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Synodical Handbook

of the Evangelical Lutheran Synod
of Missouri, Ohio, and Other States



ST. LOUIS, MO.
CONCORDIA PUBLISHING HOUSE
1945

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Preface to the 1937 Edition

There can be no doubt among us that we need our **SYNODICAL HANDBOOK**. Every member of Synod, particularly our pastors, teachers, congregational officers, theological students, and delegates to synodical conventions, should be familiar with at least its Constitution and By-Laws. Every officer of Synod as well as every board and committee member should, in addition to this, take the opportunity to acquaint himself with the regulations governing his official duties.

The need for a new edition of the **HANDBOOK** at this time is likewise apparent. The old edition of 1924 is out of print. To reprint it as it was would be worse than useless because so many provisions contained in this edition have been changed and so many new regulations added that a reprint of the 1924 edition of the **HANDBOOK** could not serve as a reliable source of information or be a safe guide, especially as far as the "Regulations" are concerned. Synod in 1935 (*Proceedings*, p. 210) therefore gave the President of Synod the authority to appoint a committee to prepare a new edition of the **HANDBOOK** "to be printed in English only, such English revision to be the authorized version." This committee is composed of President C. T. Spitz, Mr. Theo. W. Eckhart, and the undersigned as chairman. As the committee understood its instructions, it had no authority to make any changes or revisions (except to remove evident inconsistencies and errors in external matters, renumbering and rearranging paragraphs, and the like), since only the Synod itself can

change its Constitution, By-Laws, and Regulations. The task of the committee was to edit the old HANDBOOK with the additions and revisions made by Synod in 1926, 1929, 1932, and 1935.

The committee did not consider it beyond its power to rearrange the book according to a new plan. This arrangement has the approval of the chairman of the Committee on Constitutional Matters, Dr. L. Fuerbringer, whose advice, as the chief compiler of the former editions of the HANDBOOK, has always been highly appreciated. The first part contains the Constitution of Synod and its By-Laws. The second section, under the caption "Regulations," was rearranged under the headings "Administration," "Education," "Missions," "Finances," "Publications," "Publicity," and "Intersynodical Matters." Although the committee kept in mind the importance and historical significance of such documents as the charters of Synod and various organizations in Synod, it was agreed to place these documents in the last part of the book, since the ordinary user of the HANDBOOK will refer to them only occasionally.

The committee presents this new edition after much careful study as the present form of Synod's Constitution, By-Laws, and Regulations. We are conscious of the fact that Synod, in the progress of its work, will constantly make changes, especially in its Regulations for officers, boards, and committees. Therefore the present edition is published with a wide margin, on which the user of the book who wishes to keep his copy reliable and up to date can enter such changes as the Synod may decide upon at its conventions. At the present time this edition is presented in an inexpensive and, as it were, temporary form, since our

studies convinced us that the necessary overtures should be brought before the next synodical convention to publish a thoroughly revised new edition of the HANDBOOK, in which antiquated regulations are eliminated and the present amended and clearly worded rulings are properly arranged and co-ordinated.

Users of the new edition of the HANDBOOK will miss the Constitution of the Evangelical Lutheran Synodical Conference of North America as well as its By-Laws and Standing Rules, which were embodied in previous editions. A resolution of the Synodical Conference adopted in the summer of 1936 provides for the revision of its rules by 1938. Hence no good purpose could be served in printing the existing antiquated rules at this time.

May also this book of apparently cold and rigid rules and regulations serve the cause of Him who expects that in His kingdom everything should be done decently and in order, 1 Cor. 14:40!

November, 1936

M. F. KRETZMANN

NOTE.—The original sources of the various paragraphs in the Regulations can be found by referring to the figures under these paragraphs. Thus 35 (1932), 206 refers to the *Proceedings of the Thirty-fifth Convention* in the year 1932, page 206.—*S. Hdbk.* refers to the German edition of the old HANDBOOK (*Synodalhandbuch*).

Preface to the Revised 1937 Edition

Synod in 1944 resolved:

“That the 1937 edition of the **SYNODICAL HANDBOOK** be brought up to date so as to include changes adopted in 1938, 1941, and 1944, and that this reprint be made available during the interim in pamphlet form, so as to make it possible for members of Synod to compare the *Proposed Synodical Handbook* with the present **SYNODICAL HANDBOOK.**” (*Proceedings*, 1944, page 200.)

With the help of Messrs. Theo. W. Eckhart and A. W. Hüge, the undersigned has tried to carry out this resolution, and the results of our labors are herewith submitted. The work was delayed because we had to await the printing of the 1944 *Proceedings* in order to be able to add the necessary page and paragraph references.

M. F. KRETZMANN

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Constitution of the Ev. Luth. Synod of Missouri, Ohio, and Other States

PREAMBLE

Reasons for the Forming of a Synodical Union

1. The example of the Apostolic Church. Acts 15: 1-31.
2. Our Lord's will that the diversities of gifts should be for the common profit. 1 Cor. 12: 4-31.

Article I — Name

The name of the Synod organized under this Constitution shall be: **THE EVANGELICAL LUTHERAN SYNOD OF MISSOURI, OHIO, AND OTHER STATES.**

Article II — Confession

The Synod, and every member of the Synod, accepts without reservation:

1. The Scriptures of the Old and the New Testament as the written Word of God and the only rule and norm of faith and of practice;
2. All the Symbolical Books of the Evangelical Lutheran Church as a true and unadulterated statement and exposition of the Word of God, to wit, the three Ecumenical Creeds (the Apostles' Creed, the Nicene Creed, the Athanasian Creed), the Unaltered Augsburg Confession, the Apology of the Augsburg Confession, the Smalcald Articles, the Large Catechism of Luther, the Small Catechism of Luther, and the Formula of Concord.

Article III — Objects

The objects of the Synod are:

1. The conservation and promotion of the unity of the true faith (Eph. 4:3-6; 1 Cor. 1:10) and a united defense against schism and sectarianism (Rom. 16:17);
2. The joint extension of the Kingdom of God;

3. The training of ministers and teachers for service in the Evangelical Lutheran Church;

4. The publication and distribution of Bibles, church books, schoolbooks, religious periodicals, and other books and literature;

5. The endeavor to bring about the largest possible uniformity in church practice, church customs, and, in general, in congregational affairs;

6. The furtherance of Christian parochial schools, and of a thorough instruction for Confirmation;

7. The supervision of the ministers and teachers of the Synod with regard to the performance of their official duties;

8. The protection of pastors, teachers, and congregations in the performance of their duties and the maintenance of their rights.

Article IV — Powers

The Synod shall have legal powers —

1. To purchase, hold, administer, and sell property of every description in the interests of the Synod;

2. To accept, hold, administer, and, if deemed advisable, dispose of, legacies, donations, commercial papers, and legal documents of every description in the interest of its work.

Article V — Membership

Membership in the Synod is held and may be acquired by congregations, ministers of the Gospel, and teachers of the Evangelical Lutheran Church who confess and accept the confessional basis of Article II.

A. Voting Members

All organized congregations that have joined the Synod hold voting membership. At the meetings of the Districts of the Synod every congregation or parish is entitled to two votes, one of which is to be cast by the pastor and the other by the lay delegate. At the meet-

ings of the Synod a number of congregations shall form a group, which shall be represented by two voting delegates, one a pastor and one a lay delegate.

B. Advisory Members

Advisory members only are the following:

1. Pastors whose congregations do not hold membership in the Synod;
2. Assistant pastors;
3. Ministers not in charge of congregations;
4. Professors at the Synod's educational institutions;
5. Teachers of parochial schools;
6. Candidates for the office of the ministry or for that of a teacher in the parochial schools.

Article VI—Conditions of Membership

Conditions for acquiring and holding membership in Synod are:

1. Acceptance of the confessional basis of Article II.
2. Renunciation of unionism and syncretism of every description, such as
 - a. Serving congregations of mixed confession, as such, by ministers of the Church;
 - b. Taking part in the services and sacramental rites of heterodox congregations or of congregations of mixed confession;
 - c. Participating in heterodox tract and missionary activities.
3. Regular call of pastors and teachers and regular election of lay delegates by the congregations, as also the blamelessness of the life of such.
4. Exclusive use of doctrinally pure agenda, hymn-books, and catechisms in church and school.
5. A congregation shall be received into membership only after the Synod has convinced itself that the constitution of the congregation, which must be submitted for examination, contains nothing contrary to the Scriptures or the Confessions.

6. Pastors, teachers, or candidates for the office of the ministry or that of a teacher in a parochial school not coming from recognized orthodox church bodies must submit to a colloquium before being received.

7. Congregations, pastors, teachers, or candidates for the office of the ministry or that of a teacher in a parochial school are, as a rule, received at the meetings of the Districts of the Synod, but may be received also at the meetings of the Synod.

Article VII—Relation of the Synod to Its Members

In its relation to its members the Synod is not an ecclesiastical government exercising legislative or coercive powers, and with respect to the individual congregation's right of self-government it is but an advisory body. Accordingly, no resolution of the Synod imposing anything upon the individual congregation is of binding force if it is not in accordance with the Word of God or if it appears to be inexpedient as far as the condition of a congregation is concerned.*

Article VIII—Synodical Meetings

A. Time and Legality of Meetings

1. The Synod convenes every three years for its regular meeting.

2. For a legal convention a constitutional convocation of the meeting and the presence of at least one fourth of the constitutionally elected voting representatives is necessary.

B. Special Sessions of the Synod

1. The Synod may, under circumstances, call a special session if two thirds of the voting representatives present so decide.

* For an interpretation of this article see the *Lutheran Witness*, LII, 163 (May 9, 1933), or *Lutheraner*, 89, 9 (May 2, 1933), page 146; for resolution cf. *Syn. Proc.*, 35 (1932), 162.

2. In cases of urgent necessity a special session may be called by the President with the consent of two thirds of the District Presidents or by three fourths of the District Presidents without the consent of the President; however, all congregations and other members of the Synod must be notified thirty days in advance and told for what purpose this extra meeting is being convened.

C. Resolutions at Synodical Meetings

All matters of doctrine and of conscience shall be decided only by the Word of God. All other matters shall be decided by a majority vote. In case of a tie vote the President may cast the deciding vote.

Article IX — Representation

The synodical meetings are composed of regularly elected and delegated representatives and of certain individual persons, as specified in the By-Laws, to wit:

1. Representatives of congregations, entitled to vote;
2. Advisory representatives of the advisory members of the Synod;
3. Advisory representatives of boards, commissions, and educational institutions and such as by virtue of their office are required to attend the Synod.

Article X — Officers

A

The officers of the Synod are:

1. A President;
2. Vice-Presidents, as prescribed by the By-Laws;
3. A Secretary;
4. A Treasurer;
5. A Board of Directors;
6. Other officers, as specified in the By-Laws.

B

1. The President, the Vice-Presidents, and the Secretary must be ministers of the Church and, like the

Treasurer and the members of the Board of Directors, members of voting congregations.

2. The time of service of all the officers of the Synod extends from one regular session of the Synod until the next or until their successors have been elected and have entered upon their respective offices.

3. Any officer or any member of any board or commission ceases to be an officer of the Synod or a member of any board or commission as soon as he ceases to be a member of a congregation affiliated with the Synod.

Article XI — Rights and Duties of Officers

A. In General

1. The officers of the Synod must assume only such rights as have been expressly conferred upon them by the Synod, and in everything pertaining to their rights and the performance of their duties they are responsible to the Synod.

2. The Synod at all times has the right to call its officers to account and, if circumstances require it, to remove them from office in accordance with Christian procedure.

3. The Synod reserves the right to abolish any office it has established.

4. Conventions of the Synod and of the Districts have the right, in extraordinary cases, to elect a chairman other than the regular presiding officer.

B. Duties of the President

1. The President has the supervision regarding the doctrine and the administration of

- a. All officers of the Synod;
- b. All such as are employed by the Synod;
- c. The individual Districts of the Synod;
- d. All District Presidents.

2. It is the President's duty to see to it that all the aforementioned act in accordance with the Synod's

constitution, to admonish all who in any way depart from it, and, if such admonition is not heeded, to report such cases to the Synod.

3. The President has, and always shall have, the power to advise, admonish, and reprove. He shall conscientiously use all means at his command to promote and maintain unity of doctrine and practice in all the Districts of the Synod.

4. The President shall see to it that the resolutions of the Synod are carried out.

5. At the sessions of the Synod the President shall

a. Conduct the meetings and have a care that all things be done in a Christian way and in accordance with the Constitution of the Synod;

b. Give an accurate report to the Synod of his administration.

6. The President shall sign the official papers and documents in the name of the Synod.

7. It is the duty of the President to be present also at the meetings of the Districts, to advise them, and to report at the next session of the Synod.

8. The President shall perform all additional duties which the Synod may enjoin upon him through its By-Laws or by special resolution.

9. When business matters that permit of no delay turn up between conventions of the Synod, the President is authorized to submit them to a vote of the congregations by means of the official synodical organs. In such cases at least one fourth of the synodical congregations must register their vote.

C. Duties of the Vice-Presidents

1. The Vice-Presidents shall, upon request of the President, represent him in all his functions.

2. In case of the disability, the deposition from office, or the death of the President, the Vice-Presidents, in the order of their rank of office, advance to the President's place, with full power, until the expiration of his term of office.

D. Duties of the Secretary

The Secretary shall

1. Record the proceedings during the synodical conventions;
2. Draw up and sign the official papers and documents of the Synod;
3. Perform such other work as the Synod may enjoin upon him through its By-Laws or by special resolution.

E. Duties of the Treasurer

The Treasurer is the custodian of all moneys and valuable papers of the Synod and shall

1. Keep an exact record of all moneys received and expended by the Synod;
2. Administer the Synod's financial affairs according to its instruction;
3. At any time submit to an examination of his books and accounts by an auditing committee when so ordered by the Synod or its officers.

F. Duties of the Board of Directors

1. The Board of Directors shall consist of not fewer than seven members, to wit: the President, the Secretary, the Treasurer, one pastor, and three laymen.*
2. The members of the Board of Directors are the legal representatives of the Synod and the custodians of all property of the Synod, and upon them are incumbent the general management and supervision of all the business affairs of the Synod.

Article XII

Districts of the Synod and Their Regulation

1. The Synod is divided into Districts, the geographical boundaries of which are determined by the Synod and are altered by it according to circumstances.

* Synod in 1929 increased the membership of the Board from seven to nine members, adding one pastor and one layman to the Board. 34 (1929), 184.

2. This Constitution is also the constitution of each District of the Synod; however, each District is at liberty to adopt such by-laws and pass such resolutions as it deems expedient for its conditions, provided that such by-laws and resolutions do not conflict with the Constitution and the By-Laws of the Synod.

3. The officers of the Districts are:

- a. A District President;
- b. District Vice-Presidents, as the By-Laws prescribe;
- c. As many Visitors as each District may determine upon;
- d. A District Secretary;
- e. A District Treasurer.

4. Additional officers, boards, and commissions are elected by the Districts as they are required for the execution of the business of the Districts.

5. The election of the District officers always takes place in the year following the regular session of the Synod.

6. All officers of the Districts have the same rights and duties as those outlined in this Constitution for the officers of the Synod, but only in so far as these apply to the District and only within the boundaries of their Districts.

7. The District Presidents shall, moreover, especially exercise supervision over the doctrine, life, and administration of office of the pastors and teachers of their District and acquaint themselves with the religious conditions of the congregations of their District. To this end they shall visit and, according as they deem it necessary, hold investigations in the congregations. Their assistants in this work are the Visitors, who therefore shall regularly make their reports to the District President.

8. In accordance with the By-Laws of the Synod the District Presidents are empowered to suspend from membership, until the next regular meeting of the

Synod,* pastors, be they voting or merely advisory members of the Synod, as also professors and teachers, for persistently adhering to false doctrine or for having given public offense by an ungodly life, and also to publish such proceedings.

9. Furthermore, the District Presidents shall

a. See to it that all resolutions of the Synod which concern the Districts are made known to the Districts and are carried out by them;

b. Submit an annual report of their administration to the President of the Synod and, in general, permit him to obtain all necessary insight into their official activities as District Presidents;

c. Perform, either in person or by proxy, the ecclesiastical ordination of the candidates for the ministry assigned to their Districts, the installation of such, as well as the installation of the candidates for the office of schoolteacher and of all ministers and teachers called by the congregations in their Districts;

d. Sign all examination papers and certificates of ordination and, in general, all official papers and documents of their District.

10. The meetings of the Districts of the Synod are composed of the following:

A. Voting Representatives

The pastors of such congregations as hold voting membership in the Synod and the lay delegates elected and deputed by these congregations shall be voting representatives.

B. Advisory Members

Advisory members are:

a. Pastors whose congregations do not hold membership in the Synod;

b. Assistant pastors;

c. Ministers without a charge;

* See By-Laws, VII, E, 5a.

- d. Professors at the educational institutions;
- e. Teachers of parochial schools;
- f. Candidates for the office of the ministry or for the office of parochial schoolteacher.

11. The Districts, when legally incorporated, are represented before the State by a Board of Directors composed of the President, the Secretary, and the Treasurer of the District, which Board, however, may be constituted otherwise.

12. The Districts are independent in the administration of affairs which concern their District only, it being understood, however, that such administration shall always serve the interests of the Synod.

13. The regular sessions of the Districts are held in those years in which no regular session of the Synod is held. Only the Synod has the right to make an exception to this rule.*

14. For the legal holding of the sessions of the Districts a constitutional convocation of such sessions and the presence of at least one third of the voting members represented by at least one of their respective representatives (pastor or lay delegate), are required.

15. In cases of urgent necessity the District President is empowered to convene special sessions of his District; he must, however, previously have obtained consent of at least a majority of the voting members of the District after having informed them and the President of the Synod of the purpose of the intended special session.

Article XIII — Expulsion from the Synod

1. Members who act contrary to the confession laid down in Article II and to the conditions of membership laid down in Article VI or persist in an offensive conduct, shall, after previous futile admonition, be expelled from the Synod.

* Permission was granted to the South American Districts to meet also in those years in which the Delegate Synod convenes. 34 (1929). 124.

2. Such expulsion is executed, as a rule, by the Districts of the Synod; yet those so expelled have the right of appeal to the Synod.

3. If the members expelled is a pastor or teacher in a congregation of the Synod, such congregation, unless it has already done so, is held to depose him from office and to deal with him in accordance with the Word of God, notwithstanding an appeal. If it persistently refuses to do so, the respective District is to deal with it. If all negotiations and admonitions fail of their purpose, such congregation forfeits its membership in the Synod.

4. Because of their expulsion those so expelled forfeit their membership and all share in the property of the Synod. The latter holds good also with respect to those who for any reason themselves sever their connection with the Synod.

Article XIV

Changes in, and Amendments to, the Constitution

1. Changes in the Constitution and amendments thereto may be made provided they do not conflict with the provisions laid down in Article II and in Article VI.

2. All proposed changes and amendments must be submitted in writing to Synod assembled in convention, and each proposed change shall be voted on separately. A two-thirds majority of all votes cast shall be necessary for adoption.

3. After adoption by the convention such amendments shall be submitted to the congregations of Synod by means of three announcements in the official synodical organs within three months after the close of the convention.

4. Unless one third of the congregations in voting membership in Synod files a vote of dissent with the Secretary of Synod within a period of six months following the date of the final official publication, such amendment shall become effective at such time. At

By-Laws to the Constitution of the Synod

I. Membership (Const., § 5)

1. Every member of the Synod should, in accordance with his calling, his ability, and the means at his command, diligently and earnestly, and as well and as fully as possible, seek to promote, and carry out, the purposes of the synodical organization.

2. Application for membership in the Synod may be acted upon in the meeting of the Synod or of the District Synod. All members of the Synod shall sign the Constitution of the Synod in open session at the first convention of the District which they attend. The first duly elected lay delegate of a new synodical congregation shall sign the Constitution as the representative of his congregation. It shall be the duty of the District Secretaries to see to it that the signatures to the Constitution are entered in a book provided for this purpose. The District Secretary shall also note, opposite the signatures, the year in which a member enters or leaves the Synod or is transferred to another District; and he shall notify the respective District Secretary, so that entry can be made upon the records of his District.

3. Since all advisory members of the Synod as such are obliged to attend the synodical conventions, these shall not be elected by any one congregation or by any group of congregations as lay delegates to a synodical convention, nor shall they be accredited as such by the Synod.

II. Conditions of Membership (Const., § 6)

1. Inasmuch as a congregation which applies for membership in the Synod must, in accordance with the Constitution of the Synod, submit its own constitution for examination, such congregation shall, two months

prior to the meeting of the Synod or of the respective District, send its constitution to the District President, who shall turn it over to a standing committee of the District. This committee shall examine the constitution in order that any necessary changes may be discussed and made by the congregation before the District Synod or the Synod convenes. A congregation shall not be considered to hold membership until it has made such changes as the Synod may have deemed necessary and has so notified the District President.

2. If a congregation holding membership in the Synod adopts a new constitution or amends its old constitution, such congregation shall, in the manner just prescribed, submit its new or amended constitution to the Synod for examination.

III. Synodical Meetings (Const., § 8)

1. Prior to conventions of the Synod the President shall appoint the convention preachers from the members of the Synod and assign their sermon topics to them.

2. One of the Vice-Presidents appointed by the President shall preach at the opening service of the Synod.

3. The convention shall organize at its first session on the basis of the report of the committee appointed to assist the Secretary for the purpose of establishing the presence of all the duly elected voting and advisory representatives and of examining and acknowledging the credentials of the lay delegates. The convention being organized, the President shall make his synodical address, read his official report (covering the time which elapsed since the last convention), and present the docket. All matters (such as the reports of the Board of Directors, reports of boards of educational institutions and of commissions, memorials, overtures, and the like) shall, as a rule, be presented to the President in writing ten weeks prior to the opening of the convention, the most important of which shall by him be ordered printed; and a copy of these printed

reports, etc., shall be mailed, four weeks prior to the convention of the Synod, to each pastor and to each elected lay delegate.

4. For the purpose of expediting the transaction of business, the President shall refer matters which are to be presented to the Synod to committees appointed by him from the accredited delegates and official representatives present. After due discussion of the matters referred to them, these committees shall report their findings and recommendations to the Synod. If the President deems it advisable, he may appoint such committees prior to the convention; he shall also, for the purpose of considering referred matters, be empowered to convene any such committees prior to the opening of the Synod. Every member of the Synod, however, shall have the right to protest against any appointment made to such committees. A proper number of lay delegates shall be appointed on the committees, especially on such to which financial matters have been referred.

5. The President shall, at the first session and also during the course of the synodical sessions, submit an order of business for the following days.

6. The President shall conduct the sessions of the Synod according to standard parliamentary rules, and he shall manage matters so that the sessions of the Synod do not extend beyond a period of ten business days.

7. The President shall remind the Synod that all delegates and representatives elected to attend the synodical sessions are held to attend all sessions regularly to the very close of the convention. All synodical delegates who arrive late or leave early or who do not attend at all shall present a written excuse.

8. Before adjournment the Synod shall decide upon the time and the place of the next convention. If the Synod fails to do this, the President shall be empowered to do so; he may also, if necessary, change the appointed time and place of meeting.

IV. Representation at the Synodical Conventions

(Const., § 9)

A. With Reference to Voting Representatives

1. Every ten to fifteen member congregations shall form an electoral circuit, which shall elect one pastor and one layman and their alternates to represent them at the conventions of Synod. Large congregations shall form small groups, and small congregations shall form large groups, but always keeping within the prescribed limit of ten to fifteen congregations. A fractional portion remaining after the groups have been formed shall be entitled to the same representation as a complete group.

