

Revised bylaws: Citations to Book of Order 2011-2013

Bylaws Of The Presbytery of New Hope Corporation

**[Restated and adopted by a consecutive vote of the Presbytery. Effective October 20, 2012
[As authorized by Council, adapted to conform to new Form of Government
Adopted by Presbyterian Church (U.S.A.), 2011]**

These Restated Bylaws govern the affairs of the Presbytery of New Hope Corporation, a non-profit corporation organized under the laws of the State of North Carolina (the Corporation)..

PREAMBLE: The Mission Statement of the Presbytery of New Hope

The Presbytery of New Hope (“The Presbytery”) is a duly constituted council of the Presbyterian Church (U.S.A.) under G-3.03 of the Book of Order. It is comprised of a diverse group of congregations and ministers in northeastern North Carolina, bound together in servant-hood to Jesus Christ under the authority of the Word of God by the presence and power of the Holy Spirit in the traditions of the Presbyterian/Reformed faith and the Holy Christian Church. The Presbytery celebrates its rich diversity, strives through its oneness in Christ to accept the challenges arising from the differences, and affirms inclusiveness and ecumenism.

In response to God’s call in the life, death and resurrection of Jesus Christ, the mission of the Presbytery of New Hope is to enable local congregations, and the Presbytery as a whole, to function effectively as the Body of Christ by actively exploring, facilitating, equipping, and establishing appropriate ministries with the covenant community and beyond.

VISION STATEMENT:

God’s call:

We are called into being by God,

Bound together in servant-hood to our Lord Jesus Christ, and sustained by the power and presence of the Holy Spirit. The Triune God calls us into obedience through Scripture and guides us by the confessions of our Reformed faith.

Further, God calls us to celebrate our rich diversity, to strive through our oneness in Christ to accept the challenges arising from our differences, and to be inclusive and ecumenical.

Our Response:

In response to God’s call in Jesus Christ, our mission is to enable local congregations and Presbytery as a whole to function as the body of Christ.

We will explore, establish, and equip ministries within the covenant community of our Presbytery and beyond.

Through the vision we share,
The structures we employ,

and the priorities we advocate,
the Presbytery of New Hope will call forth, nurture,
and discipline faithful lay and ordained leaders
in the Presbytery and in local churches.

Moreover, the Presbytery will promote community
among its members and churches, facilitate dialogue,
and connect local churches to each other
and to the larger denomination.

Article I

1.1 Name: The name of the Corporation shall be
THE PRESBYTERY OF NEW HOPE CORPORATION.

1.2 Location: The Corporation’s principal office in North Carolina is located at 2022 McDonald Lane,
Raleigh, North Carolina 27608. The Corporation may have other offices, within the boundaries of
the Presbytery. The Presbytery may change the location of any office of the Corporation.

1.3 Purpose: The purposes for which the Corporation is formed are fully set in the Constitution of the
Presbyterian Church (USA) (as the same may be amended, established, made and declared by
the authority of the Presbyterian Church (USA) from time to time, hereinafter called the “PCUSA
Constitution). Citations herein are in Part II of the PCUSA Constitution, entitled the *Book of
Order*, including the *Great Ends of the Church* (see Book of Order, F-1.0304), and the articles of
incorporation of the Corporation.

1.4 Formation: The Corporation has been formed pursuant to the Presbyterian Church (U.S.A.) Constitution
(see Book of Order, G-4.0101). The Presbytery is a member of the Synod of Mid-Atlantic and
the Presbyterian Church (U.S.A.) and exists within the boundaries of each. The boundaries of
Presbytery are determined by the General Assembly of the Presbyterian Church (USA) and the
Synod of the Mid-Atlantic, and Presbytery’s constituents shall consist of all the ministers and
churches within those boundaries. The geographic boundaries shall include all of the Presbyterian
Church (U.S.A.) ministers and churches in the following counties of North Carolina:

Beaufort	Granville	Pamlico
Bertie	Greene	Pasquotank
Camden	Halifax	Perquimans
Chowan	Hertford	Person
Craven	Hyde	Pitt
Currituck	Johnston	Tyrrell
Dare	Lenoir	Vance
Durham	Martin	Wake
Edgecombe	Nash	Warren
Franklin	Northhampton	Washington
Gates	Orange	Wayne
		Wilson

- 1.5 Incorporation: The Presbytery of New Hope shall be incorporated as a not-for-profit corporation according to the laws of North Carolina. The Presbytery of New Hope and The Presbytery of New Hope Corporation, shall meet at the same time and place, and in the announcement of meeting, “The Presbytery of New Hope” shall designate both its functions.
- 1.6 Constitutional Basis: The Corporation, the Presbytery and all of the agencies of the Presbytery shall be governed by the Constitution of the Presbyterian Church (U.S.A.), the By-Laws and Manual of Operations of the Presbytery; and where none of these apply, by Robert’s Rules of Order Newly Revised (G-3.0105). No rule of Presbytery shall violate the provision of the Presbyterian Church (U.S.A.).

