

By-Laws of the Presbytery of Florida, Inc.



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TABLE OF CONTENTS

<u>Article I: The Presbytery</u>	<u>Page 1</u>
<u>Article II: Object</u>	<u>Page 1</u>
<u>Article III: Membership</u>	<u>Page 1</u>
<u>Article IV: Government.....</u>	<u>Page 2</u>
<u>Article V: Officers of Presbytery.....</u>	<u>Page 2</u>
<u>Article VI: Meetings.....</u>	<u>Page 3</u>
<u>Article VII: Ministry Coordinating Council</u>	<u>Page 3</u>
<u>Article VIII: Trustees</u>	<u>Page 4</u>
<u>Article IX: Standing Ministries</u>	<u>Page 4</u>
<u>Article X: Special Committees and Commissions.....</u>	<u>Page 4</u>
<u>Article XI: Judicial Process.....</u>	<u>Page 4</u>
<u>Article XII: Staff</u>	<u>Page 5</u>
<u>Article XIII: Amendments.....</u>	<u>Page 5</u>
<u>Article XIV: Special Rules of Order</u>	<u>Page 5</u>

BY-LAWS OF THE PRESBYTERY OF FLORIDA

ARTICLE

2 ARTICLE I: THE PRESBYTERY~~THE PRESBYTERY~~

3 The name of this governing body is the Presbytery of Florida, Inc.

4 The Presbytery of Florida, Inc. shall consist of all congregations governed by the Constitution of the
5 Presbyterian Church (U.S.A.) which are located in the counties of Escambia, Santa Rosa, Okaloosa,
6 Walton, Washington, Bay, Jackson, Calhoun, Liberty, Gulf, Gadsden, Leon, Wakulla, Jefferson,
7 Madison, Holmes, and Franklin, all in the State of Florida.

8 The Presbytery of Florida, Inc. is a presbytery of the Synod of South Atlantic of the Presbyterian
9 Church
(~~USA~~;U.S.A.).

10 The ~~P~~presbytery was incorporated under the laws of the State of Florida in 1986.

ARTICLE

44 ARTICLE II: OBJECT~~OBJECTIVE~~

12 "The presbytery is responsible for the government of the church throughout its district, and for
13 assisting
14 and supporting the witness of congregations to the sovereign activity of God in the world, so that all
15 congregations become communities of faith, hope, love, and witness." (Book of Order, G-3.0301)

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45 ARTICLE III: MEMBERSHIP~~MEMBERSHIP~~

46 The membership of the council (presbytery) shall consist of all congregations of the Presbyterian
Church (U.S.A.) located within the geographical bounds defined by the General Assembly of the
Presbyterian Church (U.S.A.), and all Ministers of Word and Sacrament who are continuing members of
the presbytery or actively serving in one or more churches in the presbytery.

17 ~~(U.S.A.) located within the geographical bounds defined by~~
18 ~~the General Assembly of the Presbyterian~~
19 ~~Church (U.S.A.), and all Ministers of Word and Sacrament~~
20 ~~who are continuing members of the~~
21 ~~Presbytery or actively serving in one or more churches in~~
22 ~~the presbytery.~~

20 1. In addition, each elder elected moderator or other
21 officer of the presbytery, each elder
22 elected as a member of the Ministry Coordinating and
23 Planning Commission (CPC~~Council (MCC)~~ of the
24 presbytery, and each
25 elder elected as general presbyter or associate presbyter
(when applicable), and exempt staff (when
applicable) shall be enrolled as a member of presbytery for the term of his or her office, whether or
not commissioned by his or her session.

~~commissioned by his or her session.~~

25 2. Commissioner Representation

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26 Each congregation within the presbytery shall be entitled to one elder commissioner.

1. Congregations with membership over 500 shall be entitled to two elder commissioners.

~~27 Congregations with membership over 500 shall be represented as follows:~~

2. ~~28 501-1000: 2 elders 1501-2000: 4 elders~~

~~1001-1500:~~

~~29 3 elders 2001-2500: 5 elders~~

~~30 3.~~ In determining the parity, those retired ministers who are serving on presbytery ~~committees~~ministries, on the

~~31~~ pulpit supply list or otherwise actively engaged in the activities of the presbytery will be considered "active members" for the purposes of parity.