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2. These two delegates and their alternates shall, as a rule, be selected at the meeting of the District Synod preceding the convention of the Synod by the representative lay delegates and the voting pastors of the congregations holding voting membership in the Synod which have united and formed an electoral group for the purpose of representation at the synodical convention. Whenever the delegates elected in the manner just prescribed leave the electoral circuit or are prevented from attending the synodical meetings, then the electoral circuit shall be represented by the other members of the circuit in the order in which their names are listed. In case the representatives of such a group authorize one of its congregations to elect the lay delegate for the group, such elected lay delegate must present to the Synod credentials signed by the pastor and two officers of his local congregation. Whenever a certain person is chosen by representatives as a delegate, the registration of his name as well as that of the selected pastor in the printed minutes of the District shall be sufficient evidence of election; if these minutes have not yet been printed or if in the meantime changes have become necessary, then the certification of election by the District Secretary shall entitle the delegate to due recognition by the Synod.

B. With Reference to Advisory Representatives

Every circuit of approximately twenty advisory members of the clergy and approximately every twenty teachers of Lutheran elementary schools shall be entitled to one representative. These selections shall also, as a rule, be made at the meeting of the District preceding the convention of the Synod. Also in this case any fractional portion remaining shall be entitled to the same representation as a complete group. The registered name in the printed minutes of the District or the certification by the District Secretary shall entitle the elected representatives to recognition by the Synod. 39 (1944) 207

C. With Reference to Other Representatives

1. The Vice-Presidents of the Synod and all District Presidents as such shall *ex officio* attend the convention of the Synod.

2. The faculty of each of the Synod's educational institutions shall be represented at the conventions of the Synod by its president (or "director") and by one of its other members, whom the faculty shall select. The Seminary at St. Louis shall be represented by its president and as many members of its faculty as the faculty may deem necessary; with the provision, however, that each member of the faculty shall attend the conventions of the Synod at least every six years.

3. All boards and commissions of the Synod shall be represented at the conventions of the Synod by one of their members; if necessary, by more.

V. Officers (Const., § 10)**A**

1. The Synod shall elect a President and four Vice-Presidents. A majority, not a mere plurality, of votes is required for election.

2. The Synod shall also, in the same manner, elect a Secretary and a Treasurer.

B

For the transaction of its business the Synod shall also elect the following boards and officers, whose term of office shall extend from one regular convention of the Synod until the next, or until their successors shall have been elected and have qualified (the official name of the boards and the officers shall indicate their duties, unless these have been specified by special rules and regulations):

1. Board of Control for each educational institution.
2. Electoral College for each seminary and normal school.
3. Board of Directors for Concordia Publishing House.
4. Boards for the following missions:
 - a. Home Missions in North America;
 - b. Missions in South America;
 - c. Missions in Europe;
 - d. Missions among the Deaf and the Blind;
 - e. Missions in Foreign Countries.
5. Board of Appeals.
6. Church Extension Board.
7. Board for Support and Pensions.
8. Board for Relief.
9. Board for Parish Education.
10. Board for Young People's Work.
11. Student Service Commission.
12. Young People's Literature Board.
13. Committee on Constitutional Matters.
14. Chronicler and Statistician.
15. Corresponding Secretary for Foreign Relations.
16. Transportation Secretary.
17. Press Committee.
18. Committee on Church Architecture.

C

In addition to the committees mentioned above there are a number of other committees to which the members are appointed:

1. Literature Board, appointed by the President in consultation with the four Vice-Presidents.
2. Radio Committee, appointed by Synod.
3. Board of Trustees of Synod's Trust Funds, appointed by the Board of Directors.
4. Valparaiso Advisory Committee, appointed by the Board of Directors.
5. Board for Higher Education, appointed by Praesidium.

D

The Synod shall have six standing examining committees to examine the candidates for the ministry and for its parochial schools as well as all applicants for such offices.

Examining Committees

1. For the Seminary in St. Louis (and at the same time for theological candidates having received a classical education at institutions the doctrinal position or the standing of which, or both, the Synod does not recognize): The President of the Western District and the president of the institution.
2. For the Seminary in Springfield (and at the same time for theological candidates without a classical education coming from institutions the doctrinal position or the standing of which, or both, the Synod does not recognize): The President of the Central Illinois District and the president of the institution.
3. For the Seminary in River Forest (and at the same time for candidates coming from normal schools the doctrinal position or the standing of which, or both, the Synod does not recognize): The President of the Northern Illinois District and the entire faculty of the Seminary.
4. For the Seminary in Seward (and at the same time for candidates coming from normal schools the

doctrinal position or the standing of which, or both, the Synod does not recognize): The President of the Southern Nebraska District and the entire faculty of the Seminary.

5. For various candidates for the ministry in South America and for positions in parochial schools in Brazil: The President of the Brazil District and the president of the Seminary at Porto Alegre.

6. For schoolteachers in Argentina: The District President and the faculty of the college in Crespo.

VI. Rights and Duties of Officers (Const., § 11)

A. Of the President

1. Inasmuch as the President, in accordance with the Synod's Constitution, shall exercise supervision over the doctrine taught in the Synod and over the administration of all the officials and others in the service of the Synod, he shall at regular intervals officially visit all the educational institutions of the Synod and also receive reports from the District Presidents.

2. Inasmuch as the President, in accordance with the Synod's Constitution, shall be present at the meetings of the Districts, but must often be represented by the Vice-Presidents, he shall annually, for the purpose of common counsel and concerted action, meet with the Vice-Presidents of the Synod — as, upon the occasion of the meeting held for the purpose of assigning calls to the graduates — to discuss matters which the Synod must present to its various Districts.

3. Whenever important and difficult synodical and intersynodical questions and problems arise, the President shall take counsel with the Vice-Presidents.

4. Inasmuch as the President, by virtue of his office, has, and ever shall have, advisory power, he shall, upon request, give counsel and advice to such as are under his supervision. He shall exercise executive power only when the affairs of the Synod demand it and when he has been expressly invested with such power for such specific purpose. In every case, however, any

member of the Synod shall have the right to appeal from his or any other decision to that of the Synod.

5. The President shall, in the interval between synodical conventions, be empowered to appoint commissions or committees whenever the purpose for which the Synod has been organized and conditions arising in the course of time may demand such action.

6. The President shall not be in charge of a pastorate nor hold a chair at any educational institution, but he may be called as an assistant pastor; he shall serve the congregation which has called him as such only when at home and when he chooses to do so and when such service does not interfere with his official duties as President of the Synod.

B. Of the Secretary

1. The Secretary shall, after the adjournment of the synodical convention, in accordance with instructions given by the Synod, have the synodical proceedings, or minutes, printed. The make-up of the manuscript shall be left to him, with the proviso, however, that all resolutions must be recorded in the same wording in which they were accepted by the Synod. The President, as supervisor of the doctrine of the Synod, shall read the manuscript and, as the Synod's representative, finally decide if and in which form a certain matter shall be printed.

2. If a member of the Synod who did not attend that particular convention was elected to any office, the Secretary shall notify him of his election in writing.

3. Immediately upon the close of the synodical convention the Secretary shall officially report to the Board of Directors of Concordia Publishing House as well as to all boards and commissions of the Synod all resolutions concerning them in order that the execution of any resolution may not be deferred until the proceedings have been printed.

4. The Secretary shall see to it that the time and the place of committee meetings at the synodical convention be daily announced on a bulletin board or otherwise.

C. Of the Treasurer

1. The Treasurer shall give to the Synod a bond for his administration of the treasury, the amount to be decided by the Board of Directors. The Synod shall pay the expenses.

2. The Treasurer shall issue receipts for all moneys received.

3. The Treasurer shall deposit all moneys and valuable papers which have been entrusted to his care not in his own name, but in the name of the Synod. All deeds and other important documents of the Synod he shall place in a fireproof vault.

4. The Treasurer, and he alone, shall have the right to borrow money in the name of Synod, and then only under specific authority and instruction of Synod's Board of Directors.

5. The Treasurer shall not expend more moneys for new buildings at institutions and extensive repairs than the Synod has appropriated, except by express resolution of the Board of Directors.

D. Of the Board of Directors

1. The President and the Treasurer excepted, no person salaried by the Synod shall be a member of the Board of Directors.

2. The Board of Directors shall organize. The Board shall meet four times every year, and, in addition, as often as the president of the Board deems it necessary to convene it. A majority of the members present shall constitute a quorum.

3. Being the legal representatives of the Synod and trustees of all of the Synod's property, the Board of Directors shall have charge of all of the Synod's chattels and estates, whatever these may be; and the Board of Directors shall accordingly hold and manage all synodical property in accordance with the instructions given by the Synod and also in accordance with the State laws.

4. If the management of any synodical property has been committed to any special board or committee

(such as the Board of Control of any educational institution, mission boards, Board of Directors of Concordia Publishing House, Church Extension Board, and the like), such board or committee shall manage such property, but shall annually, or whenever requested to do so, report to the Board of Directors. Before deciding upon matters of far-reaching importance, boards and committees shall previously get the advice and opinion of the Board of Directors.

5. The Board of Directors may refer certain tasks with which it has been entrusted to a committee selected from its members. Such committee, however, shall always be accountable to the Board of Directors.

6. Before the congregations or the members of the Synod as a whole are approached for the collection of moneys, the Board of Directors shall be consulted. This does not refer to committees and boards appointed by the Synod itself; however, these shall also be required to obtain the consent of the Board of Directors when larger sums are needed. This ruling shall not be construed to interfere with District or local financial undertakings, provided that the collections of moneys shall be confined to the District or the respective locality.

7. The Board of Directors shall keep an accurate record of all its proceedings. Especially shall it keep a correct inventory of all the synodical property and a true account of its management of such property.

8. The Board of Directors shall annually, and, in addition, as often as it may deem it necessary, report its work and the synodical needs in the official church papers of the Synod. At the conventions of the Synod the Board of Directors shall submit a detailed report.

9. The Board of Directors shall be empowered to fill any vacancy on its board for the unexpired term of office.

10. The Board of Directors shall be authorized to draw on the synodical Treasury for its expenses.

11. The Board of Directors shall be accountable to the Synod for all its transactions, and every decision of the Board may be appealed to the Synod.

VII. Districts of Synod — Organization (Const., § 12)

A. Officers

1. Every District of the Synod shall elect a District President and two District Vice-Presidents, a majority, not a mere plurality, of votes being required for election. The Vice-Presidents shall be either First or Second Vice-President according to the number of votes received.

2. The District Synod shall also elect a Secretary and a Treasurer, a majority, not a mere plurality, of votes being required also for such election.

3. The President, the Vice-Presidents, the Secretary, the Treasurer, and the members of the Board of Directors of all Districts must be members of voting congregations.

4. No one shall be elected to an office in any District who already holds a corresponding office in the Synod. If, on the other hand, anyone who holds an office in a District is elected to a corresponding office in the Synod and accepts this new office, he thereby resigns from his corresponding office in the District.

5. No one shall, moreover, either in the District or in the Synod, hold two offices the duties of which collide.

B. Conferences

1. Every District of the Synod shall arrange various District pastoral conferences for its pastors and decide how often these shall meet in the course of a year. Four weeks prior to the meeting of the District Synod the minutes of these pastoral conferences shall be sent to the District President, who shall appoint a committee to examine them and to make its report to the District Synod.

2. The District Synod shall, if possible, arrange District conferences likewise for its teachers. The minutes of these conferences shall also, in the manner just mentioned, be submitted to the District Synod.

3. The Synod furthermore recommends that, in addition to the conferences mentioned above, the pastors

and teachers, if possible, shall arrange for smaller conferences and meet for the purpose of discussing important and necessary doctrinal and practical matters.

4. At all conferences such matters as conduct in office, private study, conditions of congregations and schools, and the like, shall be diligently inquired into, and the members shall frankly, in the spirit of Christian charity and humility, exercise supervision and discipline among themselves.

C. Visitations

The Districts of the Synod shall elect a sufficient number of official visitors for their respective District, so that each parish can be visited at least once in three years.

D. Rights and Duties of the District Presidents

1. Inasmuch as the District Presidents shall, in accordance with the Constitution of the Synod, supervise the doctrine, the life, and the official administration on the part of the pastors and the teachers of their District and shall inquire into the prevailing religious conditions of the congregations of their District, they shall, as often as possible, attend the conferences of pastors and teachers held in their District, advise the congregations of their District as to the calling of pastors and teachers, give counsel when requested, and reply to inquiries. They may call upon their Visitors to assist them.

2. If any controversies arise in a congregation or among several congregations of his District, the District President shall have the right to arrange for a visitation if he should deem it advisable, even if he has not been expressly invited to do so by any congregation or congregations. If the District President authorizes anyone to represent him in such matters, his representative shall be accorded the same rights as the District President has. The District Synod shall take up matters of controversy only when any congregation or congregations have made a formal request that this be done. Whenever the District Synod refers such mat-

ters to a committee for the purpose of investigation in a congregation or in several congregations, the District Synod thereby transfers to such committees the rights given to the District President.

3. Whenever a congregation of one District enters complaint against a congregation of another District, the District President shall investigate the case and report his findings to the District President of the other District in order that he, too, may investigate the case in the congregation in his District. If the District Presidents, together with the respective congregations, cannot settle the case, the District President of the congregation which has entered complaint shall turn the case over to the President of the Synod.

4. The District President shall publish in the official church papers the names also of such pastors and teachers and of such ministerial or parochial school candidates as desire to be received into the Synod, but as have been members of a synod or of a church body with which the Synod is not in doctrinal fellowship. He shall demand that such pastors, teachers, or candidates be examined by the official examining committee of the Synod, upon the outcome of which it shall depend whether such pastors, teachers, or candidates shall be received, ordained, or installed.

E. Ordination, Installation, and Reception into the Synod

1. The District Presidents shall annually assign to the graduates of the respective educational institutions the calls for pastors or teachers which congregations of their respective Districts and mission boards have sent them. When such assignment is being made, the faculties of the respective educational institutions shall be consulted.

2. Only such a candidate for the ministry may be duly ordained as has received a legitimate call from and to a certain congregation and after previous examination has been found to be sound in doctrine, apt to teach, and blameless in life.

3. If the President of the respective District does not in person ordain a candidate for the ministry or

install a pastor, then he shall authorize any other orthodox Lutheran pastor to do so, who shall, if possible, be assisted by at least one of the other pastors in the neighborhood. The ordination or installation shall take place in the presence of the respective congregation, and the pastor to be ordained or installed, in accordance with a prescribed orthodox form, shall solemnly be pledged to the Symbolical Books of the Lutheran Church. After the ordination the President of the respective District shall issue a diploma of ordination.

4 a. Missionaries and itinerant preachers who are not called by and to a certain congregation shall be commissioned in like manner (*zu ihrem Amte abgeordnet*). The order for the commissioning of missionaries to foreign countries shall be issued by the respective Mission Board, unless the candidates enter a certain Synodical District.

b. The application for reception into Synod shall also be addressed to the respective boards, and the chairman of the board shall see to it that the reception takes place either at the convention of Synod or at that of the home District of the applicant.

c. The signing of the Constitution may be done by proxy.

5. Professors at the Synod's educational institutions shall in like manner be inducted into office by the respective District President or by his representative.

6. Upon authorization by the District President, teachers of parochial schools shall, being pledged to the Symbolical Books of the Lutheran Church, be publicly and solemnly inducted into office by the pastor of the respective congregation.

7. The District President shall not authorize the ordination and installation of candidates for the ministry nor the installation of teachers of parochial schools unless the applicant for installation shall at the same time make application for membership in the Synod.

8. If pastors or teachers coming from church bodies which are not recognized by the Synod as orthodox desire to be received into membership of the Synod, their request cannot be granted, nor can they be inducted into office, until the respective District President shall have published their names in the official church papers of the Synod.

9. The District President shall annually revise the lists of pastors and teachers in the printed *Annual* of the Synod and see to it that the names of such as have left the office of the ministry or that of a teacher in the parochial school and have taken up some other calling, are removed from the register.

F. Meetings of Districts

The meetings of the Districts shall be governed essentially by the rules and regulations adopted for the Synod, insomuch as these apply also to the meetings of the Districts, unless the Districts have adopted their own rules and regulations. It is understood, however, that in the meetings of the Districts the District officers function and that all matters to be presented must come within the scope of the Districts' work. In addition, the following special rules shall apply:

1. At the opening service the President of the Synod, or one of the Vice-Presidents representing him, shall preach.

2. At the meetings the President of the Synod, or the Vice-President representing him, shall report on the condition and affairs of the Synod (educational institutions, missions, finances, and so forth).

3. At the District meetings the pastors and the laymen who have been delegated by congregations holding voting membership shall be entitled to vote. The pastors shall stand accredited if they are in charge of a synodical congregation; for the lay delegates, the personnel of which is continually changing, credentials from their congregations bearing the signature of the pastor of the congregation and two of its officers are necessary, which credentials shall, at the open-

ing of the District convention, be handed to the District Secretary.

4. All members of the Synod, voting and advisory, shall regularly attend all the sessions (also the closing sessions) of the District Synods, which meetings shall not extend beyond a period of six workdays. Such as are compelled to be absent must present a written excuse. Whoever absents himself without excuse shall be asked by the District President to state his reasons for having been absent and, if necessary, shall be admonished. If anyone absents himself repeatedly without excuse, the District President shall report the case to the District Synod in order that the District Synod may deal with the offender. Such members of the Synod as arrive after the opening of the sessions or leave before their close shall present a written excuse.

VIII. Suspension, Expulsion, and Appeals

(Const., § 13)

Article I. Boards of Appeals

1. A Board of Appeals shall be elected by Synod and by each District. The Board of Appeals of Synod shall consist of four clergymen and three laymen, and that for the Districts of no fewer than three clergymen and two laymen. No administrative or executive official of Synod or of any of its Districts shall be a member of a Board of Appeals. A Visitor shall be considered to be such an official. A teacher may be elected in place of a layman.

2. Members of the respective Boards of Appeals shall be elected in accordance with the rules governing elections for terms of six years, in such manner that at least one of the clerical members of each District Board and two of the clerical members of the Synodical Board and at least one of the lay members of each Board shall be elected every three years. No member shall serve successively for more than two terms. The nominees failing of election shall serve as alternates.

3. Vacancies, either permanent or temporary, shall be filled by alternates chosen by the Board. Should there be no alternates available, the Board may choose any eligible member of Synod to fill the vacancy.

4. Each Board of Appeals shall elect a chairman, a vice-chairman, and a secretary. Meetings shall be called by the secretary upon instructions from the chairman.

5. A member of a Board of Appeals shall be disqualified to act if he is directly or indirectly involved in any proceedings before the Board. If any party to a proceeding regards any member of the Board as disqualified, he shall so advise the Board, giving his reasons therefor, and the Board shall determine whether such reason is sufficient.

6. If one member of a District Board of Appeals or two members of the Synodical Board of Appeals die, resign, or become unable to serve after proceedings have begun, the remaining members of a Board may nevertheless continue the proceedings and render a decision; if a larger number shall die, resign, or become unable to serve, it shall be necessary to appoint alternates and begin the proceedings anew.

7. If the term of any member of a Board shall expire while a case is pending and he shall not be re-elected, his term shall continue for the purpose of that particular case until final judgment has been rendered.

Article II. Jurisdiction of Boards

A. DISTRICT BOARDS

ORIGINAL CASES

a. When any member of Synod (congregation, pastor, or teacher), voting or advisory, is charged with any action which according to Article 13 of the Constitution of Synod may lead to expulsion from Synod, the officials of the District shall deal with him according to the Word of God.

b. If the member involved is a pastor or teacher and his offense makes him ineligible for further service in the Church and he pleads guilty, the President shall

publish in the official organs of Synod the fact that he is ineligible for service and shall so report to the District.

c. If the member involved does not plead guilty and the officials of the District acting in the case, including the President, having exhausted all administrative efforts are convinced that final action must be taken, the President of the District shall present the case to the District Board of Appeals for consideration. If the Board of Appeals finds the member guilty, the President shall suspend him and may publish notice of this suspension in the official organs of Synod.

APPEALS TO DISTRICT BOARDS

d. The appellate jurisdiction of District Boards shall cover cases of church discipline, but shall not apply until all administrative efforts to settle the case have been exhausted.

e. A District may assign other appellate cases to its Board of Appeals, but this shall not establish a precedent.

f. The procedure on appeals shall be in conformity with Article III of these Regulations.

g. After final judgment by the District Board of Appeals, any party may petition the Board for a re-hearing, with his reasons therefor, and is required to do so before he may appeal to a District Convention.

APPEALS TO DISTRICT CONVENTION

h. Since suspension is only a temporary measure, all matters pertaining to membership in Synod and to eligibility for service in Synod must be referred to the next convention of the District for decision.

i. The judgments of a District Board of Appeals in all other matters may be appealed to the next convention of the District. Notice of such appeal must be given to the District President and the Board of Appeals within three months after judgment has been rendered unless such time is extended for good reasons by the District Board.

j. In all cases appealed to the convention, the Opinion of the Board of Appeals shall form the basis of discussion. The District shall either affirm, modify, or reverse the judgment of the Board of Appeals. The convention shall elect a Committee of Review of three clergymen and two laymen (one of whom may be a teacher) and proceed in the same manner as provided for synodical conventions in paragraph 2 h.

k. Any party affected by the action of the District shall have the right to appeal to Synod, but in the meantime the action of the District shall be respected by Synod and its members. The case shall then proceed in conformity with Article III of these Regulations.

B. SYNODICAL BOARD

ORIGINAL CASES

a. The original jurisdiction of Synod's Board of Appeals shall include controversies about membership in Synod and eligibility for service in a particular field of work or in the Church in general which arise in connection with missions directly under the control of Synod. However, the plaintiff in such cases shall first present the case to the President of Synod, who shall make every effort to settle it. Only when all administrative efforts have been exhausted shall the President of Synod refer the case to Synod's Board of Appeals.

b. The original jurisdiction of Synod's Board of Appeals shall further include inter-District controversies. If a congregation in one District believes that it has cause to complain of the action of a congregation in another District, it shall first attempt to settle the matter by direct negotiation. If the matter cannot be settled in this manner, the first congregation shall file with the President of its own District a complaint against the action of the second congregation. The President shall then notify the President of the other District, and the two Presidents shall attempt to settle the case. If their administrative efforts do not produce the desired results, they shall refer the case to the President of Synod, who shall attempt to settle it.

After all administrative efforts have been exhausted, the President shall refer the case to Synod's Board of Appeals.

APPEALS TO SYNODICAL BOARD

c. The appellate jurisdiction of Synod's Board of Appeals shall apply to all appeals from decisions of Districts in cases of church discipline, membership in Synod, and eligibility for service in the Church.

d. Synod in convention may assign other cases to Synod's Board of Appeals, but this shall not establish a precedent.

e. The procedure on appeals shall be in conformity with Article III of these Regulations.

f. After final judgment by Synod's Board of Appeals, any party may petition the Board for a re-hearing, with his reasons therefor, and is required to do so before he may appeal to a synodical convention.

APPEALS TO SYNODICAL CONVENTION

g. The final judgments of Synod's Board of Appeals may be appealed to the next convention of Synod. Notice of such appeal must be given to the President of Synod and the Board of Appeals within three months after judgment has been rendered unless such time is extended for good reasons by the District Board.

h. The convention shall elect a Committee of Review consisting of two clergymen, two laymen, and one teacher, which committee shall during the convention determine whether error has been made in the procedure of the Board of Appeals or new evidence has been produced. In either case the matter shall be remanded to the Board of Appeals for a new hearing. If there is neither error nor new evidence, Synod shall confirm the findings of the Board of Appeals. This action shall be final, and no further appeal shall be entertained by Synod.

