 OTHER REGULATIONS

6.01 Fiscal Year

- a. The fiscal year of the district shall begin on January 1 and shall end on December 31 of the same year.

6.02 Parliamentary Procedures

- a. The proceedings of the district convention and the meetings of the board of directors, ~~Standing Committees, committees and task forces~~ shall be governed by and conducted according to standard parliamentary practice, except as it may be in conflict with these Bylaws.

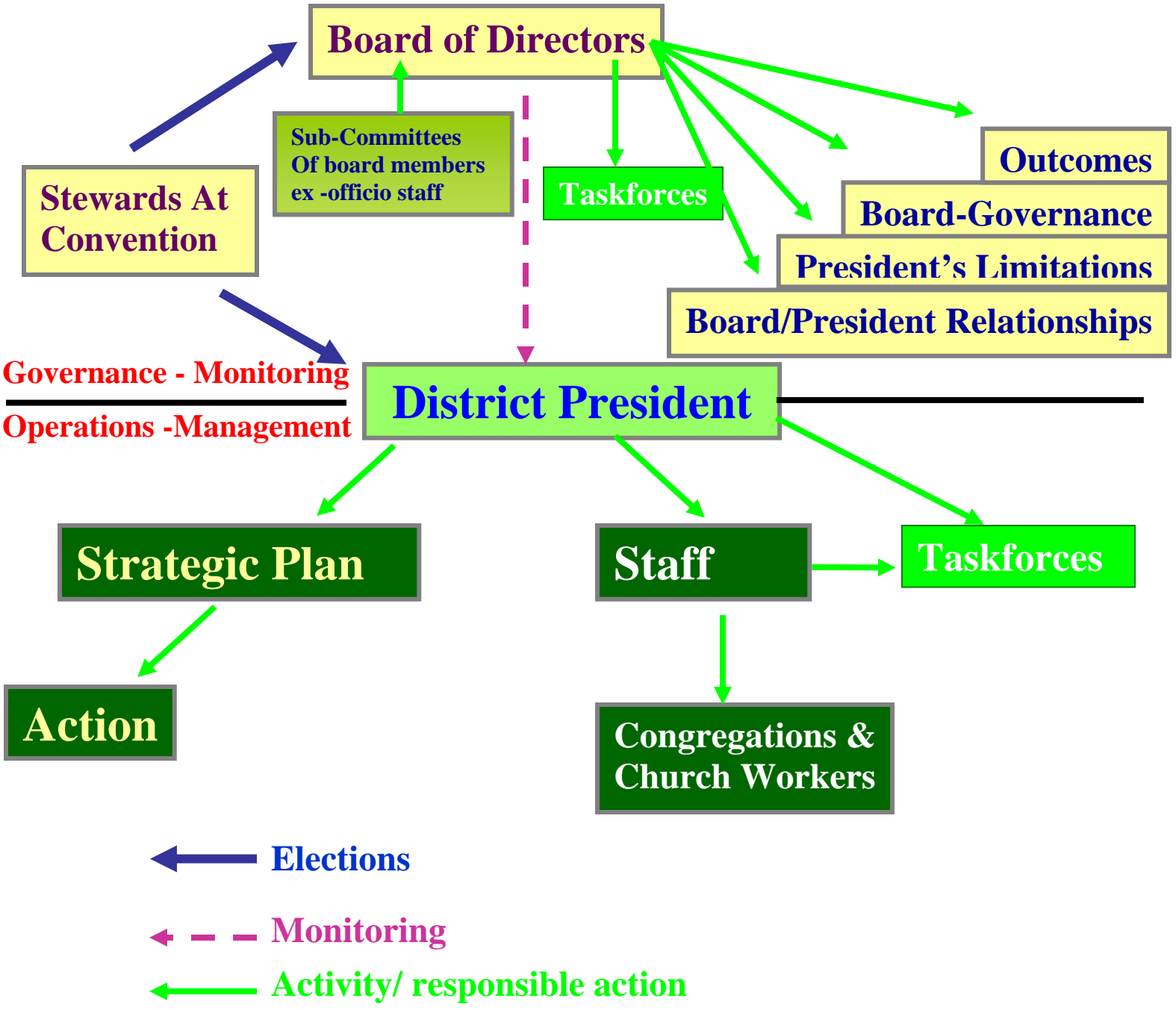
6.03 Interpretation of Bylaws

- a. The board of directors through ~~its~~ *an* Administrative Services Committee shall interpret the Constitution, Articles of Incorporation, Bylaws, and Resolutions of the district. Its opinions shall be binding unless the district convention or Synod overrules them.
- ~~b. Where the District Bylaws are in conflict with the Synodical Handbook, the current Synodical Handbook shall be followed.~~

6.04 Amendments

- a. Amendments to the Bylaws may be made provided they are not contrary to the Constitution; presented in writing to a convention of the district; specified as Bylaw

amendments and considered by a convention floor committee; adopted by the affirmative vote of a majority of the delegates present and voting. *All amendments to the Bylaws are required to be reviewed by the Synod's Commission on Constitutional Matters to ascertain that proposed amendments are in harmony with the Constitution, Bylaws, and resolutions of the Synod (Synod Bylaw 3.9.2.2.4).*



**NORTH WISCONSIN DISTRICT – LC—MS
SUMMARIZED FINANCIAL STATEMENT
FOR THE YEARS ENDED 2006-2008**

	Audited		Unaudited
	2006	2007	2008
Congregation Support	2,270,792	2,277,932	2,270,492
Outdoor Ministry	793,515	954,580	972,635
LCEF Ministry	172,680	132,820	105,240
Restricted	516,704	410,986	422,476
Unrestricted	216,646	322,147	240,891
TOTAL INCOME	3,970,337	4,098,464	4,011,734
Congregational % to Synod	40%	40%	42%
Synodical Support	908,317	911,695	949,324
Outdoor Ministry	1,041,751	1,077,846	1,243,637
LCEF Ministry	217,228	208,056	193,448
Ecclesiastical & Administration	64,188	98,370	74,562
Congregational Services	454,866	692,562	716,518
Scholarships – Preparing Church Work	112,688	103,446	116,187
Financial Services & Office	779,861	667,360	684,967
Development/Gift Planning	277,235	225,648	235,255
TOTAL EXPENSES	3,856,135	3,984,984	4,213,899
CHANGE IN NET ASSETS	114,202	113,480	(202,165)

**NOTE – Reported loss of 202K for 2008 is according to Generally Accepted Accounting Practices (GAAP) and reflects depreciation and other non-cash expenses. The NWD is in a positive cash flow and actual expenses have not exceeded income.

AUDITORS' REPORT

The current Auditors' Report is not currently available. Copies will be available in the District Business Office at the District Convention.