

Bylaws of Good Shepherd Presbyterian Church

ARTICLE I - ORGANIZATIONS

1. The congregation and the corporation are distinguished by the BOCO, Chapter 25, 25-1, and 25-7.
 - a. Congregation
 - 1) Meetings
 - a) The quorum for all congregational meetings is the voting members present at any regularly called congregational meeting.
 - b) The annual meeting shall be held during the month of October.
 - c) The meeting, including an agenda, shall be announced publicly at two Sunday morning services prior to the meeting.
 - d) The annual meeting shall be for the purpose of electing officers, when and if necessary, and hearing the annual reports. Only those items on the agenda are valid for discussion.
 - e) The procedure of the meeting shall be in accordance with the BOCO and Robert's Rules of Order, latest edition.
 - 2) The powers of the congregation are in accordance with the BOCO, Chapter 25.
 - 3) Voting Members are defined as communing members of Good Shepherd Presbyterian Church in good and regular standings.
 - 4) Only Voting Members may vote in congregational meetings.
 - b. Corporation
 - 1) The fiscal year is defined as beginning January 1 of each calendar year.
 - 2) Quorum for corporate meetings shall be the same as for congregational meetings.
 - 3) The powers and procedures of the Corporation are in accordance with the BOCO, Chapter 25.
 - 4) Good Shepherd Presbyterian Church is incorporated in accordance with State of Minnesota Statutes, Chapter 315.21.
 - 5) The Corporation meets annually in conjunction with the meeting of the congregation.
 - 6) The terms for calling a corporation meeting are the same as for the congregation.
 - 7) Only Voting Members eighteen years of age or older may vote in corporation meetings.
2. Session (Board of Elders)

- a. The definition, powers, and procedures of the Session are regulated by the BOCO, Chapter 12.
 - b. The qualifications for the ordination and service of elders are in accordance with the BOCO, Chapter 8 and Chapter 24.
 - c. The Session shall prepare a Book of Policy which shall govern the meetings and affairs of the church, boards, organizations (WIC) and committees, which is available from the clerk to all members on request.
3. Board of Deacons - The powers and procedures of the Board of Deacons as well as qualifications for the ordination and service of deacons are in accordance with the BOCO, Chapter 9.
 4. The Ruling Elders are the Trustees of the corporation.
 5. All other organizations and offices shall be determined and regulated by the Session's Book of Policy.

ARTICLE II - THE PASTOR

1. The pastor of this church is one who has been called by God, and duly ordained. This call is confirmed by the voting members of the church in accordance with the BOCO, which regulates the powers and functions of the office of the pastor. (Chapters 8, 20, 21, and 22)
2. Besides being moderator of the Session and the Board of Deacons, he shall be an ex-officio member of all boards, organizations and committees.
3. Calling the pastor shall be in accordance with the BOCO, Chapter 20.
 - a. When it becomes necessary to call a senior pastor or an associate pastor, the Session shall establish a pulpit committee and appoint the chair. The pulpit committee shall be filled by voting members nominated by the congregation and confirmed by the session. The pulpit committee shall conduct the search and screening process as defined and directed by the Book of Policy. *(Note: the pulpit committee shall have a representative from the session, and the pulpit committee shall have a definitive and written criteria and process to guide it in its search.*
 - b. The congregation shall meet to vote on any recommendations brought forward by the pulpit committee. The congregational meeting shall be called by the session upon the notification by the pulpit committee that there is a call to be considered.
 - 1) Pastoral calls shall consist of both the affirmation of the desire to call and the terms of employment for the candidate. The terms of employment shall be constructed as determined by the session.
 - 2) A call shall be issued to a candidate upon the affirmative vote of three-fourths of the Voting Members present. All calls submitted to the candidate will be contingent upon approval by the Presbytery pending examination.
 - 3) The voting shall be by secret, written ballot of the Voting Members at the called meeting for the purpose of approving the call. The results of the vote shall be recorded.

- 4) The votes shall be counted by the Clerk of Session along with two other office bearers in the congregation. The moderator of the meeting shall announce only whether the motion has passed or failed.
4. Removing the pastor shall be in accordance with BOCO, Chapter 23.
 - a. In accordance with the BOCO, Chapter 34, the Presbytery has jurisdiction for all matters of discipline dealing with doctrine or public scandal and charges against a pastor shall be forwarded to Presbytery for adjudication.
 - b. In matters other than doctrine or public scandal grievances against a pastor shall follow the procedure set forth in Matthew chapter 18. If the grievance is brought before the church, it is to be presented in writing and shall state the grievance in specific terms and give account of the attempt to reconcile.
 - c. The session shall hear grievances meeting the above criteria. The Clerk of Session shall moderate such meetings. Both the pastor and the party bringing the grievance shall be present at the meeting, unless agreed upon by the Session.
 - d. After hearing the grievance and any rebuttal from the pastor the session shall deliberate and agree on one of three possible actions: (1) dismiss the case without action, or (2) set forth actions intended to effect a reconciliation of the situation, or (3) call a congregational meeting in accordance with BOCO Chapter 23 to consider dismissal of the pastor.
 - e. The congregation may at the called meeting for said purpose, upon three-fourths vote of the members present, indicate their desire to be relieved of its pastor. The voting shall be by secret, written ballot. The result announced to the congregation will simply state whether a necessary majority has been reached. Results shall be forwarded to Presbytery for action.

ARTICLE III - ELECTION OF CHURCH OFFICERS

1. Nomination of Office Bearers
 - a. Nominations shall be made in accordance with the BOCO chapter 24-1 and the Book of Policy.
 - b. Only male communing members in good standing at the time of the nomination may be nominated.
2. Nominating Procedure
 - a. The Session must determine the consent of each nominee before the public announcement of the nominations.
 - b. Qualifications for each office described in the BOCO and the Book of Policy must be met prior to the elections, to the satisfaction of the Session.
 - c. Upon the satisfaction of qualifications and acceptance of nomination, the nominee will become a candidate for church officer.
3. Preparation and election of Candidates

- a. Training in the areas of examination and duties of the office shall be provided to candidates.
 - b. At the completion of the training period, each candidate will be examined by the Session in accordance with BOCO 24-1.
 - c. Upon sustaining the examination the candidate will be brought forward for election by the Voting Members of the congregation during a duly called congregational meeting. There will be no nominations from the floor of the congregational meeting.
 - d. The Session may recommend to the congregation the number of deacons to be elected, which decision shall be made by the congregation by majority vote.
 - e. Approval by a majority of all the voters present shall be required to elect (BCO 24-4).
 - f. In the case that the congregation determines a maximum number of deacons to be elected which is less than the number of eligible candidates on the day of election, then the determined number shall be filled by the candidate(s) who receive(s) the greater number of votes amounting to at least a majority of the present eligible votes.
4. Ordination and Installation of Officers
- a. The newly elected officers shall take office upon their installation.
 - b. The ordination of church officers shall be directed by the BOCO, Chapter 24.

ARTICLE IV - AMENDMENTS

These Bylaws may be amended by a two thirds 2/3 vote of the members present at any regular or special congregational meeting, provided the proposed amendment has been read to the congregation at each regular church service for the two Sundays prior to the meeting, and an exact copy of the proposed amendment has been mailed to all members and has been conspicuously posted on two Sundays immediately preceding the meeting, and further that such amendments are in conformity with the BOCO and the doctrinal standards of faith as declared by the PCA.