Article III. Conduct of Cases

1. Notice of Appeal shall be sent to the District President or the President of Synod, as the case may

be, and a copy of said notice may be sent to the respective Board of Appeals. Upon receiving such notice, the President shall first exhaust all administrative efforts to settle the matter and upon failure to do so shall refer the case to the Board and shall so advise all parties. All documents pertaining to the case which are in the files of the President shall be sent to the Board of Appeals.

2. Any party to any proceeding may select as counselor any communicant member of Synod approved by the Board, and the Board may, if desired, suggest names of persons competent to act as counselors.

3. Within a time limit fixed by the Board, the appellant shall file with the Board a written statement, with ten copies thereof, presenting briefly and clearly the facts of the case and the reasons for appealing the prior decision. The Board shall certify one copy thereof and send the same to the appellee.

4. Within a time limit fixed by the Board, the appellee shall file with the Board a brief answer to the statement of the appellant, with ten copies thereof. The answer shall admit such facts as are correct and point out wherein facts or allegations are incorrectly stated, and shall further give reasons for objecting to a review. The Board shall certify one copy thereof and send the same to the appellant.

5. All statements, answers, and subsequent pleadings shall be accompanied by any documents or certified copies thereof which it is proposed to introduce into evidence, and the Board shall have the right to require the submission of any other documents which it deems essential or helpful in judging the case. Certified copies of parts of congregation minutes shall suffice for filing with pleadings, but the minute book itself shall be produced at the hearing.

6. The Board may permit any party to amend its pleadings at any time prior to final judgment.

7. Each party shall inform the Board and the opposite party of the names of probable witnesses within a reasonable time before the hearing. If notice is not

possible, such witnesses may be heard if the Board consents, but the opposite party shall have opportunity to produce witnesses in rebuttal at any adjourned hearing if necessary.

8. The Board shall fix the time and place of hearings, and all parties shall receive reasonable notice thereof.

9. The Board shall endeavor to elicit all information and evidence which shall bear on the case, without regard to technical rules of evidence, and any member of the Board may participate in the discussion.

10. The Board shall determine whether a hearing shall be public or private, and it shall also determine whether an official stenographic record shall be necessary.

11. At the beginning of a hearing the Board shall state all facts on which there is agreement between the parties as shown by the pleadings and shall require the parties to enter into stipulations on all uncontradicted facts adduced during the hearing. The Board shall endeavor to secure from all parties stipulations as to facts not mentioned in minutes or documents or as to the real meaning of loosely drawn resolutions or documents which may be variously interpreted.

12. Where facts are in dispute, the appellant and his witnesses shall be called first and shall be followed by the appellee and his witnesses. The Board shall determine the extent of the testimony which it requires, and all parties shall be given the opportunity of rebuttal.

13. After the presentation of the evidence, the Board shall hear the arguments in the same order.

14. The Board of Appeals shall make every effort to conciliate or settle each case before final judgment. It shall not be required to render an immediate decision unless the case is very clear, but its decision shall not be unreasonably delayed.

15. In all cases appealed from a District convention to Synod, the Opinion of the District Board of Appeals and the judgment of the District convention shall

form the basis of the appeal. The procedure shall thereafter follow the provisions of this Article. The administrative officers of the District shall be responsible for the defense of a District decision.

16. All provisions herein with reference to appellants and appellees shall apply also to plaintiffs and defendants in all cases of original jurisdiction.

Article IV. General Rules Governing Boards

1. The Board of Appeals upon assuming jurisdiction shall promptly forward to all parties concerned a copy of these Regulations.

2. The Board of Appeals shall be governed in their acts and judgments in accordance with Christian principles, by the generally accepted rules of justice.

3. If a question of membership in Synod or eligibility for service in Synod is involved, the Board of Appeals shall review the matter in Christian charity according to the Constitution of Synod and its By-Laws.

4. In cases of excommunication, the Board shall be especially careful to determine whether the sin is of such a nature as to make the person an heathen man and a publican.

5. If an appeal in a matter of church discipline by a congregation is in question, the Board of Appeals shall recognize the sovereignty of the Christian congregation and may only *review* the action of the congregation according to the principles laid down in Scripture and *advise* the congregation accordingly. Either the congregation's action will be upheld, or it may be *advised* to review and eventually to revise its action. If the case is appealed and the Board of Appeals decides that a person has been improperly excommunicated and the congregation does not revise its action, the congregations of Synod shall not be required to respect such an excommunication. The District shall take such action towards the congregation as it may deem necessary.

6. In cases of excommunication, unanimity in the Board of Appeals is required as far as the judgment

is concerned, while there may be disagreement as to procedure on the part of the congregation. In other cases a majority is sufficient.

7. In cases where a hearing by the entire Board would cause considerable inconvenience and expense, the Board, in its discretion, may authorize a sub-committee of its members to conduct a hearing or hearings, in which case a stenographic report of such hearing shall be made available for the entire Board.

8. While a case is still undecided, neither party to the case shall circularize members of the District or Synod. A person guilty of circularizing must disavow his unethical conduct before his case may be entertained by any Board of Appeals or by a District or by Synod.

9. The decision of the Board shall be written and shall state: (a) the facts of the case, as found by the Board from the evidence, and (b) the conclusion of the Board and the reasons therefor. The Opinion shall be kept on file, but it shall not be necessary to print the same in full in the official report of the District unless the Board shall so direct.

10. Each Board of Appeals shall promptly send copies of its decisions to the appellant, the appellee, and the District President, or the President of Synod. The Board shall retain the originals for its own files.

11. Notice of decisions when final action has been taken by Synod's Board of Appeals or by a District shall be published in the official organs of Synod. Notice concerning the action taken by Synod may be so published if the President of Synod so directs.

NOTE.—The question was asked whether "wrong procedure" includes wrong exegesis and wrong application of Scripture passages. The answer was given that if such interpretation or application affects the merits of the case, this is definitely true.

IX. Changes and Additions (Const., § 14)

1. Changes in the By-Laws and additions thereto may be made, provided 1) they are not contrary to the Constitution, 2) are presented in writing to the

Synod, 3) are separately considered and acted upon, 4) and are passed by a majority of the voting representatives.

2. The Constitution, the By-Laws, and all other rules and regulations of the Synod apply to all members of the Synod: all congregations holding membership, pastors, professors, and teachers. The Synod expects that also such congregations as have not yet been received into membership, but are served by the Synod, and whose pastors and teachers hold membership in the Synod, honor the rules and regulations of the Synod.

PART ONE
Administration

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A. The Board of Directors

(See Constitution and By-Laws;
Const., § 11, F; By-Laws, VI, D)

1. The members of the Board of Directors, constituting at the same time the General Board of Control, shall, with the exception of the President of the Synod, have no official connection with any of the educational institutions of the Synod.

2. The Board of Directors shall have supervision over all the buildings of the educational institutions of the Synod and any other property connected therewith; to wit:

a. It shall be the duty of this Board to consider all requests for appropriations for new buildings, extensive repairs, or the purchase of any other property, and then, together with its recommendations, to submit them to the Synod.

b. Every local Board of Control shall therefore, six months prior to the meeting of the Synod, report to the Board of Directors the appropriations desired for new buildings, repairs, and the purchase of property.

c. After these reports have been received, the Board of Directors shall visit the institutions which have made requests for appropriations, investigate their needs, and make its recommendations to the Synod accordingly.

d. It shall be the duty of this Board to visit the various educational institutions of the Synod during the triennial synodical period and study the needs.

e. Whenever a new educational institution is to be established or the relocation of an institution is contemplated, the Board of Directors shall be consulted as to the choice of a locality.

NOTE.—The Synod urgently requests that any District which desires to establish an educational institution of its own or to enlarge or relocate any such institution consult with the Board of Directors. Whenever a District institution is subsidized by the Synod, the District institution, as far as the buildings and other property are concerned, shall be under the supervision of this Board.

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f. Whenever the Synod has made appropriations for buildings or for the purchase of property, the Board of Directors shall decide when and in which order the resolutions of the Synod shall be carried out. However, no building may be erected and no property purchased until the entire sum necessary for such building or purchase has been paid into the treasury of the Synod.

g. It shall be the duty of the Board of Directors to see to it that the resolutions of the Synod concerning new buildings and extensive repairs be properly carried out. *

aa. The local Boards of Control shall therefore submit all plans for new buildings and repairs to the Board of Directors for approval or rejection.

bb. Whenever a local board believes that it must spend more money than the Synod has appropriated, it shall submit the matter to the Board of Directors for its approval or rejection.

cc. Whenever a local Board of Control contemplates the erection of a building upon land which is owned by the Synod, but for which building it does not intend to use the Synod's funds, it shall also submit such resolution to the Board of Directors for its approval or rejection.

dd. The Board of Directors shall erect the necessary professors' residences and also other residences on the campus, borrowing the money to pay for these and then paying the interest and principal with the moneys ordinarily expended for rentals, wherever this is practicable and feasible.

ee. Whenever new institutions are to be established, the Board of Directors shall see to it that a contemplated expansion of the institution be given due consideration when the architect's plans are drawn.

h. The Board of Directors of the Evangelical Lutheran Synod of Missouri, Ohio, and Other States shall be authorized and empowered, and it is hereby authorized and empowered, to sell, barter, exchange, or trade any real or personal property not adjacent to, or a part of, any of Synod's colleges or seminary properties

of which said Synod may find itself possessed and which real estate or personal property in the opinion of said Board of Directors would be of no direct use or benefit to said Synod in the pursuit of its constitutional objectives, at such price or consideration and upon such terms and conditions as in the opinion of said Board of Directors would best serve the interests of said Synod.

i. As to expenses made by local boards for repairs, as also for all other current expenses which are defrayed out of the Synodical Treasury, the Board of Directors shall see to it that no undue preference be shown to any synodical institution.

3. The Board of Directors shall be empowered to procure the advice of professional men whenever necessary and shall be authorized to pay any expenses accruing therefrom out of the Synodical Treasury.

4. The Board of Directors shall annually have a report printed in the *Lutheraner* and in the *Lutheran Witness*.

5. The members of the Board of Directors shall attend the sessions of the Synod.

6. Whenever the Synod is in session, the Board of Directors shall hold one or more meetings with all representatives of educational institutions present (members of faculties and of local boards) in order to meet these personally, mutually exchange opinions, clear away misunderstandings, and, in general, for the purpose of better co-operation. The chairman of the Committee on Colleges (formerly the Committee on Buildings) of the Board of Directors shall call this meeting.

7. The Board of Directors shall employ a Financial Secretary.

8. The Board of Directors shall employ a Synodical Auditor.

9. The Board of Directors shall appoint a Valparaiso Advisory Committee.

10. The Board of Directors shall appoint a Board of Trustees of Synod's Trust Funds.

27 (1908), 61—63. 25 (1902), 123. 30 (1917), 43.
31 (1920), 33, 36. 32 (1923), 35. 33 (1926), 206.
34 (1929), 177, 181, 182. 35 (1932), 206. 36 (1935),
255. 37 (1938), 209, 273.

B. Synodical Circuits

I. The Visitors

(See Constitution, § 12, 3 c, and By-Laws;
Const., § 12, C)

1. During his triennial period of service the Visitor shall so arrange his official calendar of visits to congregations as not to deprive his own congregation of his services too long in the course of a year.

2. As a rule, the Visitor shall announce his coming to the pastor and the congregation a reasonable time prior to his visit.

3. The Visitor shall so arrange the time of his visitation as to enable him to spend a Sunday, if possible, with congregations having a large membership. But because this often cannot be done, pastors and congregations ought cheerfully to arrange for visitations on some other day and see to it that such meetings are well attended. How long a Visitor shall remain with a congregation depends on local conditions.

4. The Visitor shall also officially visit such pastors as are only advisory members of the Synod. He ought also to hold visitations in the congregations served by such pastors, although these congregations have not yet become members of the Synod, provided, however, that the consent of such congregations has first been secured.

5. The Visitor shall be authorized to draw upon the Synodical Treasury for that portion of his expenses which has not been covered by the congregations he has visited.

6. What the purpose of visitations shall be, can be seen from the object for which the Synod has been

organized (Const., § 3) as well as from the following special duty enjoined upon the District Presidents (Const., § 12, 7): "The District Presidents shall especially exercise proper supervision over the doctrine, life, and administration of office of the pastors and teachers of their District. They shall also acquaint themselves with the prevailing religious conditions of the congregations of their District and to this end are empowered and indeed obliged to visit them, being assisted in this work by the Visitors, who shall regularly make their reports to them."

7. In order that the visitations may serve their purpose,

a. The Visitor shall, if possible, hear the pastor preach a sermon in the church service or ask the pastor to submit to him a few sermon manuscripts.

b. The Visitor shall ascertain whether the pastor rightly divides the Word of Truth (Law and Gospel); whether he teaches the Gospel of salvation in all its truth and purity; whether he uses simple, clear, and unmistakable language in his sermons; whether he properly correlates the teaching of doctrine and the giving of admonition; whether he not only teaches the true doctrine, but also duly warns against existing false doctrines, doing so not because of carnal zeal, but because of love for the truth.

c. Wherever catechizations, catechetical instruction of catechumens, Sunday schools, and Bible classes are held, the Visitor shall, if possible, attend such and ascertain whether the children and the catechumens are required to learn by heart the text of Luther's Small Catechism and whether they understand its meaning and are able to cite prooftexts from the Bible to show its agreement with Scripture.

d. The Visitor shall also ascertain how liturgical forms and ceremonies are being used in the churches of his circuit and whether the church books and the official lists of the churches are well kept.

e. The Visitor shall ascertain whether services are being held on Sunday afternoons, on Sunday evenings,

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or during the week, how these are conducted, and whether the pastor also preaches on the Catechism.

f. The Visitor shall inquire how the pastor applies the Law and the Gospel in his cure of souls and when exercising church discipline. If requested, the Visitor shall advise the pastor as to particular cases. The Visitor shall also ask the pastor and his congregation with reference to such things as attendance at services, at Communion, and at the voters' meetings, the salaries of pastors and teachers, the participation of the congregation in the work of the Church at large and in mission work, reading the Bible, family devotion, bringing up the children in the home in a Christian manner, announcements for Communion, the kind of reading matter and religious books found in the homes, reading the church papers, schismatic tendencies, conventicles, lodges, or secret societies, and similar anti-Christian organizations; in fact, the Visitor shall diligently inquire as to all things which have been briefly mentioned in § 6. The Visitor shall also inquire whether there have been any excommunications; and if there have been such, he shall read the minutes referring to them.

8. The Visitor shall, through the official church board, be permitted, if necessary, to call a special meeting of a congregation. If in such meeting any differences between the pastor and the congregation are brought to his attention, the Visitor shall use all diligence, in a Christian manner (Matt. 18: 15-17; 1 Tim. 5: 19), to bring about a peaceful adjustment.

9. The Visitor shall inquire which troublesome sects or secret societies or other anti-Christian organizations are found in the territory of the congregation and what is being done to guard the members against the evil influence of such.

10. As far as the pastor himself is concerned, the Visitor shall, in a manner becoming a brother, speak with him as to his own spiritual life and as to his studies.

11. When visiting the school of the congregation, the Visitor shall give his attention to

- a. The general course of instruction;
- b. The teaching of the Catechism and Bible History;
- c. School attendance;
- d. Discipline.

12. The Visitor is advised to be careful not to create the impression, when performing his official duties, that he is resorting to legalistic measures; he should, on the contrary, at all times diligently seek to proceed in a truly evangelical manner.

13. The Visitor's report to the District President as well as the District President's report to the District Synod should contain nothing that would offend against true Christian charity and the instruction which Christ Himself has given us, Matt. 18:15-17. Such a report therefore must never contain any confidential information which may have been given to the Visitor or to the President.

4. S. Hdbk. (1899), pp. 142—145

II. Meetings of the Visitors' Circuits

1. The Synod especially enjoins the delegates who represented their congregation at synodical meetings, in conjunction with the District President, to see to it that the resolutions of the Synod are carried out during the triennial period; and especially does the Synod enjoin its Visitors to see that this is done. Accordingly, the Districts are advised to organize their delegates according to the circuits of the Visitors in order that the delegates may do their work systematically.

2. It shall be a Visitor's duty to call a meeting of the delegates of his circuit and to organize them. In order that this organization of delegates may be in direct touch with every congregation of the Visitor's circuit, every congregation which has not elected one of its own members to represent it at the Synod shall elect one of its members to attend the meetings of said organization. This member shall be elected before the Visitor calls the meeting of the delegates' organization.

3. At the meeting of the delegates' organization, augmented in the manner indicated, the Visitor shall

be prepared to give all necessary information as to the condition and the needs of the various treasuries of the Synod as well as regarding the number of communicants of every congregation in his circuit, in order that every congregation may know what its annual quota, based upon an average contribution of every communicant member, would be. If a congregation decides in favor of the annual quota, the Visitor shall ask the respective member of the organization as well as the pastor of the congregation to endeavor to induce the congregation to pay such quota. Every congregation shall determine in what manner the quota which it has assumed shall be collected. 30 (1917), 108, 109

4. The delegates selected by the individual congregations are to meet at the call of the official visiting pastor as soon after the new year as possible and are to organize properly. Each delegate is to submit a report showing the contributions made by his congregation in the past year for all synodical purposes. These reports are then to be discussed with a view to increasing contributions where the report shows that a congregation has not done its full share according to the budget of Synod. 31 (1920), 211, 212

III. The Detroit Resolutions with Reference to the Participation of All Congregations in the Work of the Synod

1. Whenever a congregation does not in a year's time contribute at all or only proportionately little to the treasuries of the Synod, the respective Visitor shall interview the pastor of such a congregation and advise him accordingly.

2. Whenever the conferences meet, the Visitor shall kindly remind the members of these conferences not to forget the treasuries of the Synod. He shall also be prepared to give all necessary information.

3. When visiting the individual congregations, he shall inquire as to the contributions made by them to the treasuries of the Synod and encourage the congregations to support these treasuries.

4. Every Visitor shall annually report also as to these matters to the District President in order that

the District President may, if necessary, have opportunity to encourage the congregations to meet the requirements of the Synod.

5. At the time when the College of Presidents meets for the purpose of assigning the calls, the President shall receive financial reports from the District Presidents and urge them to carry out the adopted financial program.

26 (1905), 138, 139

C. Parishes

1. Shall congregations of the same confession of faith and using the same language in public worship, established in the same city or in the same territory, be limited to a certain district? And if so, in accordance with what principle shall the parish lines be fixed? The Synod answers this question as follows: Whenever two or more congregations, as above described, are separated by parish lines, this is not done in accordance with any direct command of God, and therefore it is not absolutely necessary; the very nature of the case, however, as also inferences drawn from certain Apostolic words, speak in favor of it.

2. The following reasons for establishing parish lines may be cited:

a. First, God is not the author of confusion, and therefore He wants all things to be done decently and in order also in the Church, 1 Cor. 14:40. Having no parish lines would not only cause confusion in two or more congregations serving the same territory, but would also be the source of another disorder; to wit, one pastor could hardly help interfering with the rights and duties of another pastor. Against such interference St. Peter, however, issues an earnest warning, 1 Pet. 4:15. In fact, the pastors of such congregations would not know which persons and which territory are under their official supervision.

b. Secondly, because schisms and sects in a congregation should be avoided, church members ought to be given no opportunity to attach themselves to the person of one pastor in preference to that of another. This in

itself would be a sectarian tendency, which Paul the Apostle condemns, 1 Cor. 1:12; 3:3-7.

c. Thirdly, the private cure of souls, which is an essential duty of every pastor, would not only be rendered more difficult where there are no parish lines, but in many cases would be impossible; nor could church discipline always be well exercised; for under such conditions the guilty party could easily escape it.

d. Fourthly, the example of the Apostolic Church favors the separation of congregations by parish lines; for in the days of the Apostles, bishops were appointed for every city, Titus 1:5. The example of the Apostles, it is true, is not equal to an express command, which must be obeyed by Christians of all times and under all circumstances; nevertheless, it is evident that the custom of Apostolic times speaks in favor of the reasons given above, and therefore it is proper that we should not without good reason fail to follow such example.

3. Neither personal nor selfish interests should prompt the separation of parishes according to territorial districts, but, in the first place, the edification of the Church, or the advancement of the Kingdom of God, and, in the second place, the true Christian love which we owe our neighbor. If, for instance, a congregation has such a large membership or is spread over such a large territory as to prevent members living at a distance from using the means of grace with necessary frequency, or if in a certain portion of a city or territory the Word of God is not being preached, then the zeal for the extension of God's kingdom demands that Christians should not stand in the way of dividing the parish or organizing a new congregation in the neglected territory; in fact, all other interests should be subordinated to those which seek to promote the glory of God and to extend His kingdom.

4. The separating of congregations by districts or the dividing of one congregation into several shall therefore be regulated and effected in accordance with due Christian regard for our neighbor's welfare (*Gesetz der Naechstenliebe*). This demands, 1) that any such separation or division be brought about — as much as may

be possible — by a voluntary agreement, prompted by the conviction of all concerned; 2) that church property be divided in accordance with the laws of justice and equity in order that one party be not slighted while the other party is given undue advantages; 3) that Christian forbearance rather than the strict letter of the law decide any difficult questions which may arise; 4) that lesser evils be borne in order to prevent greater evils; 5) in fact, that the separating of parishes by districts be not absolutely insisted upon if thereby a whole congregation would be seriously disturbed or even torn asunder.

5. As to removals from one parish to another, Synod urges all its pastors to make diligent use of the means now existing for the reporting of removals and urges all members to keep their pastors informed. Neglect of this important matter accounts for a deplorable and unnecessary loss of souls to our Church each year.

4. S. Hdbk. (1866), 149—151; 34 (1929), 82

D. Calling Pastors and Teachers

I. As to Calls

1. Whenever Lutheran congregations having no pastors make application to the Synod for a pastor, the Synod shall through its officials propose candidates and thus earnestly seek to supply congregations with faithful shepherds as soon as possible. If, however, a congregation making such application consists of adherents of the Lutheran, the Reformed, and the so-called Evangelical faith, then the Synod shall not directly refuse this application, but, as the honor of God, Christian honesty and sincerity, and true charity demand, promise to give such a congregation a pastor; provided, however,

a. That such a congregation declares that it will, as only the Lutheran Church does, unconditionally submit to the Word of God;

b. That such a congregation, after it has been duly instructed, will accordingly confess the true Scriptural doctrines of the Evangelical Lutheran Church, espe-

cially those regarding the holy Sacraments and the Office of the Keys, and therefore reject all doctrines conflicting with them as contrary to the Scriptures;

c. That former non-Lutherans of such congregations declare that, by receiving the Lord's Supper from a pastor of the Lutheran Church, they publicly enter the communion of the Lutheran Church and cease to be adherents of the doctrines of the Reformed, the so-called Evangelical, or any similar Church.

2a. When calling a pastor, a congregation ought always to seek the advice of other pastors of the Synod who are in charge of a congregation, it being understood, however, that this is not compulsory, yet in accordance with good and wholesome usage.

b. Since the calling of servants of the Word is a most important matter, for which the advice of experienced men, who are also well acquainted with synodical conditions, is needed, and since the duty of the Presidents of the various Districts is to advise congregations upon their request, congregations, pastors, teachers, and students must not unofficially interfere in the matter of calls and elections.

