

## **PRESBYTERY OF BOISE BYLAWS**

### **CHAPTER I**

#### **NAME, DEFINITION, and BOUNDS**

- 1.10 The corporate name is “The Presbytery of Boise.”
- 1.20 The Presbytery of Boise is the ecclesiastical council affiliated with the Synod of the Pacific and the General Assembly of the Presbyterian Church (U.S.A.), having original jurisdiction over all local churches and missions of the Presbyterian Church (U.S.A.), within the bounds described below.
- 1.30 The bounds of the Presbytery comprise the Counties of Owyhee, Canyon, Ada, Elmore, Payette, Gem, Washington, Adams, Valley, and Boise in the State of Idaho; area surrounding Adrian and Ontario in Malheur County in the State of Oregon; and that part of the County of Elko in the State of Nevada that comprises the Duck Valley Reservation.
- 1.35 The relationship between the Presbytery and its churches is a collaborative relationship. The Presbytery has oversight of the churches with regard to the churches’ conformity to the Book of Order of the PCUSA. The Presbytery is also expected to serve the churches by providing resources and skills that will enable the churches to better accomplish their mission. The churches provide the financial support and the service of talented church members.
- 1.40 The rules for governing bodies of the General Assembly of the Presbyterian Church (U.S.A.) so far as they apply to a Presbytery shall be the rules of the Presbytery of Boise. In addition the following Bylaws shall govern the proceedings of the Presbytery.
- 1.50 The fiscal year of the Presbytery shall be the calendar year.
- 1.60 In matters not governed by these Bylaws the Constitution of the Presbyterian Church (U.S.A.) and the current edition of Robert’s Rules of Order Newly Revised (RONR) shall govern the procedures of this Presbytery.
- 1.70 There is a Permanent Judicial Commission as required by the Constitution of the Presbyterian Church (U.S.A.).

### **CHAPTER II**

#### **CIVIL CORPORATION**

- 2.10 There shall be a corporate body called The Presbytery of Boise, incorporated perpetually under the laws of the State of Idaho, authorized to do business in the States of Oregon and Nevada as a foreign corporation, and under these Bylaws, to include the ecclesiastical body known as the Presbytery of Boise.
- 2.20 There shall be a Board of Trustees (Board of Directors) of the Civil Corporation, which shall consist of the following members of the Presbytery: chairpersons of the committees and Moderator of Presbyterian Women, the Stated Clerk, Moderator of the Presbytery, and Vice Moderator of the Presbytery. All members of the Board of Trustees shall have voice and vote at meetings of the Presbytery. The Stated Clerk of the Presbytery shall be the Secretary of the Civil Corporation. The Treasurer of the Presbytery shall be the Treasurer of the Civil Corporation. The President of the Civil Corporation shall be nominated by the Nominating Committee of Presbytery and elected by the Corporation’s members for a three-year term at an annual meeting of the Civil Corporation.
- 2.30 The meeting of the Civil Corporation shall be held annually at the conclusion of the fourth Stated Meeting of the Presbytery.
- 2.40 The Board of Trustees of the Civil Corporation shall meet on call.
- 2.50 In accordance with the Book of Order, G-4.0206a, the consent of Presbytery shall first be obtained in changing the location of church buildings; or if congregations wish to rent, encumber, or sell their real property.

### **CHAPTER III**

#### **OFFICERS OF PRESBYTERY**

- 3.10 The officers of the Presbytery shall be Moderator of the Presbytery, Vice-Moderator of the Presbytery, Stated Clerk, Treasurer, and President of the Civil Corporation.
- 3.20 The Moderator of the Presbytery shall serve one calendar year following election, and shall perform the duties assigned to that office according to the Book of Order G-3.0104. The

