

Constitution of the East District Lutheran Young Adults

MISSION OBJECTIVE

“To encourage young adults in a growing relationship with God, each other, and all people, by the grace of God and with the help of the Holy Spirit”.

CONSTITUTION

I. Name

The Name of this organization shall be “East District Lutheran Young Adults”, referred to hereinafter as “EDLYA”.

II. Authority

1. In its work and activity, EDLYA shall always be governed by the Scriptures and the Lutheran Confessions. EDLYA shall do nothing contrary to these Scriptures and Confessions.
2. EDLYA is currently a ministry operating under Lutheran Church Canada. Lutheran Church Canada requests that EDLYA provides advanced notice prior to any event.

III. Purpose

The purpose of this organization shall be:

1. To offer fellowship and encouragement for the young adults of Lutheran Church-Canada and congregations in altar-pulpit fellowship.
2. To provide opportunities for the Christian growth of EDLYA’s members (Ephesians 4:11-12).
3. To help solidify spiritual foundations of EDLYA’s members and increase knowledge of God’s Word.
4. To encourage the establishment of young adult programs on circuit and congregational levels.
5. To provide ongoing ministry to the youth of these congregations.
6. To develop leadership potential in EDLYA's members (I Timothy 4:12, 16; II Timothy 4:5).
7. To provide a forum for EDLYA's members to share ideas and abilities to promote God’s work.

This organization shall be carried on without purpose of gain for its members, and any profits or other assets accreted by the organization shall be used in the advancement of its mission objective.

IV. Membership

1. Eligibility:
 - a. Any communicant member, in good standing of a Lutheran Church-Canada congregation, or a congregation in altar-pulpit fellowship with the same, who is between the ages of 18-35, is considered to be a full member once they have attended their first retreat.
 - b. Non-communicants are also eligible to attend EDLYA events and can be considered an “honorary” member if they attend regularly, however they are not eligible for voting rights or executive roles and are not considered to be a full member.
 - c. Harassment and Violence (Matthew 18:15-17):

- i. If any EDLYA member is found to be harassing members of EDLYA sexually or otherwise or putting other members at risk they will be asked to stop in accordance with Matthew 18:15-17. If harassing or violence continues, they will be suspended from EDLYA events for a period determined by the executive officers.
 - ii. If an officer engages in harassment or violence they will be asked to step down from their role.
2. Responsibility: Each member is expected to attend local meetings, bible studies, and other activities of EDLYA and its circuits, and when possible to attend the retreats.
3. Privileges: Any full member of EDLYA has voting privileges after they have attended at least one retreat.

V. Executive board

The executive board is comprised of the officers, the circuit and seminary representatives and any additional executive roles that have been created.

Current positions on the board:

Circuit Representatives: Kitchener, Hamilton, Hanover, London, Niagara Falls, Ottawa, Stratford, Toronto, and Windsor.

Officers: President, Vice- President, Secretary and Treasurer.

Other members of the executive board: Seminary Representative, Webmaster, Food Coordinator and Pastoral Advisor and 3 additional General Executive Members.

The planning and execution of EDLYA's programs shall be entrusted to the executive board. They shall meet as often as is deemed necessary for the compiling of information and the preparation of recommendations, retreats, and agendas. The minutes of these meetings shall be made available for reading at the next regular retreat. Executive members must attend a minimum of 2 retreats a year to hold their position.

A representative shall be selected for each circuit as listed. Congregations in altar-pulpit fellowship with Lutheran Church Canada shall be considered belonging to the geographically closest circuit. Other roles that EDLYA sees as necessary or useful may be created and added to the board of executives, and when created, the constitution should be amended.

1. Eligibility of Non-officers: Any full member is eligible for selection as a circuit representative or member of the executive board. When possible, no member should hold 2 roles on the executive board when there are other eligible members.

2. Selection of Non-officers: Representatives shall be selected during the fall retreat. The first nominee to receive the majority of votes cast shall be declared elected. Vacancies may be filled by appointment at the discretion of the executive board.
3. Terms for non-officers: The term of representatives and other members of the executive board shall be two years commencing upon election, with the exception of the General Executive Members who are elected annually.

4. Circuit Representatives' Responsibilities:

The function of the circuit representatives shall be to:

- a) Organize activities within the circuit.
- b) Transfer information from the executive board to each church in the circuit.
- c) Present views of circuit members to the executive board.
- d) Provide Promotional materials for circuit churches.
- e) Help and encourage all EDLYA members in the circuit.
- f) Attend meetings of the executive board.
- g) Report activities; i.e., articles, pictures are to be sent to Secretary for district news.
- h) Organize carpools amongst EDLYA members in the circuit, for transportation to and from events. The list of members attending each retreat is to be requested from the Treasurer.
- i) Report address and phone number changes of EDLYA members within circuit to the Secretary.
- j) Read the constitution and be familiar with its contents.