~~32 "active members" for the purposes of parity.~~

4. 4. When the number of resident Ministers of Word and Sacrament entitled to vote in the presbytery is

~~34~~ greater than the number of elders so entitled, the presbytery shall have a mechanism in place to create parity annually by paying special attention to the concerns of Book of Order (G-3.0103).

~~35 parity annually by paying special attention to the concerns of Book of Order (G-3.0103).~~

ARTICLE

ARTICLE IV: GOVERNMENT

6. The government of the Presbytery of Florida shall conform to the *Book of Order* of the Presbyterian Church (U.S.A.).

2. The rules contained in the current edition of *Robert's Rules of Order, Newly Revised* shall be the rules of parliamentary order for the guidance of the Presbytery of Florida in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the presbytery may adopt.

3. A Manual of Operations (Manual) shall be adopted which establishes the organizational structure of the presbytery for its ministry and mission.

4. Commissioned Ruling Elders (CREs) (G-2.1001) assigned to temporary pastoral relations with a particular congregation shall be seated with voice and vote at all presbytery meetings.

5. Certified Christian Educators/Certified Associate Christian Educators and all other persons employed as Christian educators by churches in the Presbytery of Florida who have at least a B.A. in Christian Education or in a related field, and/or five or more years paid church related Christian Education experience currently employed within a Presbyterian congregation(s) within the bounds of the Presbytery of Florida shall be seated with voice at all presbytery meetings. Any of the above who are elders shall be seated with voice and vote at all presbytery meetings (G-2.1103).

6 3. Persons in Certified Church Service (G-2.1102) employed by the presbytery or by any of its member congregations, and past moderators of presbytery may be seated with privileges of the floor at all meetings of the presbytery.

7. The Presbyterian Women Moderator, the Vice-Moderator, and Youth Council members shall have voice on the floor of presbytery.
8. Floor privileges do not include the right to vote or to make motions. Visitors may be accorded the privilege of the floor when the council (presbytery) so desires.

ARTICLE V: OFFICERS OF PRESBYTERY

ARTICLE V: OFFICERS OF PRESBYTERY

1. The officers of presbytery shall be a moderator, a vice moderator, a stated clerk, and a treasurer. No one individual shall be elected to serve in more than one office at the same time.
2. A moderator shall be elected at each fall meeting of the presbytery for a term of one year ~~and shall hold office until a successor is elected~~. The installation shall occur at the winter meeting of the presbytery. The moderator shall perform such duties as are prescribed by the *Book of Order* and such other duties applicable to the office by the bylaws and Manual of Operations, but he/she may delegate these duties to another person temporarily. Upon completion of the term as moderator, he/she shall serve as chair of the Ministry Coordinating and Planning Commission (CPC Council (MCC)).
3. The vice moderator shall be elected at each ~~fall~~ summer meeting of the presbytery. The vice moderator shall serve as the individual who performs the duties of the moderator should the moderator be unable to fulfill his/her duties. The vice moderator shall attend the OGA moderator training.
- ~~4.~~ 4. The stated clerk (or co-stated clerks) or assistant clerk, as needed, shall be elected for three-year terms
by the presbytery upon nomination by the Committee on Presbytery Administration (CPA Ministry Coordinating Council (MCC)) at the fall meeting of presbytery. The term of office begins January 1st. See Manual of Operations for specific job responsibilities.
- ~~responsibilities.~~
5. The treasurer shall be elected for a three-year term by the presbytery upon nomination by the Committee on Presbytery Administration (CPA Ministry Coordinating Council (MCC)) at the fall meeting of presbytery. The term of office begins January 1st. See Manual of Operations for specific job responsibilities.

80 Assistants to the Officers

1. Assistant treasurer(s). In the exercise of his/her responsibilities the treasurer may recommend, for appointment by the MCPC, one or more persons to serve as assistant treasurer(s) with authority to sign checks and other instruments for the withdrawal or transfer of funds within such limits and on such accounts as the treasurer may specify. The assistant treasurer(s) shall be bonded in the same manner as the treasurer.

