

NORTHMONT UNITED PRESBYTERIAN CHURCH

BY-LAWS OF THE CONGREGATION (ECCLESIASTICAL AND CORPORATE)

PREAMBLE:

Realizing that the great ends of the Church are the proclamation of the Gospel for Salvation of men, the shelter, nurture, and Holy Fellowship of the children of God, the maintenance of Divine Worship, the preservation of the Truth and appointments of true religion, the promotion of social righteousness, and the exhibition of the Kingdom of Heaven to the world; and

Realizing the need of a more orderly and better defined procedure in the affairs of the congregation: therefore we, the members of the Northmont United Presbyterian Church, do hereby ordain and establish this, our Constitution and By-Laws, praying that God will graciously multiply and prosper us to the praise of His great name.

ARTICLE 1 Authority of By-Laws

The Northmont United Presbyterian Church being a particular congregation of the Presbyterian Church (U.S.A.) recognizes that the Constitution of said Church is, in all its provisions, obligatory upon it and its members.

ARTICLE 2 Members of the Congregation

The members of the congregation shall be active church members, inactive church members, and affiliate church members as defined by the usages and rules of the Presbyterian Church (U.S.A.).

ARTICLE 3 Eligible Voters

All active members of the congregation are eligible to vote on matters coming before both the ecclesiastical and corporation meetings of the congregation, whether stated or special. Voting by proxy and cumulative voting are not allowed.

ARTICLE 4
Public Notice

Public notice of the time, place, and purpose of all meetings of the congregation shall be given from the pulpit on the two Sundays preceding the meeting providing the second notice is given not less than twenty-four (24) hours before the meeting.

ARTICLE 5
Prayer

All meetings shall be opened and closed with prayer.

ARTICLE 6
Meetings of the Congregation

Meetings of the congregation shall be construed to include the separate ecclesiastical meeting and the separate corporation meeting.

The meetings of the congregation shall be held in the church edifice or such other place as the Session shall designate.

There shall be an annual meeting of the congregation on the last Sunday of January for the purpose of electing officers and for the transaction of any business properly coming before the meeting.

ARTICLE 7
Special Meetings

Special meetings of the congregation may be called by the Session or the Presbytery. Such a call shall state clearly the purpose of and place for the special meeting, and no other matter save that specified in the call may be considered.

ARTICLE 8
Quorum

A quorum shall consist of the moderator, secretary, and 10% of the voters. In the event a quorum is not present, the meeting shall be adjourned in order that an opportunity be given for a quorum to assemble. If a quorum is not present when the meeting is reconvened, the members who are in attendance although less than a quorum shall constitute a quorum.

ARTICLE 9 Presiding Officers

The pastor shall preside as moderator at all ecclesiastical meetings of the congregation and of the Session. If the pulpit of the church is vacant or if the pastor and the Session agree that the subject to be discussed requires it, or if the pastor is ill or is otherwise unable to be present, a minister of Pittsburgh Presbytery shall be invited by the Session to preside. Session shall consult with the Committee on Ministry of Pittsburgh Presbytery before extending this invitation.

The president of the Board of Trustees shall preside during consideration of corporate matters, church budget, and the election as trustees, those elders elected at the ecclesiastical meeting.

Should the board wish to relinquish this responsibility for the parliamentary procedure of a meeting, it may with the person's consent, nominate a person to the congregation for election as presiding chairperson of that particular meeting.

ARTICLE 10 Secretary

The clerk of the Session shall be secretary of the meetings of the congregation. If the clerk cannot attend, the Session, through the moderator, shall designate a secretary in place of the clerk.

ARTICLE 11 Session

There shall be a Session consisting of the pastor and twelve (12) elders divided into three equal classes, one class of which shall be elected each year at the annual meeting of the congregation for a three-year term. No elder shall be elected to the Session for a term of more than three years. An elder having been elected to the Session for consecutive terms aggregating six years shall be ineligible to serve thereon for a further term until at least one year has lapsed from the expiration of the last term for which the person was elected.

The Session shall perform all the duties required by the Form of Government of the Presbyterian Church (U.S.A.).

The Session shall elect from among its members a clerk of Session, an assistant clerk, and a Session fund treasurer.