- office shall be served alternately as nearly as possible by Ruling Elders and Ministers of Word and Sacraments. The Moderator may appoint commissions of Presbytery.
- 3.30 The Vice-Moderator shall fulfill the duties of Moderator as delegated by the Moderator. Should a vacancy occur in the office of the Moderator, the Vice-Moderator shall succeed to the office for the duration of the term.
- 3.40 The Moderator and Vice-Moderator shall be nominated by the Nominating Committee for approval by the Presbytery. The ordinary progression will be for the Vice-Moderator to serve as Vice-Moderator of the Presbytery, then Moderator of the Presbytery.
- 3.40 The Stated Clerk, Treasurer, and President of the Civil Corporation shall serve three-year terms.
- 3.50 The Stated Clerk shall be responsible for proper conduct of the office, according to the Book of Order, G-3.0104. The Stated Clerk shall be responsible for parliamentary procedures, and the interpretation of the Constitution of the PC (USA), for all correspondence and records, and for the minutes of the Presbytery. The Stated Clerk shall examine the minutes and record books of all churches in the Presbytery. The Stated Clerk shall be the Secretary of the Civil Corporation. This officer shall receive compensation for services.
- 3.60 The Stated Clerk may appoint a person to serve as parliamentarian, subject to the approval of the Presbytery.
- 3.70 The Treasurer shall receive all Presbytery funds and disburse them at the direction of the Presbytery. Treasurer shall forward the proper apportionments to the General Assembly and the Synod of the Pacific. The Treasurer shall prepare and submit a financial statement concerning the financial condition of the Presbytery at each stated meeting and an annual financial statement at the first stated meeting of the calendar year.

#### **CHAPTER IV THE TASK GROUPS**

- 4.10 The services of the Presbytery may be provided by task groups under the oversight of the Presbytery. A task group is a team of volunteers undertaking the task of providing a service for the Presbytery. Throughout its existence the work of a task group is subject to review by the Presbytery. When the task is accomplished the task group disbands.

#### **CHAPTER V MEETINGS**

- 5.10 Four Stated meetings of the Presbytery shall be held each year. The meeting dates for the coming year shall be announced by the Stated Clerk at the last Stated Meeting of the year.
- 5.20 The handbook and docket shall be determined and arranged by the Stated Clerk and announced by the Stated Clerk at least ten days before the date of the meetings.
- 5.30 The Sacrament of the Lord's Supper may be celebrated at each meeting, and shall be celebrated at the first stated meeting of the calendar year.
- 5.50 Committees and commissions of Presbytery shall submit reports of their activities and request for actions to the Stated Clerk to be sent with the call and proposed docket of the Presbytery meetings.
- 5.60 Non-Budget Items: Any proposal for expenditure of money not previously budgeted shall be referred to the Financial Management Committee and reported to the Presbytery.
- 5.70 The Moderator shall call a special meeting at the request, or with the concurrence, of two Ministers of Word and Sacraments and two Ruling Elders, the Ruling Elders being of different churches. Should the Moderator be unable to act, the Stated Clerk shall, under the same conditions, issue the call. If both Moderator and Stated Clerk are unable to act, any three Ministers of Word and Sacraments and three Ruling Elders, the Ruling Elders being of different churches, may call a special meeting. Notice of the special meeting shall be sent not less than ten days in advance to each minister and to the session of every church. The notice shall set out the purpose of the meeting, and no other business than that listed in the notice shall be transacted.
- 5.80 A quorum of the Presbytery shall be any three Ministers of Word and Sacraments and three Ruling Elder commissioners provided that the Ruling Elders represent at least three churches.

## CHAPTER VI COMMITTEES OF PRESBYTERY

### 6.10 Committees of Presbytery

**1. Mission Strategy Committee** – A minimum of six members and a representative from each congregation

- Long Range Planning
- Supporting and connecting with the mission efforts of congregations
- Development of Presbytery mission projects
- Recommendations for establishing new worshipping communities
- Ecumenical and Interfaith Relations
- Representation
- Young Adult, Youth ministry (including Triennium participation)

**2. Committee on Ministry** – A minimum of six members, consisting of an equal number of Ruling Elders and Ministers of Word and Sacraments.

- Encourage, guide and resource congregations
- Recommend appointments of moderators for congregations without pastors
- Recommend reception or dismissal of Ministers of Word and Sacraments
- Presbytery reference checks in pastoral searches
- Recommend reception, merger or dismissal of congregations
- Support, nurture and discipline of Ministers of Word and Sacraments and Commissioned Ruling Elder (AKA CP or CLP)
- Validation of specialized ministries of Ministers of Word and Sacraments
- Approval of sabbatical plans
- Approval of education plans for candidates for Commissioned Ruling Elder (AKA CP or CLP) and review of seminary education of candidates for Minister of Word and Sacraments
- Committee on Preparation for Ministry: Work with inquirers and candidates for Minister of Word and Sacraments and Commissioned Ruling Elder (AKA CP or CLP).