86—2. ___A parliamentarian shall assist the moderator in the orderly conduct of the business of the council

87—(presbytery). The parliamentarian is appointed by the moderator upon recommendation of the stated

88 _clerk.

ARTICLE~~ARTICLE~~ VI: *MEETINGS*~~MEETINGS~~

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90—1. ___The Presbytery of Florida shall hold stated meetings at least ~~twice~~four times each year, (a Winter meeting, Spring meeting, Summer meeting, and Fall meeting) giving strong consideration to evenly distributing meeting locations throughout the geographic bounds of the presbytery, shall meet at the

91—_direction of synod, and may call special meetings, in accordance with the Manual of Operations
92 _Section VIII and ~~(G-3.0304).~~

93—2. ___A quorum of the presbytery shall be ten ~~M~~inministers of Word and Sacrament and ten elders, representing

94 _at least ten member congregations.

95—3.-___For conducting urgent or time-sensitive business between meetings, the Presbytery of Florida

96—_authorizes its ~~committees~~ministries and commissions to conduct meetings by means of conference telephone, video, or

97—_by any means of communication by which all persons participating in the meeting are able to hear one

98—_another, and such participation shall constitute presence in person at the meeting. The notice of

99—_electronic meeting must be sent a reasonable amount of time prior to the meeting and must provide

400 _instructions for participation in the meeting.

404 *ARTICLE*~~ARTICLE~~ VII: *MINISTRY COORDINATING and Planning Commission* (~~CPC~~COUNCIL ~~(MCC)~~)

402—The Ministry Coordinating and Planning Commission~~Council~~ shall be granted commission authority by the presbytery and have general supervision of the affairs of the

403 _presbytery between its stated sessions. It shall perform such duties as are specified in the bylaws and Manual of Operations. The MCC will be composed of the current moderator, past moderator (serving as chair of the MCC), vice moderator, moderators or vice-moderators of the presbytery ministries. The stated clerk, general presbyter, and treasurer shall each serve as ex officio members, who shall have voice without vote.

Manual of Operations.

ARTICLE VIII: TRUSTEES

104—The ~~CPC will be composed~~members of the ~~current moderator, past moderator (serving as~~
105 ~~chair of the CPC), vice moderator, and chairs of the presbytery committees. The stated clerk,~~
general
106 ~~presbyter and treasurer shall each serve as ex officio members, who shall have voice without~~
vote.

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~~108~~ ARTICLE VIII: TRUSTEES

109—~~The members of the~~Ministry Coordinating ~~and Planning Commission (CPC)~~Council who are
Ministers of Word and

110—Sacrament or ~~elders~~Ruling Elders shall serve as the Trustees of the Presbytery of Florida, Inc.
The Board of Trustees

111—shall have such powers as given in the Articles of Incorporation.

112—Each Trustee, Director, and Officer of the Corporation now serving and hereafter serving as
such may be

113—indemnified by the Corporation by reason of the fact that he/she is or was a director, trustee,
officer,

114—employee, or agent of the Corporation or is or was serving at the request of the Corporation as a
trustee,

115—director, officer, employee, or agent of another Corporation, partnership, joint venture, trust or
other

116 enterprise against all claims and liabilities to the full extent provided by the laws of the State of
Florida as amended from time to time.

~~117—amended from time to time.~~

ARTICLE

418 ARTICLE IX: ~~STANDING COMMITTEES~~STANDING MINISTRIES

419 The presbytery shall establish such standing ~~committees~~ministries as are necessary to advance its
mission and

420 purpose. These standing ~~committees~~ministries shall be named, and composition and manner of
selection described,

421 along with their responsibilities, in the Manual of Operations.

