

First Lutheran Church
Gypsum, Colorado
Bylaws
Adopted January 26, 2020

These bylaws are intended to define the roles of the Officers of the congregation and to define the date of the Annual Congregation Meeting:

The Officers of the congregation shall be:

President: The President will conduct annual congregation meetings and periodic council meetings. The president will issue agenda for each meeting and will conduct the meetings in accordance with Robert's Rules of Order.

Vice President: The Vice President will fill the role of the President in the absence of the President.

Secretary: The Secretary will keep notes of all congregation and council meetings, will issue minutes of those meetings, and will maintain the correspondence, records and documents of the congregation and the council.

Treasurer: The Treasurer will cause the financial activities and records of the congregation to be maintained in an accurate manner; except that the records of individual pledges and giving will be maintained by the bookkeeper for the congregation. The Treasurer will report on the financial condition of the congregation at each congregation and council meeting.

The Officers shall be elected by the Council at its first meeting of the year and will serve in their capacity for the entire calendar year.

The Annual Congregation Meeting will be held on the last Sunday of January each year.