4. S. Hdbk. (1899), pp. 10, 11, 147

II. Examining Committees

(See Constitution, § 6, 6, and By-Laws; Const., § 10, C)

A. FOR CANDIDATES AND FOR APPLICANTS FOR THE OFFICE OF THE MINISTRY

1. The Examining Committees shall consist of the president of the respective educational institution and the President of the District in whose territory the institution is located. The President of the District shall be the chairman of this committee. In exceptional cases he shall, with the consent of the other examiner, be empowered to authorize two other competent members of the Synod to examine an applicant. The examination must always be held before competent witnesses.

2. Examinations shall be both oral and written. The applicant shall submit a written sermon on a given text

and also a written essay on a dogmatical and church-historical subject. The oral examination shall be taken in the following subjects: knowledge of the Bible, hermeneutics, Christian doctrine, knowledge of the Symbolical Books and of the doctrines of heretical churches, church history (especially the history of the Reformation), practical theology. The person to be examined shall preach the written sermon which he submitted and also give a practical demonstration of his ability to catechize. The examiners shall, above all things, seek to determine whether the person to be examined be well able rightly to apply the Law and the Gospel (2 Tim. 2:15), whether he be able to teach, and whether he be pronounced in his confession of the true doctrine.

3. With reference to the requirements two classes of applicants come under consideration: first, such as claim to have a complete theological education, who therefore must also be examined as to their knowledge of the original languages of the Holy Scriptures; secondly, such as have received principally a practical training for the work of the ministry.

4. Whenever an applicant has satisfactorily passed his examination, he shall be given a testimonial of efficiency.

5. Such as desire to submit to an examination shall, six weeks prior to such an examination, send a written application, together with a brief autobiography and a reliable letter of character, to the respective District President. The District President shall, four weeks prior to the examination, send to the applicant the text on which he is to submit a written sermon and also the theme for his essay. These two papers the applicant shall deliver to the Examining Committee eight days prior to the examination. Such candidates as can, by reports and testimonials, give satisfactory evidence that they have previously been examined and received into membership by orthodox church bodies may be received without examination.

6. The Examining Committee shall also colloquize such pastors as have not been members of an orthodox church body, but of whose training and ability satis-

factory evidence can be submitted. The purpose of the colloquium shall be to determine whether there be complete agreement as to doctrine.

4. S. Hdbk. (1899), 14—16

B. FOR CANDIDATES AND FOR APPLICANTS FOR THE OFFICE OF A PAROCHIAL SCHOOL TEACHER

1. The Examining Committee for applicants for the office of a parochial school teacher shall consist of the President of the District in the territory of which a normal school is located and of the faculty of that institution. The President of the District shall be the chairman of the committee. This committee shall also examine such candidates as come from church bodies which as to their doctrinal standing are not recognized by the Synod. If the committee cannot in person examine the applicant, it shall be empowered to authorize one or more servants of the Word (pastors and teachers) to do so.

2. The following regulations have been adopted:

a. Whenever a person who has not received his education and training within the Synodical Conference makes application to a pastor (or teacher, or professor) of our Synod for a position in our parochial schools and for admission to our Synod, then such pastor (or teacher, or professor) shall ask the applicant at once to send his application to the President of the respective District. The application shall be accompanied by a short autobiography and by copies of reports which have been certified by the respective pastor (or teacher, or professor). It shall be stated by such pastor (or teacher, or professor) how long he has known the applicant, whether the applicant has attended services and the Communion table in his congregation, and whether he has a good report of those who are without.

b. The District President shall carefully investigate whether the reports of the applicant are complete or whether the letter of character fails to cover any particular period in the life of the applicant. In the case of such as had already in foreign countries been

teachers in schools it is necessary that the letter of character cover the period up to the time of their emigration. If they have no such letter, they shall be required to send for one. Only when the District President has all the reports in hand, shall he, in accordance with the rule of the Synod, publish the applicant's request in the official church papers. If no protest is entered, the reports (not the letter of character) of the applicant shall be sent to the faculty of the normal school.

c. The faculty of the normal school shall determine whether the applicant must take an examination or only submit to a colloquium. In case the faculty does not itself examine the candidate, it shall authorize a committee to do so. This committee shall, as a rule, consist of two pastors and one teacher.

d. The Examining Committee shall specify time and place of the examination and, if the applicant passes it, give him a written testimonial. One copy of this testimonial shall be sent to the District President and another to the faculty of the normal school.

e. No congregation of the Synod should permanently engage, nor any District in the Synod receive into membership, any candidate who has not been given a written testimonial by the Examining Committee.

4. Sd. Hdbk. (1899), pp. 36, 37

E. Adjustment of Differences

1. The Synod may be asked to give a theological opinion and its advice for the adjustment of any differences only when thereby no mere worldly affairs are brought to its attention, the rights of a Christian congregation are not curtailed, and the law of Christian charity and good ecclesiastical usage is not set aside or offended against.

2. Whenever such a request is made to the Synod at the time when it is in session, the matter shall at once be considered, unless a local investigation is necessary. Whenever such a request is made to one of the District Presidents at a time when the Synod is not in session,

the District President, or a committee appointed by him, shall seek to adjust the matter if it cannot suffer any delay.

3. Whenever differences have arisen in a congregation and it is considered necessary to report them, such report shall always be made first to the District President. This report shall be drawn up in such a manner that the case of both contesting parties is presented in order that by such report the District President may be enabled to have a clear conception of the real situation. Before such report is sent to the District President, it should be submitted to both contesting parties and, if possible, be certified by them.

4. S. Hdbk. (1899), pp. 11, 30, 31.
By-Laws; Const., § 12 D, 2.

F. In the Matter of the Lodge

WHEREAS, Present-day conditions demand a reaffirmation (cf. Constitution, § VI, 2, note) of our position on the lodge question; therefore, be it

1. *Resolved*, That the Synod go on record as being as firmly as ever opposed to lodgery because of its unchristian and anti-Christian character; and be it further

2. *Resolved*, That we hold it to be the solemn, sacred, and God-given duty of every pastor properly to instruct his people on the sinfulness of lodgery in denying the Holy Trinity, the deity of Christ, the vicarious atonement, and other Scriptural doctrines and to induce his congregation or congregations to take action against all members who after thorough instruction refuse to leave the lodge; and be it further

3. *Resolved*, That we deem it the duty of every fellow Christian, fellow pastor, and especially of the officials of the Synod to admonish all pastors who neglect their duty in this respect; and if Christian admonition has been administered in the spirit of Matt. 18 without the proper results, the officials of the Synod shall bring such cases to the attention of the synodical District for further action; and be it further

4. *Resolved*, That, if congregations, after having received due instruction, refuse to take action against lodge members, the Synod shall deal with them and eventually refuse them Christian fellowship; and be it further

5. *Resolved*, That the Synod earnestly request the various synodical Districts to carry out the above resolutions and faithfully to assist their congregations in eradicating the lodge evil; and be it further

6. *Resolved*, That the Synod create a Lodge Information Bureau to furnish information, advice, and literature concerning lodges. 33 (1926), 148

7. *Resolved*, That the Synod hereby declare that it is, and shall be, the practice of our Synod not to administer Holy Communion to members of lodges; and be it further

8. *Resolved*, That the Synod, in agreement with the resolutions of 1926, instruct its officers to exercise vigilant care and urge all pastors and congregations to admonish such congregations and pastors as permit the "lodge evil" to exist in their churches without counter-testimony and decisive action. If, after due investigation, it becomes evident that such congregations and pastors refuse to remove the offense, they are to be suspended and eventually expelled from synodical connection.

9. *Resolved*, That we do not deny that a conscientious pastor may under certain conditions ("in cases which present unusual features, rendering their classification difficult") administer Holy Communion to a person who is still outwardly connected with a lodge. But in such a case the pastor shall earnestly beware of procrastinating and giving offense, and to this end he shall freely and conscientiously consult with his vestry and congregation, his brethren in the ministry, and with the officials of the Synod, as the case may require.

10. *Resolved*, That the Synod hereby declare that the practice outlined above is Scriptural and evangelical. 34 (1929), 118

G. The Committee on Constitutional Matters

1. The standing Committee on Constitutional Matters shall consist of three members, who shall be elected by the Synod in accordance with its rules and regulations for elections.

2. Any overtures made to the Synod asking for changes of, or amendments to, the Constitution and By-Laws of the Synod, or its rules and regulations, shall be submitted to this committee in order that it may examine them (contents and language) as to their constitutionality or their agreement or disagreement with existing rules and regulations.

3. As to any legal questions which may arise, this committee shall be authorized to procure the advice of a member of the Synod who is versed in law. Whenever the Synod convenes, this committee shall be represented at the meetings of the committee appointed to consider constitutional matters.

32 (1923), 132

H. The Committee on Church Architecture

1. The Committee on Church Architecture shall consist of seven persons, who shall be elected by the Synod in accordance with its rules and regulations for elections.

2. This committee shall advise congregations which intend to erect church buildings, especially such congregations as are in need of financial assistance from the Synod for their building operations.

3. This committee shall also be prepared to give advice with respect to the building of schools and the installation of organs.

32 (1923), 234, 235. 38 (1941), 418

I. The Chronicler

The Chronicler of the Synod shall keep a brief, but correct chronological record of the most important events, movements, and controversies within the American Lutheran Church of the present time as well as of the influences which she experiences from

without in order that a continued historical record of the American Lutheran Church may thus be kept. He shall especially keep an annual record of the most important events in the history of the Synod.

4. S. Hdbk. (1899), 17

J. Statistics

I. The Statistician

The Statistician of the Synod shall gather the statistics of the Synod and annually publish them in a separate volume (*Statistical Yearbook*). He shall be intent upon procuring complete and correct statistics and tabulate them. He shall also decide upon the blank forms to be used for collecting the necessary material. All pastors, officers, boards, etc., within the Synod shall furnish the Statistician the requested data.

4. S. Hdbk. (1899), pp. 11, 30, 31

II. Bureau of Statistics

1. A Bureau of Statistics shall be established.
2. The Statistician elected by the Synod shall be in charge of this Bureau.
3. This Bureau and its manager shall be under the supervision of the Board of Directors.
4. Everyone who desires to compile statistics within the Synod shall first of all seek to get information from this Bureau.

32 (1923), 234

K. The Transportation Department

1. The Transportation Secretary of the Synod shall represent the interests of the Synod at the various railroad offices throughout the country. Aside from the following regulations no special instructions are given him, but he shall always be guided by the interests of the Synod as a whole and that of its special work.

2. The Transportation Secretary shall be elected by the Synod. He shall appoint as many assistants as he needs, give them the necessary instructions, and publish their names.

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3. Prior to the meeting of the Synod the Transportation Secretary shall at an early date get in touch with all passenger associations throughout the country and seek to procure reduced rates for all synodical delegates.

4. The Transportation Secretary and his assistants shall not turn over any business to certain railroads until the request for reduced rates has either been granted or definitely refused by all passenger associations.

5. During the three years intervening between synodical meetings the Transportation Secretary and his accredited assistants shall, within the territory of the various passenger associations, seek to procure for official representatives of the Synod, her missions, etc., such privileges as are occasionally granted by some railroad companies. 31 (1920), 247, 248

L. The Corresponding Secretary for Foreign Connections

The Corresponding Secretary for Foreign Connections shall in the name of the Synod keep up a correspondence with the Lutheran Church in foreign countries. The purpose of such correspondence shall be to establish and maintain an intimate relationship between our Church in this country and the Lutheran Church in foreign countries. 4. S. Hdbk. (1899), 17

M. Synodical Conventions

I. Housing

COMMITTEE ON ARRANGEMENTS

The President of Synod shall appoint a Committee on Arrangements, consisting of not fewer than nine members, of whom one should be a man who helped to make arrangements for the preceding convention. Such committee shall be appointed as soon as possible after each general convention.

EXPENSES OF CONVENTION

a. Synod shall bear one half (50 per cent) of the net cost of the convention, and the host congregations shall bear the remaining half (50 per cent).

b. Synod's part of the expenses shall be raised by a levy of one-half cent (.005) per communicant member, each District to decide how it will raise its proportionate share; and the District Treasurer shall remit the share of his District to the Treasurer of the Convention Committee not later than the month of March before the convention.

c. The congregations which are host to the convention shall be exempt from this levy.

TRAVEL EXPENSES, LODGING, AND MEALS

All traveling expenses as well as lodging and meals at the convention (whether for synodical or District officials, representatives of boards and commissions of Synod, pastoral, teacher, lay, and advisory delegates) shall be paid by the boards, circuits, or commissions which are represented by the respective delegates or representatives. This means that the Convention Committee arranges for lodging at hotels, dormitories, or in private homes and also provides for joint meals while the convention is in session. Rates for lodging and meals shall be established, and the delegates and representatives shall pay the established rates for lodging and meals when registering prior to the opening of the convention.

38 (1941), 266 f.

II. Organization and Attendance

1. The individual pastors are urgently requested diligently to instruct their congregations as to what important purpose the synodical organization and its meetings serve in order that they may ever better realize this and therefore take part in the Synod's work by sending delegates to its meetings.

4. S. Hdbk. (1899), 29

2. Pastors should instruct their congregations and the individual members not to send telegrams calling

them home and compelling them at once to leave the synodical meetings if this is not absolutely necessary; for in going to these meetings, pastors and teachers are not taking a vacation, which on account of less important matters may just as well be shortened, but they are fulfilling a sacred duty, and their presence is demanded from the opening to the close of the sessions. It is therefore also contrary to good order for congregations to demand that their teachers, when attending the Synod, leave before the close of the sessions in order to open their school sooner. Also delegates and representatives shall not, for the purpose of returning sooner to their various callings, be excused before the sessions have closed, unless this is absolutely necessary. 4. S. Hdbk. (1899), 43

3. All important matters to be submitted to the Synod shall be brought to the attention of the congregations of the Synod at least four weeks prior to the synodical meeting. Inasmuch as the Synod permits congregations to adopt or reject any synodical resolutions, congregations, on the same principle, ought not to forbid their delegates to vote contrary to the instructions which they have received from them, but every delegate ought to be permitted to vote in accordance with his own conviction.

21 (1890), 90

4. The advisory members of the Synod, pastors, professors, teachers, etc. (Constitution, § 5 b), shall be entitled to the floor at all meetings of the Synod and may, in the same manner as the voting members of the Synod, express their opinion and influence the opinion of the Synod. They may also appeal to the voting members of the Synod, asking them to submit a resolution for them in order that the matter which they desire to have discussed may be presented to the Synod in the regular way. They shall be eligible to membership on committees and to certain offices of the Synod, as, for example, to that of a Visitor and also to offices of the Synod itself. They may, the same as the voting members, make overtures to the Synod and thus induce the passage of important measures on the part of the Synod. 32 (1923), 133

5. Short daily minutes are to be read at the synodical conventions in both English and German to keep the delegates in touch with the business transacted.

a. The synodical proceedings are to be printed in English. If, however, the official committee report on the floor of the convention and therefore also the synodical resolutions are drawn up in German, the German version besides the English shall be given in the *Proceedings*.

b. A printed copy of the official proceedings of synodical conventions shall be mailed by Concordia Publishing House to every pastor in Synod for the information and use of the pastor and the members of his charges.

c. The cost to Concordia Publishing House of such printing and mailing shall be paid out of the Synodical Treasury.

d. The Fiscal Conference shall include the anticipated cost of such printing and mailing in the synodical budget triennially.

e. For our German readers the report in the *Lutheraner* will take the place of a separate German edition of the *Proceedings*, although unofficially.

34 (1929), 134; 35 (1932), 254

III. Elections at Conventions of the Synod

(See By-Laws; Const., § 10, A and B)

Prior to the meeting of the Synod the President shall appoint a committee (Committee on Elections), which shall make the necessary provisions for elections and which shall also conduct and supervise the elections according to the following regulations:

1. For the standing committees and boards of the Synod and for the various synodical offices, candidates are nominated (see the following regulations); but for the offices of President and Vice-Presidents no nominations are to be made, but the Synod itself shall elect the candidates (primary election).

a. The candidates for the office of the President shall be elected first, and after the election of the

President the candidates for the office of Vice-President shall be elected.

b. The five persons who have received the largest number of votes in the primary election shall be the candidates for the office of President.

c. As soon as these five candidates for the office of President have been elected, ballots shall be printed, and in a later meeting, under the supervision of the Committee on Elections, the final election shall be held.

d. A majority of all votes cast shall be required to elect the President and the Vice-Presidents as well as the Secretary and the Treasurer. For all other elections only a plurality is needed.

e. If after the first balloting no majority vote has been cast for any one candidate, the name of the candidate who has received the smallest number of votes shall be stricken from the list, and a new ballot of the four remaining candidates shall be taken. This procedure of striking the name of the candidate who has the smallest number of votes and of taking a new ballot shall be continued until one candidate has received a majority of the votes cast.

f. The number of Vice-Presidents to be elected shall be multiplied by three, and this number of candidates shall appear on the ballot. Such candidates as have received the greatest number of votes at the primary shall be put on the ballot. A majority of votes being needed for this election, names shall, if necessary, be stricken and a new ballot taken, until a majority vote has been obtained for each of the Vice-Presidents. After the Vice-Presidents have been elected, another ballot shall be taken to determine their rank. On this ballot the voters shall indicate by numerals their choice of First, Second, Third, and Fourth Vice-President. The tallying of the ballots shall proceed on a point system, four points being counted for each vote for First Vice-President, three points for each vote for Second Vice-President, two points for each vote for Third Vice-President, and one point for each vote for Fourth Vice-President.

The one having the greatest number of points shall be declared First Vice-President, the next highest the Second Vice-President, the next highest the Third Vice-President, and the next highest the Fourth Vice-President.

2. Every District shall, in the meeting held prior to the meeting of the Synod, take a ballot for the purpose of nominating two slates of candidates for the institution, or institutions which may be within its own territory (Boards of Control of our Seminaries and Colleges and the Board of Directors of Concordia Publishing House.) The Secretary of the District shall send the list of nominations to the Secretary of the Synod. The Secretary of the Synod shall tabulate the names received from all Districts and as soon as possible send them to the appointed Committee on Elections, which shall then present the list of candidates to the Synod for the purpose of having it ratified or amended before it is printed on the official ballot.

Whenever a District has failed to nominate its candidates, or if the nominated candidates cannot serve, the members of that District present at the meeting of the Synod shall nominate the candidates.

3 a. For the election of the Secretary, the Treasurer, and the Board of Directors a Committee on Nominations shall present two slates to the Synod for ratification or amendment. This Committee on Nominations shall be elected in the following manner: Whenever the Synod meets, it shall, in accordance with its rules and regulations for elections, elect a committee of seven persons, three pastors, three laymen, and one teacher, the members of which committee shall not live too far apart. This committee shall select the members of the Committee on Nominations. After the meetings of the District synods have been held, prior to the meeting of the Synod, the committee elected by the Synod shall meet and elect the Committee on Nominations from the list of delegates elected by the District synods and inform the members in due time of their election. The

Committee on Nominations shall consist of fifteen persons, seven pastors, three teachers, and five laymen. The members of this Committee on Nominations shall be men who are well acquainted with the members throughout the Synod, and on this committee the various Districts of the Synod shall, if possible, be represented.

b. The names of the members of the Nomination Committee shall be published on or before the first of February preceding each Delegate Synod, and at the same time all members of the Synod shall be invited to nominate suitable candidates for the various offices, stating the reason for nominating them.

4. In like manner the Committee on Nominations shall nominate candidates for all other offices, boards, and committees, provided, however, that it shall suggest two places, with a single slate for each, for all offices which must be filled by persons living at the same place.

5. For all elections the names of the candidates shall be printed in alphabetical order.*

6 a. The Secretary of Synod shall compile in writing for the guidance of the Committee on Nominations at its first meeting all such pertinent information from the **SYNODICAL HANDBOOK** as will enable the Committee to have easy access to, and authoritative information on, its required mode of procedure;

6 b. That Synod remind all Districts of the duty, which devolves on them according to the Constitution of Synod, of sending to the Secretary of Synod the lists of such candidates, properly prepared especially as to the orientation of names of candidates located in adjacent territory, as are to be nominated by them for transmission to the Committee on Nominations;

6 c. That each District President shall be held to submit to Synod's Secretary, for delivery to the Nom-

* By special resolution the Thirty-first Convention of the Synod (1929) had an * placed alongside of the names of such men as at the time being were in office. The same method has been used ever since.

inations Committee, a compilation of the personnel of his District, clergy and laity, as would make suitable material for the various offices and boards of Synod, with a thumb-nail characterization of the more pronounced talents and capabilities of such men, which will in turn serve the Committee on Nominations in its choice of candidates.

Action of Synod: This recommendation is to be submitted to the Committee on the Revision of the HANDBOOK to be considered in connection with its recommendation in this matter (On Elections), with power to act, that is, to see to it that such a rule may become operative at the next synodical convention. Before this revision is made part of the By-Laws of Synod, it must be ratified by the next Delegate Synod.

29 (1914), 188, 189. 30 (1917), 94—96. 31 (1920),
249, 250. 32 (1923), 135, 136. 34 (1929), 128.
38 (1941), 254 f., 271.

A. Educational Institutions

I. The Faculties

1. All instructors of an institution, except the assistants, constitute the Faculty.

2. The Faculty, together with the local board, shall decide upon the curriculum, the lesson schedule, and the rules and regulations of the institution.

3. The Faculty shall decide as to admissions, dismissals, and all reports of students.

4. The Faculty shall decide whether severe punishment must be inflicted; but it shall not expel a student without the consent of the local board. Cases of discipline in the classroom are taken care of by the respective instructor; but the transgressors of the rules and regulations of the institution as such are taken to task by the President or the Dean. Cases of an instructor may be appealed to the President of the Faculty and cases of the President to the Board of Control.

5. Whenever an additional instructor is to be elected, the Faculty shall have the right to nominate a candidate or to protest against any nomination.

6. Whenever a vacancy occurs in a Faculty, or whenever an instructor is ill, or in similar cases, the Faculty shall, if possible, see to it that one or more of its members give such assistance as may be needed.

7. All extracurricular work which our instructors have to do for their respective institutions must be done *gratis*.

8. As a rule, a man must have been engaged in pastoral or parish-school work for a period of not fewer than five years before he can be elected to a full professorship.

9. Before vacancies in the faculties are filled, the Board of Directors is to be consulted.

10 a. Upon reaching the age of 70, a professor shall be honorably retired. Any continued service after the age of retirement shall be determined by

the Board of Control in consultation with the Board of Electors.

b. A retired professor shall be given the standing "Professor Emeritus," respectively "President Emeritus."

35 (1932), 82, 206, 234. 39 (1944), 112

II. The Presidents of Faculties

1. The President, representing the institution and being the executive of the Faculty, is the proper person whom the Synod, its boards, and its members shall first of all hold responsible as to all matters pertaining to the institution. He shall therefore be in full charge of the institution, conduct the correspondence, and preside at the meetings of the Faculty.

2. The President, being the supervisor (inspector) of the institution and of its entire *personnel*, shall therefore

a. Visit the classes of all instructors and see to it that the prescribed course of study and the lesson schedule are carefully observed, that the assigned lesson material in each branch is carefully taught, that the proper teaching methods are used, and that, in general, all rules and regulations of the institutions are complied with.—If any member of the Faculty does not heed any admonition given him by the President, then, the President shall, first of all, seek to adjust the matter by means of a fraternal discussion in the Faculty; but if this proves to be without the desired result, he shall report the case to the local board, then to the President of the Synod, and finally to the Synod itself.

b. The President shall be in charge of the steward (*Hausverwalter*).

c. The President shall be in charge of all buildings used by the students and of all the equipment of the institution, provided that some of his duties have not been transferred to some other member of the Faculty.*

* In the theological seminary at St. Louis the Synod has established the Deanship, and certain duties of the President have been transferred to it. (See III.)