ARTICLE 12

Board of Trustees

The members of the Board of Trustees shall be one and the same as the elders of the Session, except when an elder is or remains under the age of eighteen years, that elder may not, by reason of the law of the Commonwealth of Pennsylvania, be a member of the Board of Trustees.

The Board of Trustees shall perform all the duties required by the Form of Government of the Presbyterian Church (U.S.A.) and authorized by the laws of the Commonwealth of Pennsylvania.

The Board of Trustees shall elect from among its members a president, vice president, and such other officers as may be required or deemed appropriate. The clerk of Session shall be secretary of the Board of Trustees. The Board of Trustees may elect a church treasurer, assistant church treasurer, and financial secretaries who may or may not be members of the Board of Trustees and who may be salaried.

ARTICLE 13

Board of Deacons

There shall be eighteen (18) deacons divided into three equal classes, one class of which shall be elected each year at the annual meeting of the congregation for a three-year term. No deacon shall be elected to the Board of Deacons for a term of more than three years. A deacon having been elected to the Board of Deacons for consecutive terms aggregating six years shall be ineligible to serve thereon for a further term until at least one year has lapsed from the expiration of the last term for which the person was elected.

The Board of Deacons shall perform all the duties required by the Form of Government of the Presbyterian Church (U.S.A.).

The Board of Deacons shall elect a moderator from among its members. The Board of Deacons also may elect from among its members a vice moderator, a secretary, and a treasurer.

ARTICLE 14

Vacancies

Vacancies on the Session and the Board of Deacons shall be filled at a special meeting of the congregation or at the next stated meeting of the congregation, as the Session may determine.

ARTICLE 15

Nominating Committee

There shall be a representative Nominating Committee chosen annually in accordance with the Form of Government of the Presbyterian Church (U.S.A.).

The Nominating Committee shall be selected in accordance with the Form of Government, Chapter XIV of the Constitution. The Nominating Committee shall normally be composed of at least seven people: two currently serving elders appointed by the Moderator, one to be Chairperson, one Deacon appointed by the Deacon's Moderator, and at least 4 members of the congregation. The congregation members shall be nominated by the Nominating Committee; they may not be a member of the current Nominating Committee or a serving elder or deacon; they will be elected at the annual congregational meeting to serve for a one year term; they are ineligible for re-election until one year has expired after the end of their service. Annually, the Session will recommend to the congregation the size and composition of the Nominating Committee. The pastor shall be an ex-officio member of the committee.

The Committee shall bring to the stated meetings of the congregation, or to any special meeting to fill vacancies, nominations of one eligible person only for each office to be filled. Additional nominations of qualified persons may be made from the floor by any member of the congregation eligible to vote in the election to be held.

ARTICLE 16

Audit

In accordance with the principles of the Presbyterian Church (U.S.A.) and in the interest of good order, there shall be a yearly audit of all church financial records.

ARTICLE 17

Organization Reports

All boards, committees, and organizations of the church shall make an annual report to the Session, which shall consist of a president's or chairperson's report and a treasurer's report. All reports shall be included in a printed report for presentation at the annual congregational meeting.

ARTICLE 18

Rules of Order

Meetings shall be conducted in accordance with the General Rules for Judicatories adopted by the General Assembly of the Presbyterian Church (U.S.A.), so far as they apply, and when they do not apply, according to Robert's Rules of Order, Newly Revised. Any business may be conducted (except amendment of these By-Laws) by a majority

vote of those eligible voters present at the meeting of the congregation and eligible to vote on the item of business.

ARTICLE 19 Amendments

These By-Laws may be amended, subject to the charter of the corporation, the laws of the Commonwealth of Pennsylvania, and the Constitution of the Presbyterian Church (U.S.A.), at any annual meeting or special meeting of the congregation by a two-thirds vote of the voters present provided that a full reading from the pulpit on the two Sundays preceding the congregational meeting, providing the second notice is given not less than twenty-four hours before the meeting, of the proposed changes or a printed distribution of the same to all active members of the congregation at least one week prior to the meeting shall have been made in connection with the call of the meeting.

These By-Laws or the charter of this corporation may not be amended contrary to or so as not to include the provision of the Constitution of the Presbyterian Church (U.S.A.) and the laws of the Commonwealth of Pennsylvania applicable thereto.

January 1987
BYLAWS amended January 2009