Article 2. Officers

- 2.1 Classification: The officers of the Corporation shall be the officers of the Presbytery, including the Moderator, Stated Clerk, the Treasurer and the Trustees.
- 2.2 Moderator: The Moderator of the Presbytery shall be elected at the October meeting of the Presbytery and installed for a one year term of service at the February meeting.
- 2.3 Vice Moderator: The Vice Moderator of the Presbytery shall be elected at the October meeting of the Presbytery for a one year term. In the absence of the Moderator, the Vice Moderator shall preside at the meetings of Presbytery. The Vice Moderator will serve as Moderator elect.
- 2.4 Stated Clerk: The Presbytery shall elect the Executive Presbyter to the office of Stated Clerk for a term of five years, concurrent with the terms of call as Executive Presbyter. The Stated Clerk of the Presbytery may succeed self in office.
- 2.6 Treasurer: The Treasurer shall be elected by the Presbytery to serve a term of four years. The Treasurer Of the Presbytery may succeed self.
- 2.7 Trustees: The Coordinating Body of the Presbytery (as defined by Article 4 herein) shall serve as the Trustees (i.e. Directors) of the Corporation.

ARTICLE 3: MEETINGS OF MEMBERS

(see Book of Order, G-3.0304)

- 3.1 Meetings: The Presbytery of New Hope meets in a stated meeting three times a year. Such meetings shall be held at locations determined by the Coordinating Body of the Presbytery. The Coordinating Body shall make an effort to hold meetings across the geographic breadth of the Presbytery. Both ecclesiastical and civil/corporate business may be conducted at the same meeting.
- 3.2 Special Meetings: Special meetings of the Presbytery may be called to conduct other business as may be proper for Presbytery consideration. The business to be transacted shall be limited to items specifically listed in the call for the meeting.

3.3 How Special Meetings are called:

Special Meetings of the Presbytery may be called:

1. By the Coordinating Body whenever it determines such a meeting is necessary,
2. By the Presbytery whenever it determines such a meeting is necessary, or
3. By the Moderator of the Presbytery when requested in writing by two teaching elders and two ruling elders, the ruling elders being of different churches,
4. At the direction of Synod (G-3.0304)

3.4 Notices: Public notice of any meeting of the Presbytery shall be given two weeks in advance. Notice for stated meetings may be in writing, sent electronically or by US Mail, or posted on the Presbytery's website. Notice for special meetings shall be in writing, sent electronically or by US Mail, addressed to the moderators and clerks of the churches' sessions and to all other teaching elder-members of the Presbytery and ruling elders who are members by virtue of office, and shall be sent not less than ten days in advance.

3.5 Quorum: A quorum of a meeting of the Presbytery shall be not less than three teaching elder members and the ruling elder members present, provided at least three churches are represented by ruling elders. The Presbytery by its own vote may fix a higher quorum.

3.6 Procedural Requirements: the meetings of Presbytery shall be conducted to conform to the procedural requirements and the provisions of the PCUSA Constitution (see *Book of Order* G-3.0105). In addition to those requirements and provisions, these Bylaws provide specific guidance for the Corporation. Roberts Rules of Order (Newly Revised) shall be used for parliamentary guidance. Meetings should be conducted in an orderly fashion with respect for the exchange of views and a high level of discernment among the teaching and ruling elder commissioners.

3.7 Proxy Voting: Voting of members by proxy is prohibited.

3.9 Elements of a Presbytery Meeting: The following elements comprise the agenda for a Presbytery Meeting. They include but not necessarily exclusive of:

1. Worship and the Celebration Sacraments
2. Report from the Executive Presbyter/Stated Clerk
3. Report from Coordinating Body
4. Report of Committee on Preparation for Ministry
5. Report of Committee on Ministry
6. Report from other Committees/Divisions
7. Examinations
8. Other Business

In addition, each Stated Meeting includes the following

February Meeting

- Vote on Amendments to *Book of Order*
- Annual Meeting of the Corporation

July Meeting

- Programmatic Meeting
- Present Challenge Budget

October Meeting

- Present Revised Budget

- Celebrate Sacrament of Our Lord's Supper
- Receive and vote on nominations for Moderator and Committee/
Division Members

3.0 Membership of Presbytery: Members

- Every teaching elder shall ordinarily be a member of the presbytery where his or her work is situated or of the presbytery where she or he resides. (G-3.0606)
- The Stated Clerk of the Presbytery shall assign additional ruling elder commissioners in the following way:
 - An additional ruling elder commissioner shall be assigned to each racial ethnic church.
 - All lay members of the Coordinating Body who are ruling elders shall be eligible.
 - All Certified Educators who are elders shall be eligible.
 - All Commissioned Lay Preachers serving churches shall be eligible
 - Churches with membership up to 400 will be given one commissioner
 - Churches with a membership in excess of 400 will be given the following number of commissioners:
 - 401-1000 members = 2 elders
 - 1001-1500 members = 3 elders
 - 1501-2000 members = 4 elders
 - 2001-3000 members = 5 elders
 - Beyond 3001 members, there shall be an additional elder representative for each 1,000 additional active members or major fraction thereof.
 - Additional assignments of commissioners will be given to churches having one elder on an alphabetical rotating basis.