3. The President, being the spiritual adviser (*Hausvater*) of the students, shall

- a. Carefully and diligently watch over their souls;
- b. Watch over their conduct during study periods and at other times, exercise Christian discipline, insist upon good order, cleanliness, and the observance of the rules and regulations of the institution, in the performance of which duties his colleagues, if he so request it, shall assist him;
- c. See to it that sick students are properly cared for;
- d. Supervise the furnishing of meals to the students;
- e. If possible, give the principal instructions in religion, and also, as time and strength will permit, teach other branches of the curriculum.

4. The Presidents of the educational institutions shall meet with the President of Synod every two years before the opening of the Conference of Professors to consult in the matters of conducting these institutions and carrying out the wishes of Synod with respect to them. 19 (1884), 55, 56. 32 (1923), 28

III. The Dean

1. The Dean shall be a regular member of the Faculty and therefore shall meet with the Faculty and be entitled to vote.

2. Every week, if possible, he shall give three regular lectures, and, besides his regular lectures in the classroom, also deliver lectures before the entire student body, as well as arrange for such lectures by others.

3. In accordance with the regulations of the Synod, the local board, and the Faculty, he shall arrange the calendar and the lesson schedule, both of which must then be approved by the Faculty.

4. He shall be in charge of the matriculation of students and receive the applications for admissions, dismissals, or temporary absences of students.

5. He shall receive all applications for supplies, for longer or shorter periods, and dispose of them in accordance with the rules and regulations of the institution and of the Synod.

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6. He shall be the registrar of the institution and issue all reports or certificates or cause them to be issued.

7. He shall keep a list of all students enrolled, irrespective of whether they are present or absent, and prepare the manuscript for the catalog or have it prepared.

8. He shall see to it that the rules and regulations of the institution are observed and that other resolutions of the Faculty and of the local board are carried out.

9. He shall be in charge of the student activities and make the necessary reports as to these to the Faculty and also as to matters mentioned in Paragraphs 4, 5, 6, 7, and 11. He shall also see to it that the necessary lists are posted in the Faculty-room.

31 (1920), 44, 45

IV. The Boards of Control

1. Each institution of the Synod shall have a Board of Control, which shall consist of the President of the respective District and the following members, which the Synod shall elect: a minister of the Gospel who has had a classical training, and three laymen who are qualified for such a position and are members of a local church or of one in the immediate neighborhood. The members of the local board and their legal successors shall also be the trustees of their institution.

NOTE.—To the local board of the seminary at St. Louis two pastors and two laymen have been added 32 (1923), 40, and the "Articles of Incorporation" of the Seward normal school call for "seven trustees."

2. The Board of Control of an institution shall diligently observe

a. Whether the doctrine taught in the institution be that of the Word of God and therefore in accordance with the Confessions of our Church (Book of Concord of 1580);

b. Whether the instructors are found to be faithful in the discharge of their duties and adorn their office with a godly life;

c. Whether all things pertaining to the domestic economy of the institution are conscientiously managed.

3. In case of a vacancy in the Faculty the Board of Control, with the consent of the Board of Directors, shall at once take the necessary steps to fill such vacancy and therefore issue a call for candidates in the official church papers of the Synod and also notify the members of the respective Board of Electors. As soon as the candidate has been elected, the Board of Control shall issue the diploma of vocation to such candidate. The Board of Control shall also make more liberal use of the authorization to allow a newly called professor a year's study at a university, and Synod shall pay the tuition besides the professor's regular salary.

4. Boards of Control and Synod's Board of Directors shall build garages for professors at our institutions whenever in the opinion of both it seems necessary or expedient.

5. The Boards of Control, with the consent of the Board of Directors, may engage the necessary temporary services of assistant instructors.

29 (1914), 67. 31 (1920), 32

6. If a student is to be expelled from an institution, the case must be presented to the Board of Control for ratification.

7. The Board of Control of each institution shall, in conjunction with the Faculty, decide upon the schedule of studies or approve the plan which the Faculty may have submitted. The amount of time allowed on the schedule for each subject shall be determined by the purpose and character of the respective institution.

8. The Board of Control shall, in conjunction with the Faculty, decide which branches are to be taught by each instructor.

9. Since the various instructors are under the supervision of the Board of Control, the Board shall ask at least one of its members annually to visit a few of the classes of the various instructors.

10. Whenever a Board of Control is convinced that

an instructor is not able to fulfill the duties of his office, either because he lacks the necessary knowledge and ability to teach or because he cannot exercise proper discipline, or for other reasons, the Board of Control, in conjunction with the Board of Electors, shall be authorized to ask for the resignation of such instructor. In such case the Board of Control shall not be restricted to one collective vote. The Board of Control, in conjunction with the Board of Electors, shall also, if necessary, in such an event be authorized to grant temporary financial assistance, provided, however, that such financial assistance shall not be given beyond a period of six months.

11. The Board of Control shall see to it that all charitable donations given to the institution or the proceeds of any legacies, and the like, be used only for such students as are preparing to enter the immediate service of the Church or its schools.

12. The Board of Control of an institution in which also such students are enrolled whose parents or guardians do not desire them to enter the immediate service of the Church, shall, if the Faculty so recommends, be authorized to grant a reduction of tuition to gifted and godly students who are too poor to pay the full amount.

13. The Board of Control shall grant to instructors and stewards the privilege of appearing before the Board for the purpose of making known their wishes with respect to the institution.

14. The Board of Control shall be authorized to engage the services of a physician who shall serve the entire student-body. The expenses of such a contract shall be paid by the students themselves.

15. The Board of Control shall engage the steward, decide upon his salary (provided that the opinion and the consent of the Board of Directors have been procured), in conjunction with the President of the institution give him the necessary instructions, and audit the accounts, which the steward is to keep carefully as to receipts and expenditures.

16. It shall be the duty of the Board of Control diligently to see to it that all the property of the insti-

tution is kept in good condition and that it serves its purpose well. In all cases the expenses of the Board shall not exceed the appropriation of the Board of Directors or that of the Synod. The usual good business custom of calling for competitive bids shall be observed.

17. If officials of the Synod who are authorized to let contracts and to fix wages were to decide to do the work themselves, such action might easily be misconstrued. Boards of Control shall therefore, even with respect to a business transaction of minor importance, carefully see to it that those who let contracts and those who take contracts are not the same persons.

18. The regulation of all sports at all our institutions is left in the hands of the local Boards of Control.

19. All institutions shall charge a so-called "furniture-fee" to make replacements when and as they become necessary.

20. The Boards of Control shall be responsible to the Synod for all their actions and therefore make a detailed report on the condition of their institutions at every meeting of the Synod.

21. The following regulations are to govern the bookkeeping of the local Boards of Control:

a. All moneys for any and all regular and special purposes of any of Synod's educational institutions, including mess funds and students' funds, shall be paid to, and accounted for by, the treasurer of the respective institution.

b. All such moneys shall be deposited in a bank or banks designated by the respective local board and to the credit of an account in the name of the respective institution.

c. The treasurer of the respective board shall make all payments by check upon the receipt of properly executed vouchers, which shall give, in detail, the name of the payee, the amount to be paid, the purpose of such payment, and the account to be charged.

d. All synodical boards and commissions receiving

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and disbursing moneys subject to audit shall be required to make a detailed monthly report of all receipts and disbursements to Synod's Auditor.

e. All of Synod's educational institutions shall adopt as their fiscal year the period from July 1 to June 30.

22. Any vacancy occurring on the Board between two meetings of the Synod the Board itself shall be authorized to fill.

26 (1905), 138. 27 (1908), 61. 28 (1911), 84. 29 (1914), 113—115, 156. 31 (1920), 31. 32 (1923), 35. 33 (1926), 295. 34 (1929), 64. 35 (1932), 82, 206, 234. 36 (1935), 40, 255.

V. The Boards of Electors

1. The Boards of Electors or the so-called electoral colleges of the Synod shall consist of the President of the Synod or one of the Vice-Presidents, the Board of Control, which shall have one collective vote, and five additional members, three of whom, if possible, shall be chosen from the District in which the college is located and two from adjacent Districts.

2. No member of the Synod, except the President, shall be a member of two Boards of Electors.

3. The Boards of Electors for the seminaries, including the normal schools, shall consist of the President of the Synod or one of the Vice-Presidents, the local Board, which shall have one collective vote, and five additional members, whom the Synod itself shall directly elect from its membership. On the Board of Electors for the normal schools two of the five members above mentioned shall be teachers. Nominations for the electoral boards for the seminaries and normal schools shall be made by Synod through its Nominating Committee.

4a. The members of the Board of Electors for the colleges and high schools shall be elected in the following manner: The District in whose territory a so-called college or high school is located shall in the year prior to the meeting of Synod nominate two

candidates for each place on the Board of Electors for such institution. These nominations shall in the following year be submitted to Synod for approval, rejection, or amendment. For this purpose the names of such candidates as well as the candidates for the Boards of Control shall be published in the *Reports and Memorials* printed before the meeting of Synod. If no written protest or substitute nomination is presented to the Judge of Elections during the synodical sessions and before the election, the entire list submitted shall be approved by one single resolution of Synod.

b. When the ballot is printed, the candidates residing in the District in which the respective institution is situated shall be separated from the candidates residing in adjoining Districts, so that the Board may have the composition desired by Synod, to wit, that, if possible, "three members of the Board reside in the same District and two in adjoining Districts."

5. Every Board of Control and every Faculty of an institution for which an instructor is to be elected, as well as every congregation holding membership in the Synod, shall be entitled to nominate a candidate for a vacancy on a Faculty of an institution of the Synod. Such nominations shall be made within three weeks after the call for candidates has been issued and printed in the church papers of the Synod.

6. The names of the candidates, together with the names of those who nominated them, shall be printed in the church papers of the Synod.

7. The Faculty, the local board, and any congregation holding membership in the Synod may, if it can prove false doctrine or offensive life against any candidate on the list, enter a protest within three weeks after the date of the publication of the names of the candidates. If a Board of Electors ignores such protest, the protestants may at the meeting of the Synod call such Board to account.

8. Immediately after an election the Board of Electors of an institution which an instructor has been

called to serve shall publish the result of the election in the church papers of the Synod.

9. In extraordinary cases the Synod reserves the right to fill chairs at its educational institutions by an election held at the time when the Synod is in session, provided that in such cases the election be submitted to the congregations for their approval. If within three weeks after the secretary of the Board of Electors of the respective institution has published the election no justifiable protest against such election has been received by the Board of Electors, the election shall stand.

10. Members of Boards of Electors shall from time to time visit the classes of their institutions.

11. If false doctrine or offensive life or willful neglect of official duties can be proved against an instructor, he shall be suspended or removed by the Board of Electors. Also in such case the local Board of Control is entitled to only one collective vote. When an instructor has been forced to resign, his salary shall be discontinued, and he shall no longer be granted free living quarters.

12. These instructions pertain also to such institutions of Districts the instructors of which have been elected and are being paid by the Synod.

29 (1914), 111—113. 33 (1926), 153. 34 (1929), 128. 37 (1938), 204.

VI. Sundry Rules and Regulations for the Educational Institutions of the Synod

A. FOR ALL EDUCATIONAL INSTITUTIONS

1. The instructors at all educational institutions of the Synod shall meet in the year preceding the regular sessions of the Synod for a four-day conference, which conference shall, if possible, be attended also by the President of the Synod. It shall be the duty of this conference to strive after uniformity of instruction and education at institutions which are essentially alike. The members of this conference shall also consult with one another as to all pedagogical matters pertaining to the institutions of the Synod. The conference shall also

make necessary changes or improvements in the curriculum adopted by the Synod and see that they are put into operation. The traveling expenses to the conference shall be paid by Synod.

2. The presidents of the various institutions of the Synod shall meet prior to the opening of this conference and, in conjunction with the President of the Synod, discuss such matters as pertain to the management of the institutions and the carrying out of the resolutions of the Synod.

22 (1893), 79. 23 (1896), 131. 27 (1908), 76.
32 (1923), 28. 33 (1926), 62.

3. Pertinent information concerning the synodical institutions shall be published in the *Statistical Year-book*.

35 (1932), 200

4. All moneys given for the support of indigent students shall not be sent to these directly, but to the President of the institution or to an instructor whom the Faculty has appointed to take charge of the fund for indigent students.

21 (1890), 90, 91

5 a. Since all our students receive free tuition and housing on the part of Synod, all students ought to be ready to do some manual or other labor at our synodical institutions, as their time may permit, in order to show their appreciation of the benefits they are receiving and thus also to save additional expense to Synod. This, however, is a problem which cannot be solved by any fixed rules, but must, according to circumstances, be worked out by the Board of Control and the Faculty of each institution.

b. Boards of indigent students shall, as heretofore, grant support to a student during his first year at the institution on the basis of the information and recommendations received from the local pastor, teacher, or congregation.

c. Continued support after the first year shall be granted only to such students as the Faculty of the respective institution can recommend for such support

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on the basis of their scholastic standing, application, Christian character, and deportment.

NOTE.—*Scholarship*, as defined by the Committee on Indigent Students, means "sufficient mental ability to do the work at the respective institution and the work for which the student is being trained."

Application means "consistent and determined effort to do the assigned work well."

Christian character and deportment is defined as follows: "The student must give evidence of a Christian character by the application of the Christian religion to his daily life."

36 (1935), 81

d. The Synod recommends to Districts, conferences, and individual congregations to adopt the above resolution as their guiding principles in granting support to students.

e. The Synod enjoins upon the Boards of Control and faculties of synodical institutions to adopt guiding principles on which to base recommendations for support and to withhold the recommendation in all cases in which a student does not meet the requirements.

35 (1932), 79, 80

6. The needs of Christian education shall be regarded as an important determining factor in planning the curricula of our colleges, normal schools, and seminaries.

35 (1932), 103

7 a. At all institutions of the Synod the school year shall open in September and close in June. The details in connection therewith, as also the time of short vacations and free days, shall be decided by the Faculties of the various institutions in conjunction with the local boards; provided, however, that each institution have a fixed number of full school days. (Opening and closing days of a semester or school year on which no instructions are given are not to be counted as school days.) No more than five days shall be counted for a school week.

b. The number of school days for the various institutions shall be: at St. Louis, at least 165; at Springfield, at least 175; at the normal schools and colleges, at least 180.

c. Each institution shall, in accordance with these regulations, fix its calendar before the opening of the school year, after which no changes shall be made.
32 (1923), 30, 31

8. It shall be the duty of every instructor at the institutions of the Synod to assume certain duties connected with the office of the President of the institution. The local board, after consulting with the Faculty, shall decide which duties shall be assumed by the various instructors.
20 (1887), 43

9. Every institution of the Synod shall have a fund (repair fund), out of which the expense for repairs of any damages done to the property of the institution shall be paid in case the person guilty of inflicting such damage cannot be found.
21 (1890), 44

10. The Board of Directors of the Synod shall assign to every institution a certain territory in which, in case of necessity, collections of moneys and foodstuffs for the refectory of the institution may be made.
31 (1920), 35

11. All students who attend the institutions of the Synod, but do not intend later to serve the Synod as pastors or teachers, shall, besides their board, annually pay the sum of \$40 to \$60 for the high-school department and \$80 for the college years for tuition.
32 (1923), 34. 36 (1935), 86

12. All students who attend the institutions of the Synod with the intention of becoming pastors or teachers in the Synod, but who later, that is, before they have completed their studies and have entered into the service of the Church, leave the institutions of the Synod, shall have the annual fee for tuition, as stipulated in § 12, charged against them as a debt which they shall pay to the Synod. Transcripts of credits may be withheld from such student or graduate until he has complied fully with every requirement of the Synod regarding tuition to be paid. All doubtful cases are to be decided by the local Faculty and Board of Control.
16 (1874), 52. 34 (1929), 63 f.

13. All students who have a singing voice shall be

obliged to take the vocal instructions given at the institutions of the Synod. The special arrangements as to such instructions shall be made by the local boards, whose duty, moreover, it shall be to see to it that the right use of the voice in speaking and singing be learned by the students.

20 (1887), 41. 22 (1893), 7

14. Every student entering our institutions is required to submit to the President a doctor's certificate of health together with his application. Furthermore, all students should submit to a physical examination by the college physician at least once a year and also upon graduation.

33 (1936), 62. 36 (1935), 44

15. The respective Boards of Control shall provide for physical training for all students under qualified leadership and instruction; funds for this training are to be obtained through donations from individuals and organizations and, if necessary, from student fees.

36 (1935), 44

B. FOR THE THEOLOGICAL AND TEACHERS' SEMINARIES

1. The Faculties of the theological seminaries and the normal schools shall consider applications from congregations for temporary supply work by students of their respective institutions only when such applications have been approved by the President of the respective District.

2. During the course of the school year students shall be granted a leave of absence for temporary supply work only in cases of very extreme necessity. The final decision as to this matter shall be made by the Faculty, which shall also designate the student who shall serve as a supply.

18 (1881), 80. 23 (1896), 53. 29 (1914), 71

3 a. Eligible candidates are such as have completed their studies, have received their diploma from their respective institution, have declared their readiness to enter office, and have therefore been enrolled in the official lists of available candidates.

b. Such graduates as desire to continue their studies after completion of the course in our institutions or for

other reasons are not ready to enter office shall be regarded as candidates only when their respective faculties have enrolled their names in the official lists of available candidates.

c. Before the faculties enroll the names of such available candidates in the official lists, they shall be held to ascertain through a personal interview with the candidates or by satisfactory testimonials that said candidates are still qualified for service in the Church.

d. Ordinarily such candidates shall be placed in nomination at the regular meeting of the Board of Distribution; in exceptional cases the candidates shall during the interval be characterized and recommended for a call to the District Presidents by means of a circular letter. 34 (1929), 56

4. Candidates who go to other schools after graduation are required to obtain a testimonial from the pastor whose church they attended while pursuing advanced studies with respect to their church attendance and assistance in church work and to forward the testimonial to the President of the respective institution from which they graduated. 36 (1935), 44

5. The factors deciding the adequacy of supply and demand shall be not only the number of calls to be supplied by the Committee on Distribution of Calls, but also the capacity of the institution. 35 (1932), 82

6 a. The Seminary at St. Louis and the teachers' seminaries shall institute summer schools under the direction of the respective Faculties.

b. Pastoral institutes and summer conferences are encouraged to seek guidance for their work from the theological Faculty at St. Louis. 36 (1935), 44

7. The Faculties of the theological seminaries and the teachers' seminaries shall be represented on the Board of Christian Education; each Faculty shall elect one of its members to serve for a period of three years. These Faculty representatives shall be advisory members and shall attend the meetings of the Board of Christian Education at least twice a year.

36 (1935), 101, 4

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8. A two-hour semester course in church music and hymnology shall be given at our seminaries, and the objectives noted in the Survey Report (1932) shall be accepted, with the suggestion that soberness in the observance and application of symbolism in connection with hymnology and liturgics be recommended as an objective in the course. 35 (1932), 82

C. FOR THE SEMINARY AT ST. LOUIS

1. The control of Station KFUE shall be in the hands of the Board of Control of Concordia Seminary, St. Louis. 33 (1926), 240

2. The Faculty of the Seminary shall require definite scholastic and theological standards as entrance requirement for the graduate school at the Seminary. 36 (1935), 45

3 a. The Seminary at St. Louis shall institute a summer school under the direction of the Faculty.

b. Pastoral institutes and summer conferences are encouraged to seek guidance for their work from the theological Faculty in St. Louis. 36 (1935), 44

4. The Faculty of Concordia Seminary shall arrange for a course of at least twenty lessons in the elementary sign language and the work among the deaf and shall encourage students to take advantage of this course. 36 (1935), 157

5. All students of Concordia Seminary shall do supply work as vicars after the second year at the Seminary. 35 (1932), 32

D. FOR THE SEMINARY AT SPRINGFIELD

1. The enrollment shall be restricted to students from special groups, such as foreign tongue, Finnish, Slovak, etc., advanced age, and such as have limited aptitude for ancient languages.

2. The minimum entrance age for 1945 shall be eighteen years, for 1946 nineteen years and thereafter twenty years. Such age limitations, however, shall not affect existing agreements with sister synods.

3. Students from other institutions of Synod shall be enrolled only if the Faculty of the respective institution recommends it.

23 (1896), 53. 35 (1932), 84. 39 (1944), 480

E. FOR THE TEACHERS' SEMINARIES

1. Students who without good reason have left a normal school or who were suspended or expelled shall be permitted to be called to a school of a congregation holding membership in the Synod only if the Faculty of the respective normal school has given its permission. In some cases it will be necessary for such a student to return to the normal school; in all cases, however, the permission of the Faculty must be obtained before such a student may be called as a teacher. If a congregation acts contrary to these resolutions of the Synod, it shall be earnestly reminded of the resolutions and even then, with respect to that teacher who is not legitimately in office, be held to comply with the resolutions passed by the respective Faculty. If a congregation refuses to do so, the officers of the Synod shall take the matter in hand. These resolutions of the Synod shall also apply to students who have without good reason left any other institution of the Synod or who have been expelled from it, but who later were called as teachers in the Synod. Even a temporary employment of such students as have been expelled from any institution of the Synod is not permitted. Since, however, no general rule, covering all cases, can be made, each case must be individually considered.

17 (1878), 25. 22 (1893), 63

2. The teachers' seminaries shall institute summer schools under the direction of the respective Faculties.

36 (1935), 44

3. Students at our teachers' seminaries shall be held to do supply work, subject to the decision of the Faculties.

34 (1929), 62

4. The quota of women students at our teachers' colleges shall be regulated by the College of Presidents as it finds it necessary or desirable.

33 (1926), 77. 38 (1941), 50

F. FOR THE COLLEGE AT EDMONTON

The College at Edmonton shall be permitted to enroll girls for the purpose of educating them as teachers for our parish schools; but the number of female students must not exceed twenty per cent of the total enrollment.

33 (1926), 77

G. FOR NEW EDUCATIONAL INSTITUTIONS

New institutions shall be established by a District of the Synod only if the Synod itself or the President and the Board of Directors of the Synod have so advised.

23 (1896), 74

B. Student Service Commission

1. A Student Service Commission, consisting of two pastors and one layman, shall be elected by the Synod in the manner prescribed by the election rules.

2. This Commission is to look after the spiritual care of our students at nonsynodical institutions of learning.

3. It is to co-operate with the Districts to make provision for the students at such institutions within the territory of each through the Home Mission boards or otherwise, the Student Service Commission acting in an advisory capacity to the District boards.

4. All members of the Synod are asked to co-operate with the Commission in obtaining the names of our Lutheran students and the schools in which they have enrolled.

5. The Commission shall use its influence to the end that all students under its care may be led to make the best possible use of their talents or training in the interest of the work of the Church.

6. The Commission is authorized to call a full-time secretary, with the advice and consent of the Board of Directors, to work under the general supervision and guidance of the Student Service Commission according to regulations prepared by the Commission and approved by the Board of Directors.

33 (1926), 206—208. 35 (1932), 124, 125.
37 (1938), 131.

C. Young People's Work

I. Declarations

1. *Defects.* — It is to be feared that in our circles too little attention has been given to the work among the confirmed youth and that, even where this has been done, such work has not been done systematically and energetically, with a definite object in view. As a result, young people's societies have often been short-lived, or, instead of promoting systematic Bible study among young Christian people and awakening an active interest in the work of the Church, these societies have merely served the purpose of furnishing entertainment and other pastime.

2. *Raising the Standard.* — For the purpose of raising the standard of the work among the young people it is recommended that such helps as may be needed, especially for Bible study, be furnished.