5. Officers:

The officers of EDLYA shall be the President, the Vice-President, the Secretary, and the Treasurer.

- a) Eligibility: Any full member is eligible for election as an officer. No officer may serve more than two consecutive terms in ANY office, after which he/she shall be ineligible for a period of one year, circumstance permitting.
- b) Election: All officers shall be elected at the fall retreat, with the President and Treasurer elected in alternate years to the Vice-President and Secretary.
- c) Term of Office: The term of office shall be for two years, and officers shall begin serving their term upon election. Should any officer be unable to complete his/her term, an eligible member will be appointed by the executive board to complete the balance of the two-year term.
- d) Responsibilities: the function of the officers, beyond the duties incumbent upon the offices, shall be to ensure that this Constitution is upheld, particularly that EDLYA adheres to its purpose, described in Article III.

I. President

- a. Chair all meetings.
- b. Inform executive board of meetings and prepare meeting agendas.
- c. Delegate work as needed.
- d. Be a member of all committees.
- e. Coordinate all retreat planning activities.
- f. Contact all people on behalf of EDLYA for fulfilling the objective of EDLYA.
- g. Keep scheduled activities at retreats on time.
- h. Prepare report on all activities and correspondence.
- i. Monitor the Facebook page and provide updates.

II. Vice-President

- a) Execute the position of President when President is indisposed.
- b) Support the president, and complete activities delegated by the President.
- c) Prepare report on all activities.

III. Treasurer

- a) Keep detailed financial records.
- b) Prepare a report in print for presentation at annual meetings.
- c) Take registration and money for retreats, with at least one other EDLYA member helping.
- d) Manage EDLYA payments and subscriptions.

IV. Secretary

- a) Keep minutes at all meetings.
- b) Send minutes of all meetings to executives.
- c) Maintain up-to-date and accurate mailing address list.
- d) Coordinate mailout information for upcoming retreats.

6. Seminary Representative

The Concordia Lutheran Theological Seminary Representative shall be appointed by the executive board for a two-year term. The seminary representative shall not hold any other position on the executive board and should be enrolled in the seminary, circumstances permitting. Their duty is similar to that of any circuit representative but is up to the Board's discretion.

7. Pastoral Counselor

The pastoral counselor shall be appointed by the executive board from among the clergy of Lutheran Church-Canada. The appointment shall be for two years; however, reappointments may be made indefinitely. The pastoral counselor shall act as an advisor to the executive board and to the members at all meetings at which he is present.

8. Webmaster

- a) Provide website management and upkeep.
- b) Provide email administration.

- c) Manage website fees and licences.
 - d) Manage the Facebook page.
9. Food Co-ordinator
- a) Find volunteers to provide and plan food for retreats.
 - b) Provide advice on quantity, and offer assistance with planning food.
 - c) Create set-up and clean-up crew lists for meals.
 - d) Make sure the crew has their instructions.
10. General Executive Members
- a) The purpose of these roles is to aid in retreat planning, communication, preparation and all of the purposes of EDLYA as per the constitution.
 - b) At the beginning of each year, specific roles will be designated based on the skills of the individuals and the needs of the president on behalf of EDLYA.
11. Dismissal: EDLYA does not permit abuse of any kind, including, but not limited to, violence, harassment, emotional abuse, verbal abuse, and abuse of Office. Any member of the executive board can be dismissed from their roles with just cause, if the appropriate procedure is followed.
- a) Violence: If violence occurs, the executive officers will gather to determine if dismissal is required by way of two-thirds majority vote. If violence occurs twice, the member is no longer eligible to be on the board and will be dismissed.
 - b) Emotional or Verbal Abuse: If emotional or verbal abuse occurs, the executive officers will meet to determine the best course of action.
 - c) Abuse of Office: If anyone is found to be abusing the money, the contact information, or the office in anyway, they will be dismissed and ineligible for re-election.

VI. Meetings

Regular meetings may be held during the spring and fall retreats, with the annual meeting taking place during the fall retreat.

Quorum shall consist of a majority of those members in attendance at the retreat during which the meeting is being held.

VII. Parliamentary Authority

The rules contained in the current edition of "Robert's Rules of Order Newly Revised" shall govern the meetings of EDLYA. This extends to all cases in which they are applicable and in which they are not inconsistent with this Constitution nor with any special rules of order EDLYA may adopt.

VIII. Amendments

This constitution may be amended at any regular gathering of EDLYA by a two-thirds vote, provided that:

1. The intent to amend has been announced at the immediately previous regular gathering of EDLYA.

2. The text of the proposed amendments is available prior to the meeting at which the constitution is to be amended.

This is not necessary for amendments that are solely new roles on the executive board.