~~422~~ ARTICLE X: SPECIAL COMMITTEES AND COMMISSIONS

ARTICLE X: SPECIAL COMMITTEES AND COMMISSIONS

423 Special committees and commissions shall be appointed in accordance with the following provisions:

424—**Investigating Committees:** When an accusation against an individual under the authority of the
425 Presbytery of Florida is received by the stated clerk, the stated clerk will notify the presbytery
moderator who, in consultation with the stated clerk and the general presbyter, shall appoint an
investigating committee (Book of Order, Rules of Discipline D-10.0200) (or Book of Order, Church
Discipline D-3.0102). If the moderator is unable or unwilling to make appointments, the vice moderator
shall designate the committee. Names of the investigating committee shall be given to the presbytery at its
next meeting.

~~126—who, in consultation with the stated clerk and the general presbyter, shall appoint an~~
investigating

~~127—committee (D-10.0200). If the moderator is unable or unwilling to make appointments, the vice~~

~~128 moderator shall designate the committee. Names of the investigating committee shall be given to the~~
~~129 presbytery at its next meeting.~~

~~130 **Committee of Counsel:** When the stated clerk receives a complaint (Rules of Discipline D-6.0102; D-6.0202) (or Church Discipline D-4.0202), the stated~~
~~131 clerk shall notify the presbytery moderator who, in consultation with the stated clerk and~~
~~132 general~~
~~133 presbyter, shall appoint three members to serve as a committee of counsel (Rules of Discipline D-6.0302).~~
~~134 If the moderator is unable or unwilling to make the appointments, the vice moderator shall appoint the committee (Church Discipline D-6.0302a)-4.0204.~~
~~135 If the moderator is unable or unwilling to make the appointments, the vice moderator shall appoint the committee.~~
Names of the members of the Committee of Counsel shall be given to the presbytery at its next meeting.

~~136 **Administrative Commission:** If the Committee on Ministry (COM) a ministry of the presbytery deems it wise for~~
~~137 an administrative commission to be appointed, ~~they~~ the ministry moderator shall, after~~
~~138 consultation with the moderator, stated~~
~~139 clerk, and general presbyter, recommend such a commission for the presbytery's approval. The~~
~~140 purpose~~
~~141 and power of such a commission shall also be recommended to the presbytery. (G-3.0109; G-3.0109b).~~

~~142~~ From time to time a particular committee ministry may be given commission authority.

ARTICLE

~~143~~ ARTICLE XI: JUDICIAL PROCESS

~~144~~ There shall be a permanent judicial commission of the presbytery which shall fulfill the requirements of
~~145~~ the Book of Order (Rules of Discipline D-5.0000) (or Church Discipline D-3.0101). The commission shall consist of nine members in three classes serving
~~146~~ six-year terms, elected by the presbytery upon recommendation by the nominating committee in alternate
~~147~~ years as provided in Book of Order (D-5.0102). The moderator, stated clerk, or any member of the staff
~~148~~ of the presbytery or the staff of any of its entities shall not serve on the permanent judicial commission. (Rules of Discipline D-5.0105) (or Church Discipline D-3.0203b).
~~149~~ (D-5.0105).

~~150~~ ARTICLE XII: STAFF

~~151~~ Presbytery may employ staff as is required by the mission of the body in accordance with the principles of unity in diversity (F-1.0403), (G-3.0110)
~~152~~ of unity in diversity (F-1.0403), (G-3.0110)

~~ARTICLE~~

ARTICLE XIII: AMENDMENTS

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1. Amendments to the bylaws will be made by the presbytery in a regular stated meeting or a special meeting. The amendments shall be distributed in writing ten (10) days prior to the meeting.
1. Approval shall require a two-thirds vote.
- 2.
2. Proposed amendments shall be submitted to the stated clerk for counsel and review and posted on the presbytery website.
- 3.
3. No rule or policy shall be adopted that is contrary to these bylaws or the *Book of Order* of the Presbyterian Church (U.S.A.).

~~ARTICLE~~ ARTICLE XIV: SPECIAL RULES OF ORDER

1. Special rules of order will be provided for in the Manual of Operations.
- 2.
- To suspend a special rule of order shall require a three-fourths vote of the members present and voting at that time, and such suspension shall apply for that particular meeting only.
- 2.