3. *Dangers.* — We desire to call attention to the following dangers, to wit: that in young people's societies too much prominence will be given to mere entertainment features, while too little attention is paid to the study of the specific history and the work of the Church; that a worldly spirit will manifest itself when entertainments are given; and that at times there will be a lack of co-operation between the pastor and his young people.

4. *Limitations.* — Young people's societies and young people's leagues shall not arbitrarily do such work as properly ought to be done by the congregation or the Synod. If our young people are properly encouraged and guided, they will not only gladly serve, but they may also become a great working force in the Church. It should, however, be kept in mind that young people must not assume to exercise control in the Church, but rather only assist the Church in its work.

II. Guiding Principles

1. That the Bible be studied more by our young people. We urge therefore that every young people's society be a Bible society.

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2. That particular stress be laid upon educational work among our young people in order that in the future our Church may have well-informed and intelligent workers.

3. That the congregations provide libraries for our young people, selecting books recommended by our Concordia Publishing House. In this way the reading of our young people will receive the proper supervision.

4. That the young people's societies of our Districts be advised to affiliate with the Walther League, since the things mentioned are fostered most effectively by the Walther League.

5. That the congregations having no young people's societies be advised to organize their young people.

6. That congregations organizing their young people co-operate with the Walther League.

32 (1923), 159—161

III. For the Board for Young People's Work

1. The Board for Young People's Work shall consist of five persons, two pastors, two teachers, and one layman. All these members shall live in the same city or in near-by towns. This Board shall be elected by the Synod in accordance with its rules and regulations for elections.

2. This Board shall especially be a bureau of information where members of the Synod can get advice and information with reference to establishing and conducting young people's societies and doing so-called young people's work in general.

3. This Board shall keep itself informed as to all the activities of the Walther League and occasionally report on these in the official church papers of the Synod.

31 (1920), 158, 159. 32 (1923), 159

NOTE.—The Synod suggests to the Districts the creation of a similar board to control and direct the activities of young people's work within their respective confines.

34 (1929), 195

4. There shall be mutual co-operation between the Synod's official Board for Young People's Work and

representatives of the Walther League. This is to be brought about by joint meetings and exchange of the reports of the committees on the activities in the interest of young people's work.

5. All larger matters pertaining to young people's work and affecting the congregations or the Synod shall be undertaken only after the approval of the Board for Young People's Work has been obtained.

32 (1923), 161

6. In addition to work among the seniors, special attention is to be directed to the work among the young people of junior age.

7. The official organs of Synod shall frequently call attention to the importance of young people's work.

8. A course in young people's work shall be given at our theological seminaries and at the teacher's seminaries.

9. The Board for Young People's Work shall devise ways and means and make suggestions to the respective Faculties for carrying out the foregoing.

10. The Board for Young People's Work, together with the Executive Board of the Walther League, shall promote roll calls and reunion services in every congregation of the Synod and tabulate this work for the purpose of retaining and regaining our confirmed youth.

33 (1926), 268. 36 (1935), 107

D. Christian Parish Education

I. Synodical Recommendations

1. The Synod urges that the children of the congregation be educated in a Christian school.

4. S. Hdbk. (1899), 2

2. If a congregation has no teacher for its school, then the pastor, who is called to feed also the lambs of Christ, shall, to the extent of his ability, instruct the children in the Word of God. If a congregation has a teacher, then the pastor, who on the Day of Judgment will be held responsible for all that is taught in his parish, shall see to it that a complete course of instruction in the pure and unadulterated

Word of God is given in his school and that the Word of God is also properly applied as to the discipline of the school. Whether the pastor shall have the supervision over other matters of the school depends upon the regulations which the congregation has made in this respect.

4. S. Hdbk. (1899), 34

3. The fact that our congregations are in an increasing measure using the English language is no reason why the important and necessary work of the parochial school should by them be neglected. Also such congregations as use only the English language shall make adequate provision for the Christian instruction of the lambs of the flock entrusted to their care. This cannot be done sufficiently by the Sunday school. Due care shall also be exercised lest the Sunday school prove harmful to the parochial school.

4. Every congregation should have a serviceable school building, all necessary means of instruction, and a sufficient number of competent teachers.

5. Congregations owe it to their school and to their pastor who teaches the school to engage trained teachers if they are at all able to do so.

6. When building schools, congregations should not disregard modern regulations as to space, ventilation, light, and heat.

7. Congregations should earnestly strive to pay adequate salaries to their teachers.

8. Tuition should, if possible, not be charged; on the contrary, the funds for the support of the school should be taken out of the congregational treasury in order that all members of the congregation contribute toward the support of the school.

9. There ought to be uniformity as to the lesson schedule, which, of course, ought to be based on a model course of study.

10. For the sake of uniformity the school year in all schools should open after the summer vacation.

11. For the sake of uniformity the same books of instruction ought to be used in all schools.

12. All congregations should seek to establish an eight-grade school.

13. Every District ought to make provision for a regular and systematic inspection of its schools.

30 (1917), 49, 50

14. Since the love of many congregations, and of many pastors and teachers, for the parochial school has grown somewhat cold, and since many are satisfied to have only catechetical instructions preparatory to confirmation, a Sunday school, and the like, the Synod passed the following resolutions:

a. The Faculties of our theological seminaries shall not only give their students such a training as will enable them to teach an eight-grade grammar school, but also urge them to open a parochial school in their charges as soon as possible and, if necessary, to be the teachers in such schools.

b. Congregations and pastors, upon being received into membership of the Synod, shall be asked to open parochial schools as soon as possible and to teach in such schools.

c. In accordance with the regulations for Visitors the District Presidents and the Visitors shall exercise supervision over the schools and make inquiry as to the attendance; they shall make it their business to find out whether all congregations in their Districts have schools, and if not, to inquire as to the reason, and to urge congregations to open schools as soon as possible. The District Presidents shall, in their official reports, give the number of pastors teaching school in their District, the number of months during which school is being taught, the number of children attending the parochial schools, the number of children attending the public schools, and the number of pastors not teaching school.

d. Also the District pastoral conferences shall urge their pastors to teach school if necessary.

e. Congregations calling a pastor shall be advised to state in the diploma of vocation that the pastor-elect is required to open a school as soon as possible

and, though the number of children attending may be very small, nevertheless to teach as many days as are being taught in the public school.

f. The school boards and the mission boards of the Districts shall be encouraged to give assistance to such congregations as are willing, but not able, to open schools.

g. The pastors shall report for publication in the *Statistical Yearbook* the number of months during which they teach school, the number of children attending the parochial school, and the number of children attending the public school.

h. All officers and members of the Synod shall be asked diligently and zealously to renew their efforts with respect to establishing and maintaining parochial schools in all congregations, irrespective of the language used. The sublime purpose of maintaining parochial schools, as well as the benefits accruing from them, shall unceasingly be impressed upon the hearts and minds of students at the theological seminaries and at the normal schools, and such students are to be carefully trained for the work in the parochial school and encouraged to undertake it.

32 (1923), 154, 155

i. The Synod expresses the sincere desire that in all schools of its congregations, as far as this can be done, only such books be used as are published by the Synod itself. 20 (1887), 54. 21 (1890), 63

15. The Synod is earnestly concerned about having all the functions of the office of the ministry properly discharged and especially the cure of souls in all its branches evangelically administered. It is therefore bent on seeing to it that catechumens are given a thorough instruction, special attention to be paid to the false teachings of the principal sects, and that the confirmed youth is catechized every Sunday.

4. S. Hdbk. (1899), 5

16. The Synod expresses its sincere appreciation to the many pastors who, in addition to their other duties, have faithfully taught school for so many

years; and it encourages all pastors to continue to establish and teach such schools wherever possible.

17. Congregations are urged to call a teacher for their schools at the earliest possible moment, since in many cases it is hardly to be justified that both preaching and teaching be expected of one person for a long period and since such an arrangement, in many cases, may not serve the best interests of the congregation.

18. Mission boards are encouraged to assist congregations financially in establishing and maintaining Christian day schools and in calling teachers.

19. Whenever Christian day schools are found, the congregations, pastors, teachers, and officers of the congregations are encouraged zealously and faithfully, throughout the year, to endeavor to bring ever more children under the influence of the Christian training afforded by a Christian day school.

20. Constantly many pious and gifted boys shall be encouraged to enter our teachers' colleges in order that a sufficient number of teachers may at all times be available.

21. All professors in our higher institutions of learning shall instill into their students a spirit of sacrifice and a spirit of love for the Christian day school.

22. The congregations are encouraged to pay their teachers a salary sufficiently large to enable them to live without financial worries, to devote their entire time to the work of training the youth, and to continue their education by attending conferences and summer school courses.

23. Teachers are encouraged to continue to study privately and attend conferences, so that they will become ever more efficient in their work, especially also in the work of teaching religion and giving their pupils a Christian training.

24. The Synod expresses its appreciation of the fact that teachers are not resigning in alarming numbers, as was here and there erroneously assumed, and

it encourages them steadfastly and faithfully to continue in the performance of their work.

33 (1926), 81

25. The Synod urges that in all circles of the Synod earnest efforts be made to conduct Sunday schools in conformity with Lutheran principles.

26. It urges that all Sunday schools use Synod's Sunday school literature.

27. It urges that those who have suggestions to make for improving our Sunday school literature be asked to present them to the proper board and not place their own material on the market.

28. All congregations, pastors, and teachers are urged to be mindful of their duty of properly training and supervising their Sunday school teachers, as they are teachers of religion, so that the aim of the work of these teachers be ever better accomplished and false doctrine and error be not promulgated by any teacher.

29. The Synod urges that all Sunday school associations and institutes in Synod be supervised and directed by the respective Districts or District.

33 (1926), 84. 34 (1929), 73

II. The Board for Parish Education

1. The Board for Parish Education shall consist of nine members: three pastors, three teachers, and three laymen, all living within the same area. The representatives of the Faculties of the theological and teachers' seminaries shall serve in an advisory capacity.

2. The Board for Parish Education shall supervise and direct all the educational activities of the Synod, such as the day school, the Sunday school, the Saturday school, the summer school, the vacation Bible school, and the weekday religious school.

3. The Board shall elect from a list of candidates nominated by our congregations an executive secretary, whose field of activities, under instruction of the Board, shall be our entire work of parish education.

34 (1929), 70. 35 (1932), 103.

36 (1935), 101. 39 (1944), 136.

A. Missions in North America

1. For the Board for Home Mission Work in North America

1. The Board for Home Mission Work in North America shall consist of five members, three pastors and two laymen, who shall elect a chairman and a secretary from the members of the Board.

2. No members shall be elected to this Board who are already members of a District mission board or who are members of a District which itself has a large mission territory. The members of this Board shall live as close to one another as possible.

3. The Board shall always keep in close touch with the District mission boards, carefully tabulate the statistics of the mission work of the Synod in all its Districts, and to this end request that the District boards annually send a detailed report of their missions and missionaries. The Board shall by careful investigation keep itself informed as to the mission work done by the Districts and advise the District boards.

4. The various Districts of the Synod conduct the mission work in their own District and use the moneys which are collected in the District as they may be needed for the mission work of the District; but they shall, upon request of the Board for Home Mission Work in North America, annually contribute a certain quota of their moneys for the Home Mission work in North America, which quota shall be added to the budget and regularly be sent to the Treasurer of the Synod.

5. The Board shall be empowered to ask for special collections for Home Mission work in North America.

6 a. Any District board which is in need of assistance shall quarterly apply to the Board for Home Mission Work in North America for the subsidy which it needs for its District.

b. The annual subsidy for Home Missions from the Home Mission Treasury for subsidized Districts for each triennium shall be fixed by the Board of Directors upon the basis of detailed information made available

by the Board for Home Missions and the Secretary of Missions.

c. The mission boards of subsidized Districts shall be required to report on a submitted questionnaire to the Board for Home Missions twice a year (before the last day of April and before the last day of August) regarding the number and the salaries of their missionaries, their receipts and disbursements for both home and synodical purposes, and their prospective fields of labor.

d. Every monthly requisition of subsidized Districts for an allowance of subsidy shall be accompanied by the Treasurer's financial statement of the previous month.

e. The duties of the Auditor shall be extended to include a perennial examination of the books and records of all subsidized Districts, as far as they are related to the subsidies received from Synod.

7. The Board shall either appear personally in behalf of its work at the meetings of the various Districts or be represented.

8. The representatives of the District boards for Home Mission Work and of the Church Extension Board shall, at the time when the Delegate Synod meets and also in the two intervening years, have a joint meeting with the Board for Home Mission Work in North America for the purpose of discussing the work of missions in all its various phases and of co-operating in this work. The meeting, which is held during the convention of Synod, shall be held at a time when the committee appointed to review the work of missions can be present.

9. The Board shall occasionally give a general report in the official papers of the Synod on the entire work of Home Missions as well as regarding the needs of the various Districts.

10. The Board has the right to supply tracts, sermons, and sample copies of periodicals gratis to itinerant pastors and missionaries.

17 (1878), 53, 54. 19 (1884), 65. 21 (1890), 65.
22 (1893), 82. 29 (1914), 73, 74. 30 (1917), 53.
31 (1920), 102. 34 (1929), 166. 35 (1932), 111, 118.

II. The Secretary of Missions

1. The Secretary of Missions shall be appointed by the President of Synod in conjunction with the College of Presidents and shall be answerable to the President of Synod.

2. The Secretary of Missions shall be the Executive Secretary (without vote) of the Board for Home Missions in North America and of the Board for Missions in South America.

3. The Secretary of Missions shall serve as an advisory member on the Board for Missions in Europe, on the Board for Foreign Missions, on the Board for Missions to the Deaf and Blind, and on the Church Extension Board.

4. All District church-extension and mission boards shall be urged to avail themselves of the services of his office and give information and render co-operation whenever necessary.

5. The Mission Board of the Synodical Conference shall be invited to make use of this office as it has done in the past. 36 (1935), 123, 124. 39 (1944), 176

B. Missions in South America

1. The Board for Missions in South America consists of five members, three pastors and two laymen, who shall be elected by the Synod in accordance with its rules and regulations for elections.

2. This Board shall promote, and care for the needs of, the church work of the Synod in South America.

3. The local board of the institution at Porto Alegre, Brazil, shall regularly report to this Board. In conjunction with that local board this Board shall elect the instructors of said institutions.

4. The congregations in South America shall themselves, as is both their right and their duty, decide upon the salaries to be paid to their ministers and teachers. Such congregations as are not able to pay the full salary of their pastor may be given a subsidy; but these congregations shall make application for such moneys as, in spite of a sincere effort on their part,

they cannot pay. In such cases the Board for Missions in South America shall, together with the brethren in South America, decide upon a standard salary, specifying the minimum and the maximum amount to be paid. The same salary shall also be paid to the missionaries who are subsidized by the Synod. In special cases the Board shall use its own discretion in arriving at a decision.

5. The Board shall, in the name of the Synod, elect a representative for each District, which representatives shall, at the meetings of their Districts and at other times, espouse the cause of the Synod's mission work in South America.

27 (1906), 78. 28 (1911), 116, 121. 32 (1923), 106, 107. 34 (1929), 85.

C. Missions in Europe

1. The Board for Missions in Europe shall consist of five persons, three pastors and two laymen, who shall be elected by the Synod in accordance with its rules and regulations for elections.

2. This Board shall promote, and care for the needs of, all church work which the Synod itself or other bodies connected with it are doing in Europe.

32 (1923), 106, 107

D. Missions to the Deaf and the Blind

1. The Board for Missions to the Deaf and the Blind shall consist of five persons, three pastors and two laymen, who shall be elected by the Synod in accordance with its rules and regulations for elections.

2. This Board shall have the care and the supervision of all the work among deaf-mutes and therefore also call such missionaries as may be needed for this work.

3 a. The Board of Missions to the Deaf and the Blind shall be in charge of the publications for the blind.

b. All publications issued by, and in the interest of, the deaf and the blind shall be subject to the same censorship as all our publications.

23 (1896), 96. 35 (1932), 113

E. Foreign Missions

1. For the conduct and supervision of our Foreign Mission work there shall be elected a board consisting of eleven members, of which the majority shall be of the clergy. If possible, a former well-trying, well-qualified missionary of each field (India and China) shall be elected to membership of the Board for Foreign Missions. The Board shall be elected by the Synod in accordance with the rules and regulations of the Synod for elections. The Board shall be empowered to fill any vacancy which may occur, subject to the approval of the President of the Synod.

2. The Board shall elect its officers and shall meet monthly and otherwise as often as may seem necessary. It shall appoint committees from its own membership, one committee for missions in China, another for missions in India, and such others as may be deemed necessary. It shall draft the necessary regulations for these committees.

3. The committees shall transact all routine business in their respective departments. Extraordinary matters and such as are of great importance, also the determination of general policies and practices, everything pertaining to the sending out of missionaries, regarding the territory in which they are to work, and the like, shall be decided by the Board.

4. The Board shall, with the approval of the President of the Synod, elect an Executive Secretary, who shall devote his entire time to the work of missions, explore all candidates and prospects for Foreign Mission work, and carry out the resolutions of the Board. The Board shall also, after due consultation with the Executive Secretary, call, recall, and dismiss missionaries.

5. The Executive Secretary shall attend all meetings of the Board as well as of the committees. Periodically he shall send information and reports to all District representatives and the Presidents of all participating synods.

6. In the time intervening between the two meetings of the Synod, the Board may, if it is apparent that

God is calling us to a new field, also begin work in some other foreign territory (besides China and India), provided that the President of the Synod, the Board of Directors, and the Presidents of the Districts give their consent.

7. The Board for Foreign Missions, in conjunction with the Board of Directors and the Faculty of the St. Louis Seminary, is to make necessary provisions for a more specific preliminary training of all foreign missionaries.

8. The Board is authorized to make provisions, if expedient, for the training of brides of future missionaries and women workers in our Foreign Missions.

9. The Board, together with the President of the Synod shall also, as soon as practicable, elect and call resident directors of missions for our Foreign Mission fields in China and India as well as in other countries that may be added.

10. The Board shall appoint representatives from the clergy for each synodical District, whose business it shall be to keep themselves informed on our Foreign Mission work and to report on this work at District conventions and conferences.

11. The Board for Foreign Missions shall take under advisement cases in which the children of foreign missionaries need support to help them prepare for service in the Church. In such cases the Board shall apply to the District in which the missionary has been received into Synod.

34 (1929), 38, 106. 36 (1935), 87, 208, 209

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PART FOUR

Finances

- A. Board of Directors.
- B. Fiscal Conference.
- C. Appropriations.
- D. Investment Committee.
- E. Board of Auditors.
- F. Officers:
 - I. Treasurer.
 - II. Financial Secretary.
 - III. Director of Publicity.
- G. Church Extension.
- H. Support:
 - I. Board of Support.
 - II. Annuity Fund.
 - III. Lutheran Laymen's League Endowment Fund.
 - IV. Pension.
- I. Synodical Budget.
- J. Charity.
- K. Relief.
- L. Annuity Gifts.
- M. Detroit Resolutions on Participation of Congregations.

**A. The Board of Directors
as Successors to Legacy Board**

(See Constitution and By-Laws; Const., § 11, F.)

1. The Board of Directors shall have charge of the administration of all legacies which have been bequeathed or in future will be bequeathed to the Synod as such, provided that no other provision for their administration has been made or will be made.

2. The Board of Directors shall be governed by the following instructions:

a. It shall keep on file a correct list of all legacies which directly or indirectly have been bequeathed, or in future will be bequeathed, to the Synod.

b. In such list of legacies there should be recorded the name of the testator, the amount of money or the real estate (including description) bequeathed, the stipulations of the legacy, if such have been made by the testator or the Synod, and the name of the executor, or executors who, according to the will of the testator, are to administer the respective legacy for the Synod or for its Board.

c. All legacies bequeathed directly to the Synod in which no provision for an executor has been made shall be administered by the Board of Directors, either directly or through an authorized agent, and in such a manner that the specified purposes of the testator or of the Synod or of the Board shall in the best manner possible be realized.

d. All legal proceedings for the proper administration of a legacy shall, as well as this can be done, be conscientiously conducted by the Board.

e. All questions involving a moral issue as to the investment or the beneficiary of a legacy shall be conscientiously decided by the Board.

f. The Board shall require all persons or boards that have been designated by a testator to administer a legacy for the benefit of the Synod to render an annual report.

g. All legacies shall be placed under the management and supervision of the General Body.

h. The Synod expects that all other members of the Synod who may be called upon to act in the matter of legacies shall, whenever a new legacy has been bequeathed to the Synod, report this fact as soon as possible to the Board of Directors and send to the board a correct copy of such portion of the will as bequeaths any money or property to the Synod.

i. The Board of Directors shall at every session of the Synod render a report and a financial statement regarding all legacies which it administers and also respecting such legacies concerning which executors have reported to them.

j. The Board of Directors shall elect one of its members as Legacy Officer, accountable to the Board.

k. All former instructions which may conflict with any of these instructions shall herewith be repealed.

l. If any one desires to make a bequest to a certain District or to a congregation of the Synod, then the name of the Synod, in the forms given, should be changed to the name of the respective District or congregation, e. g.: The Michigan District of the Evangelical Lutheran Synod of Missouri, Ohio, and Other States, limited to Michigan, or: Holy Cross Evangelical Lutheran Church of St. Louis, Mo.

Legal Forms for Bequests to Synod

NOTE. — By changing the name of the beneficiary these forms may be used for bequests to a District of Synod, to any one of its institutions, or to a congregation. Forms 1, 3, and 4 are for bequests of a sum of money, forms 2 and 5 for bequests of real estate.

1. I give and bequeath to the Evangelical Lutheran Synod of Missouri, Ohio, and Other States (a Missouri corporation), and to its assigns, the sum of — — Dollars (— —).

2. I give and devise to the Evangelical Lutheran Synod of Missouri, Ohio, and Other States (a Missouri

corporation), and to its assigns, forever, the following property, to wit: (here name and specify property to be transferred to Synod).

3. I give and bequeath to the Evangelical Lutheran Synod of Missouri, Ohio, and Other States (a Missouri corporation), and to its assigns, the sum of — — Dollars (\$— —), to be disbursed for the benefit of (here name object), or for some other purpose to be determined by said Synod.

4. I give and bequeath to the Evangelical Lutheran Synod of Missouri, Ohio, and Other States (a Missouri corporation), and to its assigns, the sum of — — Dollars (\$— —), to be invested, and the proceeds of such investment to be disbursed, for the benefit of (here name object), or for some other purpose or purposes determined by said Synod.

5. I give, bequeath, and devise to the Evangelical Lutheran Synod of Missouri, Ohio, and Other States (a Missouri corporation), and to its assigns, forever, the following property, to wit: (here name and specify property to be conveyed to Synod), such property to be disposed of by said Synod, or in any manner utilized, for (here name object), or for some other use determined by said Synod.

23 (1896), 119, 120. 24 (1899), 118. 30 (1917), 138.
31 (1920), 251. 32 (1923), 209.

B. Fiscal Conference

1. A meeting of the fiscal officers of the Districts, each District to be represented by its President and one of its financial officers, shall be held annually for the purpose of deciding with the Board of Directors upon the annual budget, reviewing and discussing the financial situation of Synod, and making such recommendations to the various Districts as will help them to solve their financial problem.

33 (1926), 300, 310, 311

C. Appropriations

1. On all resolutions of the Synod involving, or pertaining to, appropriations for moneys, a two-thirds majority of all the votes cast shall be necessary to pass such a resolution. The vote shall be a rising vote.

