

\_\_\_\_\_ **Presbyterian Church**  
**Congregational Rules Agreement Paper**

**I. Relationship to the Presbyterian Church (U.S.A.)**

The \_\_\_\_\_ Presbyterian Church is a congregation of the Presbytery of \_\_\_\_\_ in the Synod of \_\_\_\_\_ of the Presbyterian Church (U. S. A.)

**II. Governance of the Congregation (G-1.0103)**

The Congregation shall be governed by the Constitution of the Presbyterian Church (USA) which consists of two parts: (1) The *Book of Confessions* and (2) The *Book of Order. Roberts Rules of Order (Newly Revised)* shall be used for parliamentary guidance, except when it is in contradiction to the Constitution.

**III. Meeting of the Congregation (G-1.0501)**

The annual meeting of the Congregation is ordinarily held on the \_\_\_\_ Sunday of \_\_\_\_ (month). At that meeting, the following business may be transacted:

- Annual Reports
- Election of Church Nominating Committee
- Election of Ruling Elders and/or Deacons
- Review of Compensation for the Installed Pastor(s).
- Presentation of the church's annual budget.

Special meetings of the Congregation may be called by the Session, Presbytery, or ¼ of the membership making the request in writing.

**IV. Notice of Meetings (G-1.0502)**

Proper notice for Congregational Meetings shall be announcement on \_\_\_\_ consecutive Sundays prior to the meeting.

**V. Quorum for the Meeting (G-1.0501)**

The quorum for a Congregational meeting shall be \_\_\_\_% of the active membership of the congregation present. No proxy voting is allowed.

**VI. Moderator and Secretary of the Meeting (G-1.0504; 1.0505)**

The Moderator of the Congregational Meeting shall be the Installed Pastor or the Teaching Elder so designated by the Presbytery. The Secretary of the Congregational Meeting shall ordinarily be the Clerk of Session. If the Clerk is not able to serve, the Congregation shall elect a Secretary for the particular meeting.

### **VII. Minutes of the Meeting**

Minutes of the Congregational Meeting shall be approved by the Session at its next Stated Meeting. OR

Minutes of the Congregational Meeting shall be approved by the congregation at the end of the particular meeting.

### **VIII. The Session (G-1.0503a; 2.0401)**

The Session of \_\_\_\_\_ Presbyterian Church is ordinarily composed of \_\_\_\_\_ Ruling Elders elected by the Congregation for a 2 or 3 year term. Election to a second consecutive term is not allowed OR

An elder may serve up to an aggregate of six years prior to being required to take one year's leave from service.

### **IX. The Deacons (G-2.0202; 2.0401)**

*(as Board)* Deacons shall be organized as a Board and is ordinarily composed of \_\_\_\_\_ Deacons elected by the Congregation to a 2 or 3 year term. The Board shall elect its own leadership of a Moderator and Clerk plus other necessary positions.

*(as Commissioned)* Deacons shall be elected by the Congregation and Commissioned to service by the Session. The Commission shall be for a period of \_\_\_\_\_ year(s).

*(no Deacons)* The responsibility normally under the jurisdiction of the Deacons shall be assumed by the Session. There shall not be a Board of Deacons or Commissioned Deacons.

### **X. Nominating Committee (G-2.0401)**

The Church Nominating Committee shall be elected by the Congregation at the Annual Meeting. Members shall be elected for a term of one/two/three years. The Church Nominating Committee shall elect its own Moderator OR the Ruling Elder shall serve as Moderator. The Church Nominating Committee shall be composed of one Ruling Elder(s) elected by the Session and three church members elected by the Congregation.

### **XI. Amendments to the Congregational Rules**

These Rules may be amended by a two-thirds vote of the members present and voting, providing that the proposed changes shall have been distributed at the same time as the call of the meeting at which the changes are voted upon.