

**CONSTITUTION**  
**The Ladies Mission Society**  
**Of**  
**St. John's Evangelical Lutheran Church**  
**Burlington, Wisconsin**

ARTICLE I: NAME

The society shall be called: St. John's Mission Society of Burlington, Wisconsin.

ARTICLE II: MISSION STATEMENT

The purpose of this society is to learn more of our missions and to do mission work.

ARTICLE III: MEMBERSHIP

Membership shall be open to any female member of St. John's congregation.

ARTICLE IV: OFFICERS

The officers shall be an advisor (staff minister or pastor,) a President, a Vice President, a Secretary, and a Treasurer.

ARTICLE V: AMENDMENTS

To amend any part of the constitution or by-laws, a motion must be made and seconded to that effect at a regular meeting and tabled until the following regular meeting, and must be carried by a two-thirds vote.

BY-LAWS

Membership:

All new members are to be accepted by vote at a regular meeting.

Dues:

The dues of this society shall be \$10.00 per year which may be paid anytime in the year.

Officers' duties:

- a. The President shall preside at all regular meetings and shall exercise general supervision over the affairs and activities of the society.
- b. The Vice President shall assume the duties of the President in absence of the President and shall serve as publicity reporter.

- c. The Secretary shall keep the minutes of all meetings and take care of the correspondence.
- d. The Treasurer shall take care of the society funds and pay any bills of the society.

Elections:

- a. Officers are to hold office a minimum of 2 years and can be re-elected.
- b. Elections will be held at the regular September meeting.

Meetings:

- a. The society shall meet regularly on the third Tuesday of each month with the exception of July.
- b. Any activity meeting may be called on a special basis by the President.
- c. Members present at any regular meeting shall constitute a quorum for the transaction of business.

Committees:

The committees shall be appointed by the President.

- a. Program – to prepare the material for mission topics.
- b. Visiting – to call on any sick member of the society, congregation or shut-ins.

Order of Business:

- a. Devotion
- b. Call to order
- c. Reading the minutes of the previous meeting
- d. Report from the treasurer
- e. Report from committees
- f. Unfinished business
- g. Adjournment
- h. Mission discussion and work program

Revised and approved

March 21, 2017