2 a. Appropriations made, or to be made, by any Delegate convention of the Synod shall not become effective prior to the fiscal year next following the sessions of the Delegate Synod making such appropriations.

b. However, nothing contained in this resolution shall be so construed as to affect any appropriations for which the necessary funds are available or for which specific and adequate means of financing have been provided.

33 (1926), 302. 34 (1929), 177, 182. 35 (1932), 236.
36 (1935), 290.

D. Board of Trustees of Synod's Trust Funds

1. A Board of Trustees of Synod's Trust Funds shall be created by the Board of Directors of Synod.

2. This Board of Trustees shall be charged with the duty and responsibility of holding in trust, managing, and conserving all legacies, bequests, endowments, foundations, annuity gifts, and all other trust funds of Synod. To this end it shall be authorized and empowered to buy, sell, invest in, and reinvest in securities in accord with rules to be adopted under Paragraph 6 of the regulations.

3. The Board of Trustees of Trust Funds shall consist of seven (7) members of Synod: the President or one of the Vice-Presidents of Synod, the Treasurer of Synod, and five (5) members to be chosen from the laity of Synod.

a. The President or one of the Vice-Presidents of Synod shall be appointed by Synod's Board of Directors. He shall hold membership on this Board of Trustees for three years or until his successor shall have been appointed and shall have accepted.

b. The Treasurer of Synod shall be *ex officio* a member of the said Board of Trustees.

c. The other five (5) members of the said Board of Trustees shall be appointed by Synod's Board of Directors from the laity of Synod. One member shall be appointed for a term of one (1) year, two shall be appointed for a term of two (2) years, and two shall be appointed for a term of three (3) years. Thereafter successors shall be appointed annually for terms of three (3) years. But no member of this Board provided for in this Paragraph (c) shall be appointed to succeed himself more than once.

d. Vacancies occurring in this Board of Trustees shall be filled by the Board of Directors of Synod.

4. The Board of Trustees of Synod's Trust Funds shall organize by choosing its own chairman and secretary.

5. This Board shall be privileged to appoint such executive committees from its own membership as it may find necessary for the efficient, punctual performance of its duties; but the said Board shall always be responsible to Synod's Board of Directors for the acts of such committees as well as for its own acts.

6. This Board shall draft its own rules (respectively, amendments thereto) to govern its actions within the scope defined in Paragraph 2 above. However, such rules or amendments shall not become effective or operative until or unless they have been approved by Synod's Board of Directors.

E. The Auditor

1. The Board of Directors shall employ a competent, well-qualified communicant member of a congregation of Synod as Auditor and fix his salary, which shall be paid out of the Synodical Treasury. The Auditor, under the direction of the Board of Directors shall audit all departments of Synod and examine the books and records of all subsidized Districts, as far as they are related to the subsidies received from the Synod. He shall perform such other duties as may be assigned to him by the Board of Directors.

2. The Auditor shall have the privilege of auditing, or causing an audit to be made, of any department of the Synod at any time, independently of the audit hereinbefore provided.

3. The Auditor shall make a comprehensive report on all audits to the Board of Directors of Synod.

4. Treasurers of boards and commissions of the Synod shall be bonded, the amount of the bond to be fixed and the premium to be paid, by the respective board or commission and the bond to be filed with the Synod's Board of Directors.

33 (1926), 205, 295—297. 34 (1929), 166.
38 (1941), 268, 275.

F. Financial Officers

I. The Treasurer

(See Constitution and By-Laws; Const., § 11, E.)

1 a. A surplus in any treasury of the Synod shall always remain in the hands of the Treasurer of the Synod in order that such surplus may be used for the benefit of the Synod at large, especially to cover a deficit in any other treasury.

b. All surplus funds in the hands of the Synod's officers and employees who by virtue of their office act as custodians or trustees of such funds shall be made available to the Treasurer of Synod. This means that, while the funds for which the money was given retain the credit, the Synod can use the cash to offset the deficit in other treasuries until the money is needed by the respective treasuries.

2. The Treasurer shall publish monthly in the *Witness* and the *Lutheraner* the accumulated amount of remittances from each District Treasurer.

3. The Treasurer is to receive and disburse the Synod's funds and to keep accurate accounts of such receipts and disbursements under the general and special instructions of the Board of Directors.

4. The Treasurer is to be placed under adequate fidelity bond to the Board of Directors, the size of this

bond and the bonding company to be determined from time to time by the Board.

5. All funds received for all purposes shall be acknowledged directly to the remitters on blanks approved by the Board and also by printed acknowledgment in the *Lutheraner* and the *Lutheran Witness*. The Treasurer shall keep all current funds in his care on deposit in such bank or banks as have been designated or approved by the Board of Directors.

6. All disbursements shall be made on the basis of disbursement vouchers, as per forms approved by the Board, such vouchers to be signed and countersigned by officers of the Board of Directors or by accredited officers of general or special boards recognized by the Board of Directors. In cases of emergency the Treasurer may, upon his own responsibility, make disbursements on a voucher not countersigned; but the Board of Directors will hold him accountable for such exceptions.

7. The Treasurer's bookkeeping system shall at all times reflect the amounts, the sources, and the distribution of receipts, the amounts, the payees, and the authentication of disbursements, and shall either automatically group and classify both functions of all treasuries or shall be capable of ready classification and grouping.

8. The Treasurer shall rent adequate and proper boxes of safe deposit and keep therein all bonds and other securities and valuable papers, which should thus be guarded against theft and loss. Such boxes shall be rented under approval of the Board in the name of the Synod, under a contract which will, in case of death or removal from office of the Treasurer, automatically transfer to the Synod the possession of such box without legal proceeding or delay. When using these boxes for any purpose whatsoever, the Treasurer shall always be accompanied by one or more members of a Fiduciary Committee of three men elected by the Synod or appointed by the Board of Directors; such Fiduciary Committee, however, not to have a key to

the box and not to have access to the box except when accompanying the Treasurer.

9. The Treasurer shall exercise due business judgment in keeping temporarily idle funds of the Synod safely and profitably invested, such investments to be made under authorization of the Board of Directors.

10. The Treasurer shall be under obligation to exercise due diligence in collecting all revenues accruing to the Synod from all sources and is authorized to employ such agencies as may appear necessary for this purpose.

11. The Treasurer shall make a general report to the Board of Directors at every regular meeting of such Board and shall keep the Board advised at all times of any unusual developments in the finances of the Synod.

12. The Treasurer, as Legacy Officer, shall keep all legacies carefully and properly invested in accordance with the wishes of the testators or donors, and he shall make a report of such legacies triennially to the Synod and annually to the Board of Directors.

13. Whenever the terms under which trust funds of the Synod were obtained do not prevent this, all permanent trust funds of the Synod and of all departments of the Synod, of whatever nature, shall be held in trust by the Synod's Treasurer until or unless the Synod itself shall provide otherwise.

14. The Treasurer shall distribute the budget receipts at the end of the fiscal year in such a proportion that the approved budget requirements be fully met.

15. All profits, proceeds, or dividends paid to the Synod by Concordia Publishing House shall be credited to the Budget Treasury.

(Rules and Regulations of the Board of Directors, pp. 43—49.)

30 (1917), 134. 33 (1926), 303. 34 (1929), 169, 175, 176. 35 (1932), 239, 206.

II. The Financial Secretary

(See By-Laws; Const., § 11, F, 6, 7.)

1. The Board of Directors shall employ a competent and well-qualified man of the clergy or laity as Finan-

cial Secretary, whose salary shall be fixed by the Board of Directors. Such employee must be a communicant member of a congregation of our Synod. It shall be his duty to prepare the Financial Budget each year for the action of the Board of Directors under whose direction, supervision, and approval his work is to be performed at all times.

31 (1920), 209, 210

III. The Department of Publicity and Missionary Education

1. The Board of Directors shall employ a Director of Publicity and Missionary Education, who shall give his full time and attention to the Synod's financial affairs. He shall have supervision over all publicity for the promotion of interest in, and support of, the mission activities and other activities of the Synod and such other publicity as may be delegated to him in the course of time.

2. This department shall be encouraged and authorized to develop visual education material as soon as possible and as permitted by funds allocated by the synodical Board of Directors.

3. This department shall be instructed to lay plans for the establishment of a Visual Education Department under its direction and to submit a program or survey for this Visual Education Department to the next triennial convention.

4. The Department of Publicity and Missionary Education shall be asked to compile, publish, and distribute a list of available and suitable films, slide lectures, and photographic materials.

5. The Department of Publicity and Missionary Education shall issue material for the instruction of those who take motion pictures or who prepare visual-education material for synodical, District, or church purposes, and the Department of Publicity and Missionary Education shall act as a clearinghouse for all who need information or can offer help regarding the production of such materials.

33 (1926), 223, 310. 38 (1941), 156

G. The Church Extension Board

I. Organization

1. The General Church Extension Board, hereinafter called the Board, shall consist of six persons, two pastors, two teachers, and two laymen, who shall be elected by the Synod in accordance with its rules and regulations for elections.

2. The members of this Board shall live in such proximity of one another that they can readily meet without incurring undue expense.

3. The Board shall organize, and it shall elect its own officers.

4. The Board shall fill any vacancies that may occur during its term of office, such elections to be subject to confirmation by the President of Synod.

5. This Board shall be charged with the administration of the General Church Extension Fund, grant loans, make collections, and see that the Synod's regulations regarding this fund are carried out.

6. All moneys flowing into the General Church Extension Fund, whether repayments or additions to the capital, shall be received by the Treasurer of the Synod, and he, in turn, shall place them at the disposal of the treasurer of the Board. The Treasurer of the Synod shall make a monthly report to the treasurer of the Board.

7. The General Church Extension Fund receives its moneys by means of collections, donations, and bequests. When the Board deems it expedient, it may, through the Synod's Treasurer, under the direction of the Board of Directors, receive loans that are offered to the fund, the notes for these loans being obligations of the Synod.

II. Loans in General

1. Loans shall be granted to or for such organized missions and congregations only as are in membership with the Evangelical Lutheran Synod of Missouri, Ohio, and Other States. Loans shall, if at all possible, be made to Districts only. Loans may also be made to the mission boards of Synod.

2. Loans may be made for church and school buildings and, in exceptional cases, for parsonages and teacherages.

3. The loan or loans to or for one congregation or mission station shall not exceed \$10,000 in the aggregate without the consent of the Synod's Board of Directors.

4. Loans shall be made for a period of not more than ten years.

5. Repayments of no less than 10 per cent of the loan per annum shall be required.

6. In order to defray the expenses of the administration of the fund, an administration fee shall be charged at the rate of one per cent per annum on the unpaid balance, payable annually on the anniversary of the loan, except that for loans to Districts for new and unorganized mission projects the Districts be not expected to pay the one-per-cent administration fee, but pay whatever actual expenses are connected with the transaction.

III. Loans to Districts

1. The District shall be incorporated.

2. The printed proceedings of the District shall record the authority of its legal officers to borrow money and give the District's notes as security for the loan.

3. Each loan to a District must be made for a specific congregation or mission station.

4. The District shall give its note or notes, signed by its legal officers, as security for the loan.

5. The amounts loaned to Districts and to congregations within the Districts and also the amounts delinquent from the specific District and its congregations shall be published in the report of the Board to Synod.

6. Each District shall provide for such Church Extension Funds as it can for its own program.

34 (1929), 78—80, 182. 36 (1935), 128

IV. Building and Loan Fund

1. The General Church Extension Board shall create a Building and Loan Fund for the purpose of loaning

moneys to mission congregations which desire to finance the erection or the purchase of a parsonage in order to eliminate wasted rent payments. The following points are to be observed:

a. The moneys invested in the Building and Loan Fund shall be kept in a fund entirely separate from the General Church Extension Treasury, but are to be administered by the members of the General Church Extension Board.

b. Money shall be borrowed at a low rate of interest from members of Synod and loaned to congregations at the current rate of interest.

c. The necessary regulations to govern this phase of activity on the part of the General Church Extension Board as well as all necessary details shall be worked out by the members of the Board in consultation with their legal adviser and submitted to the Board of Directors for final approval. 35 (1932), 122

H. Support

I. The Board of Support and Pensions

1. The entire Synod as such shall consider it its duty to support professors, pastors, and teachers of the Synod who on account of age or illness can no longer serve, as well as members of families dependent upon them, or the widows or orphans of such professors, pastors, or teachers.

2. For this purpose there is to be only one synodical Board of Support and Pensions which shall replace the former District boards, with the understanding, however, that in every case where support is necessary sufficient support shall be given.

3. The Board shall consist of one pastor, one teacher, and three laymen. Their duties are as follows:

a. To examine the reports and recommendations made by the subcommittees and to decide upon applications received (in case of a dispute, the respective District itself must take action);

b. To report its decision in any individual case to the respective subcommittee;

c. To instruct its treasurer to make the necessary payments;

d. For the information of the subcommittees semi-annually to send a report to them (number of persons cared for, condition of treasury, amount of money needed, etc.);

e. To submit a detailed report of its work at the meeting of the Synod;

f. Occasionally to report in the church papers (financial report and articles).

4. Every District shall elect its own subcommittee, deciding upon the number of members and the time of service. The duties of the subcommittees shall be:

a. To investigate the application of all persons who ask for support and to report its findings and recommendations to the Board;

b. To make a detailed report on the work of the Board of Support at the meetings of the District synods.

5. As to payments of moneys, the Board shall be governed by the following regulations.

The following persons are entitled to support:

a. Professors, pastors, and teachers who on account of old age or illness have been compelled to resign their office. The following, however, shall not be entitled to any support:

aa. Whoever through illness has been compelled to resign his office, but is nevertheless able to support himself in some other way and has opportunity to do so;

bb. Whoever has sufficient means, so that he need not be supported by the Synod;

cc. Whoever for sufficient reasons has been compelled to resign or who without good reasons, of his own accord, has resigned (the decision in such cases is to be made by the Board after having consulted with the synodical officers).

b. The widows of professors, pastors, and teachers, and the children of such, provided that the latter are in need of support. The following, however, shall not be entitled to any support:

aa. A widow who has married again;

bb. A widow who has obtained employment enabling her to support herself (the decision also in this case is to be made by the Board).

6. Professors, pastors, teachers, and their widows and children, if in need of support, shall have their cases investigated by the subcommittee of that District in the territory of which they were living at the time when support became necessary, even if they later removed to another District. The Board may, however, if it deems it necessary, give the supervision of such cases over to the subcommittee of the District in which the beneficiaries reside.

7. Servants of the Church who were called and employed by eleemosynary, educational, and missionary organizations and boards within the Synod and are advisory members of a synodical District, as well as missionaries, pastors, professors, and teachers serving the Synod in home and foreign countries and their dependents or survivors shall, if necessary, receive support out of the Board of Support treasury.

8. In exceptional cases female teachers who have been incapacitated after years of faithful service and have no other means of support may be considered in the same class with pastors' and teachers' widows. Female workers in foreign fields who are in the service of our Board for Foreign Missions are entitled to support from the Support Treasury, unless they be otherwise provided for.

9. Since it is absolutely necessary that the Board of Support and Pensions, in order to function properly at all times, have an accurate list of all pastors, teachers, and professors who may lay claim to support and that such pastor, teacher, or professor as may lay claim to support maintain his connection with a synodical District, the Synod declares the list of pastors, teachers, and professors appearing in the latest proceedings of the various Districts to be the official list of the Synod's pastors, teachers, and professors for the purposes of the Board of Support and Pensions.

10. For the purpose of co-operation the Board shall occasionally meet with the representatives of the sub-committees, and this conference shall be recognized by the Synod as the Conference for Support.

23 (1896), 123. 30 (1917), 143—145. 31 (1920), 164, 165. 32 (1923), 184, 185. 33 (1926), 222, 223.

II. Pension System

NOTE.—The details of the Pension System are available in pamphlet form and may be requested from the Board of Support and Pensions.

III. The Lutheran Laymen's League Endowment Fund

1. As this fund has been collected with the promise that it is to be a *permanent* fund, known as an Endowment Fund, and that the proceeds are to be used better to care for our Veterans of the Cross, *viz.*, our incapacitated pastors, professors, teachers, and the widows and orphans of deceased pastors, professors, and teachers, the Lutheran Laymen's League is bound to turn it over to the Synod under these two unalterable conditions, *viz.*:

a. The *capital* fund may be increased, but it must never be reduced or disposed of.

b. The *proceeds*, must always be used for the care of our Veterans of the Cross in the manner adopted by the Synod for this purpose and must not be used for any other purpose.

Except for these two conditions, the Lutheran Laymen's League places this fund in the hands of Synod unconditionally and without stipulation.

35 (1932), 234

I. The Synodical Budget

1. The Synod asks all its members to remember that the business of the Synod is the business of all its congregations. The Synod asks all its pastors to speak to their congregations of the Synod's work, explain to them what a great work the Synod is doing for the advancement of the kingdom of God, and through the

Gospel encourage their congregations, by the grace of God, willingly and cheerfully to assist the Synod in its work and thus always to abound in the work of the Lord.

2. All synodical boards and commissions whose activities are included in the Synodical Budget are authorized and instructed to include in their respective budget requests to the Board of Directors *any* and *all* anticipated necessary expenses incident to the successful execution of their respective activity, except as may be otherwise provided.

3. The Board of Directors and the Fiscal Conference shall give such budget requests due and proper consideration and shall make adequate provision in the Synodical Budget for them, provided that such budget requests do not contain items inconsistent with, or contrary to, the established policies and precedents of the Synod and that the aggregate of such budget requests is not inconsistent with the financial ability of Synod, the judgment in these matters resting with the Board of Directors and the Fiscal Conference.

4. The Fiscal Conference shall be charged with the responsibility of balancing the Synod's budget as nearly as may reasonably be possible; and it shall be authorized to do any and all things that to it may appear necessary or expedient in order to accomplish this end.

5. Members of the various boards of the Synod shall not solicit moneys from churches and societies in addition to the sums allowed them in the budget, unless the Board of Directors has authorized them to do so. It is understood that, when extra gifts are given for special purposes, if such purposes are not included in the budget, such gifts shall inure to the exclusive benefit of such particular purposes.

6 a. Disbursements chargeable to the Contingent Reserve Fund may be made by the Treasurer of the Synod only upon authorization of the Board of Directors of the Synod.

b. Such disbursements can be authorized and made only to the treasuries budgeted by the Synod.

c. The Board of Directors shall be responsible to the Synod for all disbursements so authorized and paid out of the Contingent Reserve Fund.

32 (1923), 220. 33 (1926), 289, 299, 300.

36 (1935), 292.

J. Charity

1. Whenever individuals or a number of congregations in any District contemplate any special charitable undertaking, for which they intend to collect moneys in the District, beyond the confines of the respective congregations, they shall not proceed with such an undertaking until the District itself has approved it.

2. Whenever in such a case the financial assistance of the members of the Synod at large, beyond the confines of any District, is to be solicited or may even be needed, the Synod itself shall first be approached in the matter and its approval obtained before any such particular undertaking be begun.

3. But even when a District or the Synod as such has given its approval to the special charitable undertaking, such undertaking nevertheless remains a private affair; the support of such an undertaking is therefore only recommended, and the Synod does not assume any obligations.

26 (1905), 134

K. The Board for Relief

1. The Board for Relief shall consist of three members, two pastors and one layman, who shall be elected by the Synod in accordance with its rules and regulations for elections. The Board shall be authorized to fill any vacancy.

2. When special cases of need arise, on the part of either congregations or of individuals, and these needs cannot be relieved by the congregations in the neighborhood or by the respective District of the Synod, then this Board shall give assistance, either by making donations of money or by lending money without interest. Particularly in cases of calamities (floods, famines, wars, fires, earthquakes, and the like) which

may befall congregations and brethren of the household of faith in this or in foreign countries, this Board shall give assistance. It shall therefore send out requests for gifts and, in accordance with the need, distribute the moneys received.

3. To such congregations as would not, by obtaining merely a loan from the Church Extension Fund, receive the aid necessary to erect the buildings for its mission work and whose plea for support has been endorsed by the President of the respective District, this Board may give the permission to request all congregations of the Synod to help them. All moneys received for such purpose shall, after they have been sent to the respective Treasurer of the District and by him to the Treasurer of the Synod, be forwarded to the Board for Relief in order that this Board may exercise the proper control. Congregations receiving such assistance shall give an account of their expenses to this Board and erect no buildings nor buy any property unless this Board has approved such action.

4. This Board shall, if it believes such action to be necessary, together with the respective District President, be authorized to appoint subcommittees, which shall assist it in collecting and distributing moneys.

5. When more moneys are received for any special purpose than are needed, the surplus shall remain in the treasury of this Board in order that in cases of emergency prompt assistance may be given.

6. This Board shall annually have a report printed in the *Statistical Yearbook* and render a report as often as the Synod meets or the officers of the Synod ask for it.

7. All such cases of need as merit the Synod's assistance and yet do not specifically come within the scope and sphere of the operation of the Board of Support or any other board of Synod shall be referred to the Board for General Relief, and the rules and regulations for the Board for Relief shall be construed as applying to all such cases.

8 a. Each application for relief by an unemployed pastor shall be examined carefully by the Board for

Relief, and temporary aid shall be granted whenever necessary.

b. The Board for Relief shall confer with the Board of Directors to make available the necessary funds.

32 (1923), 188, 189. 35 (1932), 206, 242.
36 (1935), 285.

L. Annuity Gifts

1. Synod encourages the giving of large sums of money by means of legacies, bequests, endowments, *annuities*, and the like, for any and all purposes of the Synod and for the Synod's work as such.

2. Annuity agreements may be made with individuals (single life agreements) or with two persons (joint or survivorship agreements).

3. The annuity rate payable to annuitants on single life agreements shall be as follows:

<i>Age nearest birthday</i>	<i>Rate</i>	<i>Age nearest birthday</i>	<i>Rate</i>
50	5.0%	63	6.3%
51	5.1%	64	6.4%
52	5.2%	65	6.5%
53	5.3%	66	6.6%
54	5.4%	67	6.7%
55	5.5%	68	6.8%
56	5.6%	69	6.9%
57	5.7%	70	7.0%
58	5.8%	71	7.1%
59	5.9%	72	7.2%
60	6.0%	73	7.3%
61	6.1%	74	7.4%
62	6.2%	75	7.5%

etc.

4. The annuity rate payable to annuitants on joint or survivorship agreements shall be the same as above, but the age of the younger of the two annuitants shall govern the rate.

5. The annuity funds shall be held in trust by the Treasurer of the Synod.

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6. These funds shall be profitably invested in accordance with the prevailing rules of the Synod governing invested funds.

7. The earnings of such annuity funds shall be credited annually pro rata to the annuity-agreement accounts.

8. At the termination of an annuity agreement, *i. e.*, at the death of the annuitant — respectively, the surviving annuitant — the residuum shall be used in accordance with the stipulations of the respective annuity agreement. 33 (1926), 294. 34 (1929), 143, 144

A. Concordia Publishing House

I. The Board of Directors

1. The Board of Directors of Concordia Publishing House shall consist of seven members, two of whom shall be members of the teaching profession and the other five practical business men. These members shall serve for a term of six years, with this understanding, however, that after three years the term of office of three members and after another period of three years the term of office of the four other members shall expire. The Treasurer of the Synod shall also be a member of the Board of Directors.

2. The Board shall in the name of the Synod, to which it shall in all things be responsible and accountable, and solely for its benefit, have charge of, and supervise, the synodical printing plant and bookbindery and all that belongs thereunto, as also its book and periodical business. The Board shall also decide upon the salaries to be paid the employees and the General Manager.

3. The Board shall elect a president and a secretary from among its members.

4. During the years intervening between synodical meetings the Board shall, with the consent of the President of the Synod, by the election of competent persons, fill any vacancies which may occur in the Board. No person may be elected as a member of the Board who has any business connection with the Publishing House.

