



**ST. PAUL EVANGELICAL LUTHERAN CHURCH  
CONTINUING RESOLUTION  
BOARD OF EVANGELISM**

WHEREAS, Section C12.01.02 of the Bylaws of St. Paul Evangelical Lutheran Church (hereafter the “Bylaws”) require the establishment of a Board of Evangelism; and

WHEREAS, Section C12.01.02 specifies that the authority of such Board should be outlined in a continuing resolution of the Congregation Council of St. Paul Evangelical Lutheran Church (hereafter the “Congregation Council”); and

WHEREAS, the Congregation Council met on September 28, 2010, and affirmed its desire to establish said Board and to vest in it certain responsibilities and authority;

NOW, THEREFORE, BE IT RESOLVED, that the Congregation Council does hereby establish a Board of Evangelism (hereafter the “Board”), to be organized and to operate as follows:

**COMPOSITION:** The Board shall consist of an elected Director and at least four (4) members.

**MISSION:** To bring the Gospel to the people without a church, the enlistment of all of God's people in the work of spreading the Gospel, and the deepening of the faith and commitment of the members of St. Paul Lutheran Church.

**RESPONSIBILITIES OF THE DIRECTOR:** The Director of the Board shall be responsible for the following :

1. Ensure meetings are conducted in accordance with *Robert's Rules of Order*, latest edition (see Section C10.07 of the Constitution of St. Paul Evangelical Lutheran Church).
2. Ensure minutes are taken at every meeting of the Board where there is a quorum.
3. Ensure Conflict of Interest statements are completed annually by each Board member and submitted to the Congregation President or the Church Administrator annually as required by Section C12.05.01 of the Bylaws.
4. Call meetings of the Board with sufficient regularity to ensure its business is conducted efficiently and in a timely manner.
5. Prepare and submit an annual budget request in the form and at the time requested by the Congregation Treasurer and the Finance Committee.
6. Appoint an Assistant Director to the Board.
7. Prepare and submit an annual report to the Congregation at the time and in the manner requested by the Congregation Council.

RESPONSIBILITIES OF THE BOARD:

1. Plan, promote, and carry out evangelism in the Congregation and in the community.
2. Coordinate with the Board of Public Relations to develop a program of community relations that identifies St. Paul Lutheran Church with the Gospel of Christ.
3. Be responsible for maintenance and follow-up of a prospect file of visitors and new members.
4. Participate in the reception, orientation, and integration of new members into the Congregation. Provide New Member Packets when new members are received.
5. Be conscious of the atmosphere of friendliness in the Congregation towards members and visitors and suggest ways and means of improvement.

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BRYAN BAESE  
Congregation President

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CYNTHIA RIFFE  
Congregation Secretary