**3. Financial Management Committee** – A minimum of five members

- Presbytery budget
- Mission budget (with mission strategy)
- Financial planning and oversight
- Mission interpretation and Stewardship
- Personnel Committee

**4. Nominating Committee** – A minimum of 3 members, nominated by the Board of Trustees and elected by the Presbytery

**5. Permanent Judicial Commission** – Membership per Book of Order

6.20 Committee members and chairpersons shall be nominated by the Nominating Committee and elected by the Presbytery.

6.30 Committee members shall be elected in classes for three-year terms. Committee members are eligible for re-election to a second term. A committee member shall not serve consecutive terms of more than six years.

6.40 Committees shall consist of laypersons and ministers following the Book of Order, G-3.0109 prescription for balance and representation.

6.50 Committees shall be responsible for submitting their budget requests for the coming year to the Financial Coordinating Committee prior to the third Stated Meeting of the Presbytery.

6.60 Committees shall report annually to the Nominating Committee their needs and recommendations for the new class to be nominated.

6.70 There shall be a joint annual meeting of the Nominating Committee and the Committee on Representation.

**CHAPTER VII  
PERMANENT JUDICIAL COMMISSION**

- 7.10 There shall be a permanent Judicial Commission composed of a minimum of seven persons in accordance with all the provisions of the Book of Order D-5.0100.
- 7.20 Duties and all other characteristics of the Permanent Judicial Commission shall be those described in the Book of Order, D-5.0202.
- 7.30 Members of the Permanent Judicial Commission shall be elected in classes for six-year terms.
- 7.40 The Permanent Judicial Commission shall meet at least once a year for purposes of organization.

**CHAPTER VIII  
COMMISSIONERS TO GOVERNING BODIES**

- 8.10 General Assembly (8.11-8.14)
- 8.11 Commissioners and alternates to the General Assembly shall be elected at the direction of the General Assembly the year prior to the General Assembly meeting.
- 8.12 The Minister of Word and Sacraments Commissioners and the alternate shall be nominated by the Nominating Committee from among those ministers who are members of the Presbytery, provided those persons have attended the majority of the stated meetings of the Presbytery during the preceding 12 months. The list shall not include inactive ministers. They shall ordinarily, but not necessarily, be those who have rendered the longest service since their last attendance as General Assembly commissioner.
- 8.13 The Ruling Elder Commissioner and the alternate shall be nominated to the Presbytery by the Nominating Committee. Those nominated shall be Ruling Elders who have attended Presbytery and are familiar with the issues of the church.
- 8.14 The Young Adult Advisory Delegate and the alternate shall be nominated by the Nominating Committee and elected by the Presbytery. The youth delegate shall be between 18 and 22 years of age.
- 8.20 Synod (8.21-8.22)
- 8.21 Commissioners to Synod and alternates shall be nominated to the Presbytery by the Nominating Committee and elected in classes at the fourth Stated Meeting of the Presbytery, in compliance with the standing Rules of the Synod of the Pacific.
- 8.22 In electing Synod Commissioners the procedures for the election of General Assembly Commissioners shall be followed.
- 8.30 Presbytery (8.31)
- 8.31 Commissioned Ruling Elder (AKA CP or CLP) shall have the right to voice and vote at Presbytery meetings.

**CHAPTER IX  
INTER-PRESBYTERY AGENCIES**

- 9.10 Camp Sawtooth Board of Directors (9.11 – 9.13)
- 9.11 Boise Presbytery shall be represented on the Board of Directors responsible for maintaining the program and facilities of the Camp Sawtooth.
- 9.12 The Nominating Committee shall nominate and the Presbytery shall elect annually at the fourth Stated Meeting two persons to serve on the Camp Sawtooth Board for three-year terms.
- 9.13 Presbytery representatives to the Camp Sawtooth Board shall be responsible for reporting annually to the Presbytery. Reports shall include a complete statement of programs, finances, and future plans.

**CHAPTER X  
AMENDMENTS**

- 10.10 These Bylaws shall supersede and invalidate all former Bylaws of this Presbytery.
- 10.20 These Bylaws shall be amended by the following process:

1. Written notice of the proposed change shall be sent with the call to a stated meeting where it shall be presented, but not debated.
2. Vote on the change shall take place at the following stated meeting.
3. A two-thirds majority shall be required for adoption.