5. The Board shall hold at least one regular meeting every month in order that it may keep itself informed as to the matters over which it has been given charge and for the purpose of discussing whatever may be in the interest of the Synod's Publishing House and of passing the necessary resolutions. The General Manager shall attend the meetings of the Board. Whenever a majority of the members of the Board demand it, the president shall be empowered to call special meetings. The majority of the members of the Board shall constitute a quorum.

6. The Board and all its members are, in accordance

with § 11 of the Synodical Constitution, employees of the Synod and shall therefore, like all other officials of the Synod, be subject to its authority.

7. Unless the Synod itself has decided what shall be printed and put on the market, the Board alone shall be empowered to do this. All manuscripts which Concordia Publishing House is requested to print shall, for the purpose of inspection and approval, as their contents may determine, be submitted to such committees of competent men as the Literary Board may appoint. All manuscripts, the contents of which are also of a religious nature, as, for example, German and English grammars or readers, shall be printed by the Board only after having been not only recommended by the respective committee, but also again carefully examined as to their religious contents and, as to these, approved by the theological Faculty at St. Louis.

8. The Board shall decide upon specific rules and regulations, which the General Manager and his employees shall strictly be compelled to observe. Any regulations which the Synod itself has made for the General Manager, or yet shall make, shall not be omitted from such rules and regulations.

9. The Board shall, with the consent of the President of the Synod, be authorized to engage or to dismiss the General Manager.

10. The Board shall fix the price of books in accordance with the market and in general, through the General Manager, direct the sale of books and periodicals in a businesslike way.

11. The Board shall insist upon it that only good paper and durable binding be used for all synodical books and also see to it that all printed matter of our Publishing House be sufficiently advertised in the official church papers of the Synod.

12. Whenever the General Manager reports such as are in arrears with their payments, the Board shall admonish them if such delinquents are members of the Synod, and if, after repeated fruitless admonitions, they refuse to pay their debts, the Board shall report

them to the respective District President, who, in turn, shall deal with such delinquents in the same manner as if they had become guilty of other offensive acts.

13. The Board shall delegate two of its members to attend the regular meetings of the Synod. The Board shall also submit to the Synod every three years a written report as to its work and the general condition of the Publishing House.

14. Whenever the District Presidents and other officials of the Synod meet annually for the purpose of assigning the calls to the candidates, the Board shall hold a meeting together with them in order to discuss requests that may be made by the various Districts of the Synod.

15. Whenever giving employment to anyone, the Board (and also the General Manager) shall exercise great care in order that all appearance of evil (by giving preference to personal friends or relatives) be avoided and the interest of the Publishing House be not harmed.

22 (1893), 115. 24 (1899), 114. 27 (1908), 115

II. The General Manager and the Employees

1. The General Manager, who is engaged in the name of the Synod by the Board of Directors, shall be the superintendent of the entire Publishing House. He shall be responsible as to his entire management of the concern to the Board of Directors and therefore strictly follow the instructions given him by this Board.

2. The General Manager shall not be permitted to be engaged in any other remunerative employment.

3. The General Manager shall see to it that the foremen and the employees follow these instructions, in so far as they concern them.

4. Every foreman shall be responsible for his department to the General Manager.

5. Whenever a foreman is to be engaged, the General Manager shall propose a name to the Board of Directors, which shall decide whether such person is to be employed.

6. All other employees shall be hired by the General Manager, the foremen, however, being permitted to recommend certain persons.

7. Whenever the General Manager creates a new position, or whenever he is compelled to dismiss an employee, he shall report this to the Board of Directors.

8. All salaries and wages shall be decided upon by the Board of Directors.

9. The General Manager shall, in accordance with good business methods, keep books on all business transactions.

10. Any member of the Board of Directors shall at any time be permitted to examine the books of the concern.

11. All vouchers must be marked in accordance with the regulations adopted by the Board.

12. Every month the General Manager shall submit to the Board a trial balance of the previous month.

13. In accordance with the directions of the Board the General Manager shall pay dividends to the Treasurer of the Synod.

22 (1893), 118, 119. 23 (1896), 111. 24 (1899), 114

III. Sundry Regulations

1. The Synod thankfully receives the property offered by the Bible Society of St. Louis, its value being \$17,407.73, and agrees that all ordinary large and small Bibles shall continue to be sold at cost,* and also that the unaltered text of Luther's translation shall continue to be used. 20 (1887), 57

2. Whenever anyone does not pay his debts to Concordia Publishing House and does not heed repeated admonitions, the Board of Directors shall, as is customary among business men, refuse further credit until all arrears have been paid. 23 (1896), 109

3. Concordia Publishing House shall insist that all periodicals be paid in advance. 31 (1920), 178

* This refers to the German Bibles only.

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4. Concordia Publishing House shall furnish gratis one of the two papers of the Synod (*Lutheraner* or *Lutheran Witness*) to retired (emeriti) pastors, professors, or teachers and charge the cost to the Synodical Treasury.

31 (1920), 179

5. Concordia Publishing House shall furnish a sufficient number of copies of the periodicals published by the Synod for the reading room of the Synod's educational institutions, the cost to be charged to the Synodical Treasury. The president of the educational institution shall decide which periodicals and how many copies are needed and urge the students to read them.

31 (1920), 179

6. Concordia Publishing House shall furnish two copies of the Synodical Reports and of the *Statistical Yearbook* to the Secretary of the Synod, who shall deposit them in the Synod's archives.

7 a. A printed copy of the official proceedings of synodical conventions shall be mailed by Concordia Publishing House to every pastor in Synod for the information and use of the pastor and the members of his charges.

b. The cost to Concordia Publishing House of such printing and mailing shall be paid by Synod.

34 (1929), 134

8 a. A copy of the *Statistical Yearbook* shall be mailed by Concordia Publishing House annually to every pastor in Synod for the information and the use of the pastors and the members of his charges.

b. The cost to Concordia Publishing House of such printing and mailing shall be paid by Synod.

34 (1929), 139

9. Circulars referring to internal matters of the Synod and issued by officials of the Synod shall not be sent to the congregations of the Synod until the President of the Synod has given his consent.

22 (1893), 112

10. Synod is responsible for every doctrinal statement made in its official publications. If any statement be made therein deviating from the Word of God

and the Confessions of our Church, every member of Synod perceiving such error is held to bring it to the attention of the responsible editors and insist upon the necessary correction. 33 (1926), 144

B. The Literature Board

1. Synod's Literature Board shall consist of five members, to be appointed by the President in conjunction with the four Vice-Presidents.

2. Four of the members of this Board shall be theologians and one a trained parish-school teacher, all of them with at least some years of practical experience in their respective calling and all of them possessing the practical equivalent of a college education and sound judgment in literary matters.

3. Their term of office shall be three years, or until their successors have been appointed and have qualified.

4. They shall promptly organize by electing a chairman and a secretary.

5. The Literature Board shall hold at least ten regular meetings during any one year and as many adjourned, special, or extra meetings as circumstances may require.

6. The secretary of the Literature Board shall send carbon copies of all minutes to the President and Vice-Presidents of Synod.

7. The functions of the Literature Board shall be advisory to the Board of Directors of Concordia Publishing House, with which latter Board the final responsibility rests as to publishing or not publishing, and as to the manner and style of publishing, any item recommended by the Literature Board. This implies that the Board of Directors for business reasons may decline to publish a book even though recommended by the Literature Board. Should the two boards find it impossible to agree in such a matter, the Praesidium shall act as arbiter. It is understood that books, tracts, circulars, etc., published on the order or in behalf of standing synodical boards or

officers do not come under the jurisdiction of the Literature Board, but do come under the censorium of the St. Louis Faculty.

8. The chief duties of the Literature Board shall be to study the needs of the Lutheran Church, particularly the Missouri Synod, with a view to determining what kind of literature may be required, and also, if necessary, to select authors to undertake certain literary tasks; but the formal commission to write the book shall be issued by the Board of Directors of Concordia Publishing House, not by the Literature Board. All manuscripts are to be critically examined by the Literature Board with a view to determining their availability not only from a general literary point of view, but principally also with a view to timeliness and expediency. It is fully understood that the time-honored doctrinal censorium on all theological and religious items remains with the theological Faculty at St. Louis.

9. The Literature Board may in cases of specialties, such as music, textbooks, and the like, appoint experts to examine pertinent manuscripts, who shall report to the Literature Board for action in the premises.

10. The Literature Board shall continue to bear in mind Synod's commission of years ago to search out the literary treasures contained in the German-language publications of previous generations of the Missouri Synod and make them available to the English-reading public.

11. Concordia Publishing House shall carry the expenses of the Literature Board.

C. The Young People's Literature Board

1. The Young People's Literature Board shall consist of five members living in or near St. Louis; but if necessary, it shall augment itself by selecting additional collaborators.

2. The Young People's Literature Board shall be elected by the Synod in accordance with its rules and regulations for elections.

3. The chairman of this Board shall be a member of the theological Faculty at St. Louis.

4. At every meeting of the Synod the Board shall make a brief report.

5. The special duty of this Board shall be to select from the large number of German and English books and other literature for children, for young people, and also for adults, such books as can be recommended by the Board. If the Board finds that certain departments or certain subjects are not covered by the existing literature, it shall provide such literature.

6. All books and manuscripts selected and reviewed by the Board shall be turned over to the Board of Directors of Concordia Publishing House to be printed or marketed.

7. It is self-evident that any such manuscripts, even as all other printed matter of Concordia Publishing House, shall finally be passed on by the theological Faculty of Concordia Seminary, St. Louis.

31 (1920), 183. 28 (1911), 33. 29 (1914), 124, 125

NOTE.—In the case of the *Lutheran Witness* also the representative of the English District, elected by the Synod, shall be held equally responsible.

8. Upon request of the Board the Board of Directors of Concordia Publishing House shall occasionally publish a separate catalog listing its juvenile literature.

9. Our editors are to allow such space in their respective papers for reading lists and the like as their limitations may admit.

10. Our pastors and teachers are encouraged to call attention to our catalog and our book suggestions whenever it is possible to do so, particularly in connection with their work among children and young people and with church and school libraries.

11. Whenever new books are purchased for church, young people's, Sunday school, and day school libraries, our catalog shall be used as a guide.

12. All legitimate expenses incurred by the Board shall be paid by the Board of Directors of Concordia Publishing House.

29 (1914), 127. 31 (1920), 158. 33 (1926), 171.
34 (1929), 140. 35 (1932), 196.

D. Press Committee

Synod shall elect at its triennial conventions a Standing Press Committee, whose duty it shall be to furnish the press important news items concerning the Lutheran Church in good newspaper style as well as properly defend our Church against attacks made upon it. This standing Central Press Committee shall consist of three members living near each other; and the various Districts are urged likewise to elect Standing Subsidiary Press Committees, which are to assist Synod's Central Press Committee in its work. Synod's Committee on Nominations, in presenting the names of candidates for the standing Central Press Committee, shall take under consideration men who have gathered experience in the service of the American Lutheran Publicity Bureau. 33 (1926), 243

E. Radio Work

1. Station KFUE shall be controlled by the Board of Control of Concordia Seminary, St. Louis, Mo. 33 (1926), 240

2 a. The Radio Committee of KFUE shall serve as Synod's Radio Committee.

b. This Radio Committee shall make surveys, act as clearinghouse for information, contact stations and chains, advise, and otherwise assist individuals and groups requesting such aid. 36 (1935), 298

A. As to Resigning from a Synod

Upon the occasion of receiving pastors who formerly belonged to another synod, but have left it, the Synod declared the principles which should guide a Lutheran when confronted with the question whether he may, or even must, resign his membership from, or sever his connection with, a synod. The Synod declares that a Lutheran can justify his resignation from a synod only in the following cases: 1. If he has been expelled by a synod for confessing the truth; 2. if continuing his membership in a synod would necessarily make him a partaker of false doctrine or of sinful works; 3. if it is evident that a synod willfully and persistently continues to teach heresy and thus has become a sect; 4. if a continued existence of a synod would amount to a continued schism.

4. S. Hdbk. (1899), p. 151

B. As to the Agreement with the Wisconsin Synod

The Synod of Wisconsin (now: The Evangelical Lutheran Joint Synod of Wisconsin and Other States) and the Synod of Missouri, Ohio, and Other States have agreed to accept the following statements as an expression of the doctrinal agreement between the two synods and as a basis to be mutually observed in their church work:

1. Both synods cheerfully recognize each other as orthodox Lutheran church bodies.

2. Both synods have established pulpit and altar fellowship.

3. The brotherly relation between the two synods shall be fostered by a mutual exchange of delegates to the synodical conventions and by attendance at the pastoral conferences.

4. Whenever pastors or church members transfer their membership from one of these two synods to the other, they shall at all times be received simply upon the presentation of a valid letter of dismissal.

5. Cases of church discipline of one synod shall always be respected by the other synod. This does

not go to say, however, that a procedure in cases of church discipline of a congregation of one synod must under all circumstances be accepted as correct by a pastor and a congregation of the other synod. Whenever doubtful cases arise, no pastor of the one or the other synod shall act upon the application for membership of any person under church discipline until the case has been decided by the synod itself, that is, by the synod of which the applicant is a member. Even then no pastor of the one or the other synod shall act alone, but in conjunction with the President of his synod. Nothing, of course, which may be necessary for the investigation of such a case shall then be denied by either synod.

Explanation. — The expression “no pastor shall act upon the application for membership” (*handelnd eingreifen*) shall be understood as follows: An excommunicated person who declares that he has been unjustly excommunicated shall not be at once received or rejected, but the case shall be submitted to the President of the synod whose pastor and congregation have been asked to receive such an excommunicated person, which President shall then confer with the President of the other synod.

6. Whenever any opposition arises between congregations of the two synods, both congregations shall do all within their power to remove such opposition in a Christian way and to establish a brotherly relation.

7. Both synods shall be permitted to organize new congregations wherever this may be necessary. If possible, however, this should be done in accordance with the principle that congregations ought to be limited to a certain territory (parish lines). In disputed cases he no doubt will be adjudged to be acting rightly who respects the parish lines which both synods had accepted in the case in point.

8. If some false doctrine is being taught by members of either synod, then each synod shall by all means try to correct it. As long as this is being done, the orthodoxy of the one or the other synod shall not be questioned.

9. In case of intersynodical disputes affecting congregations or individuals belonging to congregations of the Synodical Conference the District President in question is empowered to act as first court of appeal, and not only the President of Synod.

14 (1869), 87—89. 33 (1926), 143

**C. As to the Agreement Made with the Evangelical
Lutheran Synod of Missouri and Other States
(So-called English Missouri Synod)**

1. *Resolved*, That we believe that the affiliation of the various congregations of the English Synod with the respective Districts of our Synod would best serve the interests of both synods and that we therefore hope that ere long such an affiliation may be realized.

2. *Resolved*, That, although such an affiliation cannot now be effected, we nevertheless receive the English sister synod as a District.

3. *Resolved*, That we accept the conditions made by the English Synod and that these shall be understood as follows:

Wording of Point 1: "That the English Synod transfer its publishing business and its book trade to the German Synod, but that a committee, the majority of its members being members of the English District, shall be elected in order that such committee may have such literature as hymnbook, Sunday school literature, tracts, etc., prepared for the special needs of the English District."

Explanation. — Such literature shall also be subject to the inspection of the theological Faculty at Saint Louis, and the English District must pay the expenses incurred by the publishing of such literature, even as in similar cases this is even now being done by our Districts.

Wording of Point 2: "That the *Lutheran Witness* be made the official English church paper of the entire Synod, but that the editor be elected from the English District or that the English District be at least equally

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represented on the editorial committee. The same rule shall hold good also for the *Lutheran Guide*."

Wording of Point 3: "That the English language may be used by the members of the English District at the meetings of the Synod and that at least a brief summary of the minutes be read and printed in the English language."

Wording of Point 4: "That the Mission Board of the English District be permitted to open English missions wherever it thinks such to be necessary, provided that it properly respect the divine principles of congregational rights (church membership) and the law of Christian charity."

Explanation. — The words "properly respect the law of Christian charity" shall be understood to mean that new English congregations shall not be organized unless those contemplating doing so shall have come to an understanding with congregations which may thereby be affected.

Wording of Point 5: "That, as a rule, entirely English congregations affiliate with the English District, but that finally every congregation may decide for itself which District it will join, provided that Christian charity be not offended against and that congregations shall not be blamed if for special reasons they do not follow this rule."

Explanation. — We are of the opinion that such congregations among us as have become entirely English shall remain in their District, and we shall so advise them.

Wording of Point 6: "That Concordia College at Conover, N. C., be transferred to the Synod."

Explanation. — The charter and the deeds shall be examined, and as to the future of the institution the Synod shall decide.

Wording of Point 7: "That the question when and how often the English District shall meet shall be decided by the District itself."

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Explanation. — The District shall, however, not disregard chapter 3, § 4 (now § 8, 1; § 12, 13) of our Synodical Constitution, which reads: "The Synod [the General Body] meets every three years, but the District synods every year during the time intervening, the various Districts, however, meeting at different times. In the third year the District synods do not meet."

With reference to the translation of a certain English expression it was decided that as to our resolutions the German version be the authorized version for all parties concerned, and that as to the resolutions sent us by our English brethren the English version be accepted.

28 (1911), 33, 35. 32 (1923), 140

Important Documents of the Synod

Incorporation of the Synod (1894)

ARTICLES OF ASSOCIATION *

WHEREAS, A voluntary organization has existed since 1847 of the *German Evangelical Lutheran Synod of Missouri, Ohio, and Other States*, acknowledging as a true exhibition of sound Christian doctrine the Book of Concord of the year of our Lord 1580, and which Association has been enabled to extend its labors throughout many States of this Union and elsewhere and has caused several corporations to be organized and created for the purpose of building and conducting colleges, seminaries, and other institutions of learning in order thereby to aid in the disseminating of a knowledge of the Word of God and in the educating of ministers and teachers to labor in the Lutheran Church; and

WHEREAS, It is desirable that the parent body should also be incorporated with the view to fully carrying out original objects of its creation and the more readily to continue and perpetuate its labors,

Now, Therefore, these Articles of Association are adopted and submitted as a basis for its incorporation, to wit:

ARTICLE I—NAME

The name of this Corporation shall be: THE EVANGELICAL LUTHERAN SYNOD OF MISSOURI, OHIO, AND OTHER STATES, and an office of the same shall be located in the city of St. Louis, in the State of Missouri.

ARTICLE II—MEMBERSHIP AND OBJECTS

The object of this Association shall be to unite in a corporate body the members of the Evangelical Lutheran Church who remain true to, and acknowledge as a true exhibition of sound Christian doctrine, the Book of Concord of the year of our Lord Fifteen Hundred and Eighty; to receive, acquire, hold, manage, and control the real and personal property and franchises which may hereafter be acquired by this Corporation and such as have heretofore been obtained and are now held by different educational corporations under its

* The "Articles of Association" are here given in their amended form, as approved by the State of Missouri. All documents and certificates pertaining thereunto are on file in the Synod's office at St. Louis, Mo.

direction and for its advancement, and to continue and perpetuate the good work of disseminating the Gospel throughout the world, and that the Association may engage in all phases of radio broadcasting.

ARTICLE III — MEMBERSHIP

The power of this Corporation shall be lodged with the accredited clerical and lay delegates of the congregations in actual membership with this Synod, not less than five and not more than ten congregations being entitled to one clerical and one lay representative in this organization at the option of said congregations, and only such delegates shall be entitled to a vote at the meeting of this Synod.

ARTICLE IV — MEETINGS

This Corporation shall have a general synodical meeting once in three years and as many special meetings as may be called by its President. The time and place of the first meeting of this Corporation shall be in the year 1896 on Wednesday, April 29, in Fort Wayne, Indiana, and regular meetings thereafter shall be held at such time and place, in or out of the State of Missouri, as may be determined by the Corporation at its regular meetings.

ARTICLE V — OFFICERS

The officers of this Association shall consist of a President, four Vice-Presidents, a Secretary, and a Treasurer. The President, the Secretary, the Treasurer, two pastors, and four laymembers shall constitute the Board of Directors of the Corporation. All officers and members of the Board of Directors of this Corporation shall be elected at the general meeting of the Corporation for a term of three years and until their successors are duly elected and have qualified.

ARTICLE VI — PROPERTY

This Corporation shall be fully authorized to acquire and hold, by gift, grant, demise, devise, or otherwise, any franchises, lands, tenements, hereditaments, moneys, rents, goods, and chattels, of whatsoever kind the same may be, which are, or hereafter may be, given, granted, devised, demised to, or purchased by, it for its use, and particularly to acquire by direct conveyance or by declarations in trust, as may best suit the interest of this Corporation, all rights, franchises, and privileges of every kind and description, and all real and personal property which is now or may hereafter be held by the Corporation known as and styled the "Trustees of the Concordia College," a corporation organized and incorporated by an act of the General Assembly of the State of Missouri, entitled "An act to incorporate the 'Con-

cordia College' of the German Evangelical Lutheran Synod of Missouri, Ohio, and Other States," approved February 23, 1853; also by the corporation organized and incorporated under the name and style of the "German Theological Seminary of the German Evangelical Lutheran Synod of Missouri, Ohio, and Other States," duly incorporated under an act of the General Assembly of the State of Indiana, approved January 21, 1850, and under an amendatory act of said General Assembly of the State of Indiana, approved April 5, 1881; also by the corporation entitled the "Trustees of the Evangelical Lutheran Teachers Seminary," incorporated under the laws of the State of Illinois by an act entitled "An act to incorporate the Evangelical Lutheran Teachers Seminary of the German Evangelical Lutheran Synod of Missouri, Ohio, and Other States," approved February 16, 1865, and under an act amendatory thereof, approved February 21, 1867, and by a corporation organized May 10, 1886, under the name and style of "Concordia College" under the general incorporation laws of the State of Wisconsin and placed by the Articles of Association thereof under the supervision and control of the Evangelical Lutheran Synod of Missouri, Ohio, and Other States.

ARTICLE VII — BY-LAWS

This Association shall have and make such by-laws as may appear necessary to accomplish the purpose of its creation and shall create such committees and other subordinate bodies as may seem desirable for the attainment of its general and special objects.

ARTICLE VIII — AMENDMENTS

Amendments of the Articles of Association may be made at any time at a regular synodical meeting of this Corporation, provided the same be not inconsistent with the Constitution or the laws of the United States or of the State of Missouri and a majority of the voting members present at such meeting have voted therefor and such amendments thereafter be first submitted to, and approved by, the Circuit Court of the City of St. Louis.

(The word "German" was stricken from the name of Synod by a resolution of Synod adopted May 1, 1918, ratified by the Circuit Court of St. Louis, June 3, 1918; the word "German" was stricken from Article II by a resolution of May 1, 1918, ratified by the Circuit Court, May 10, 1920; at the same time the words "two" and "seven" in Article III were replaced by "five" and "ten." The present Article V was adopted by Synod on June 17, 1920, ratified by the Circuit Court on October 16, 1920. It was amended in

June, 1929, to include *two* pastors and *four* lay members; and this amendment was ratified by the Circuit Court on October 13, 1930. Article II was amended to include radio broadcasting on February 20, 1933; and this amendment was approved by Synod in June, 1935.

Addendum

In this temporary edition of the HANDBOOK the Charter of Synod is printed in order to anticipate a demand for the language of this document. Other important documents of Synod are being omitted in this edition in the interest of economy, and because some of them are being amended at the present time. It is the intention that all important documents of Synod will appear in the revised edition of the HANDBOOK which has been under preparation for some time.

