

Constitution Review Checklist

1. Will synod council meet to consider approval of the constitution within 120 days of receipt?
Answer: It most always will. According to *C17.03 an amendment shall become effective if the congregation isn't notified within 120 days of receipt that there is a conflict with the ELCA or NC Synod constitutions. Should there not be a meeting with time for subsequent notification within 120 days of receipt, an email vote may be necessary.

2. Does the constitution include the amendments of starred paragraphs from the latest Churchwide Assembly which can be found listed on the following document on the ELCA website?
Answer: The 2005 amendments included some non-starred paragraphs. These do not have to be changed or incorporated. All of the 2007 amendments were to starred paragraphs, so all of those must be incorporated.

3. Do asterisks precede paragraphs as shown in the Model Constitution for congregations (MCC)?
Answer: An audit is usually sufficient as an initial check.

4. Does C1.01 include the city in the name of the congregation?
Answer: If not, is there more than one congregation with that name in the synod? If not, recommend that it be added. If so, addition of the city should be required.

 Use the congregation directory on the synod website to determine if there are multiple congregations with the same name. (There are 9 each Grace, St. Mark's and St. Paul's Lutheran Churches, 3 First Lutheran, etc)

5. Has a choice been made where alternatives are enclosed in brackets (example: *5.03i, *8.02.d; C10.01, C10.02., C11.01D, C11.02, C12.01, C12.05.a, C12.06.) ?

6. Have numbers been inserted where they are left to the congregation to determine (example: C10.02; C10.04; C12.01, C12.02, C12.05.c., 17.01, 17.04)?

7. Has the name of the North Carolina Synod been inserted at the appropriate places (Example: *5.04, *6.01; *7.01, *7.03, 7.05.b., *9.03.c.4)?

8. Has a choice been made depending on the congregation's situation at *C.6.05.g and h, and the other paragraph omitted?

9. Has numbering been maintained as shown in the MCC throughout, including at *C9.14-C9.21? [Omitted numbers are to allow for future additions]

10. Has only one of the alternative paragraphs been chosen where more than one alternative is offered in brackets (C11.02; C12.02)?

11. Has "North Carolina" been inserted at C12.05.a?

12. Do "starred" paragraphs (those preceded with an asterisk) appear exactly as shown in the MCC with no changes or alteration, additions or deletions?

13. Are there no non-starred paragraphs that conflict with the MCC, synod or ELCA constitutions?

14. Are all Bylaws consistent with the congregation's constitution, the MCC, synod and ELCA constitutions?

15. Where the MCC calls for something to be stated in the bylaws or continuing resolutions, is it so stated? [Example *C4.04: Congregational structure and responsibilities]