Non-Voting Members

- Presbytery Staff
- Visitors

3.1 Business of the Meeting: The agenda and orders of the day will be developed and approved by the Coordinating Body of Presbytery in consultation with the Moderator and General Presbyter/Stated Clerk.

Article 4: Coordinating Body of Presbytery

4.1 Function: The Coordinating Body shall serve as the Presbytery's visioning agency and shall coordinate the mission and program of the Presbytery as provided in this Article 4. The Coordinating Body will annually review and evaluate Presbytery's mission and structure in the light of adopted priorities. The Coordinating Body will also:

- Demonstrate effective leadership through proposals and/or recommendations to the Presbytery, divisions, and committees regarding important issues/concerns, studies and/or considerations
- Prepare the Annual Report of Presbytery identifying the activities of Presbytery, Council and the Coordinating Body and its Committees. The Report will be available to all sessions in New Hope Presbytery.
- Handle matters referred to it by Presbytery

- Approve plans for Presbytery meetings, including worship, and prepares and distribute the docket prior to each meeting of the Presbytery
- Oversee personnel functions of the Presbytery through the Personnel Committee
- Recommends the annual mission budget of the Presbytery and necessary revisions, monitor budget revenues and expenditures, take corrective actions where appropriate and/or make recommendations to the Presbytery upon advice of the Finance and Property Committee; and
- Promote and assist with church clustering as needed.

4.2 Trustees for the Corporation: The Coordinating Body, as constituted in these Bylaws, shall be the Trustees for the Corporation. Upon the approval of the Presbytery, the Coordinating Body, may buy sell, mortgage, and lease property and will report such actions at the next stated meeting of the Presbytery

4.3 Membership: The membership of the Coordinating Body shall be comprised of the following (changed 10/28/2013)

- The moderator of Presbytery
- The Prior Year’s Moderator who shall serve as Chair
- The Vice Moderator
- Three classes of three comprising nine members of the Body.

4.4 Quorum: The quorum for the Coordinating Body shall be no fewer than a third of its voting members. The Coordinating Body may set the quorum at a higher number.

4.5 Meetings: Ordinarily , the Coordinating Body will meet every other month, beginning in January of each year. Both ecclesiastical business and civil business (i.e. Trustee business) may be conducted by the Coordinating Body at the same meeting. The Executive Committee will meet between Coordinating Body meetings as needed.

4.6 Electronic Meetings:

A principle of Presbyterian Government is that “decisions shall be reached in governing bodies by vote, following opportunity for discussion, and discernment and a majority shall govern” (see *Book of Order*, F-3.0205). These Bylaws make the following further provisions for meetings of the Coordinating Council:

1. Conference telephone or similar communications equipment by which all persons participating in the meeting can hear each other or
2. Another suitable electronic communications system, including videoconferencing technology
3. The Internet, but only if:
 - a. Each member entitled to participate in the meeting consents to the meeting being held by means of that system; and
 - b. The system provides access to the meeting in a manner or using a method by which each member participating in the meeting can communicate concurrently with every other participant. Members of the Presbytery, the Coordinating Body, Executive Committee or any Committee or Division of the Presbytery may participate in these meetings.

4.7 Additional Committees/Taskforces: As required and appropriate, the Coordinating Body will appoint additional committees to support the work of the Coordinating Body and Presbytery. These committees/taskforces will report directly to the Coordinating Body.

Article 5: Committees of Presbytery

4.8 Committee on Ministry (COM) is directed to fulfill functions outlined in the *Book of Order*, G-3.0307. The COM shall be composed of a Chairperson, Vice Chairperson, and members representing sub-committees of the committee.

- Leadership: The chairperson and vice-chairperson of the COM and the chairpersons and vice chairperson of its sub-committees shall be elected from within the committee's membership for a period of one year with the possibility for re-election in one-year increments not to exceed three years.
- Membership: COM shall be composed of ruling elders and teaching elders in approximately equal numbers, bearing in mind the principles of unity in diversity (*Book of Order*, F-1.0403)

4.9 Committee on Preparation for Ministry CPM: CPM is directed to fulfill functions outlined in the *Book of Order*, (G-3.0307).

- Leadership: The Chairperson and vice chairperson shall be elected from within the committee's membership by the Presbytery for a period of one year with the possibility for re-election in one-year increments not to exceed three years.
- Membership: CPM shall be composed of ruling elders and teaching elders in approximately equal numbers, bearing in mind the principles of unity in diversity (*Book of Order*, F-1.0403, G-3.0307).

5.0 Committee on Representation: The Presbytery shall elect a Committee on Representation in conformity with the *Book of Order* G-30103. In carrying out its function, this committee shall have the right to advocate to the Nominating Committee or to the Presbytery prior to election or approval of any nominees as provided in the *Book of Order*, G-3.0103.

5.1 Committee on Nominations: This committee fulfills the function outlined in the *Book of Order*, G3.0111. Members of this committee will be nominated annually by the Coordinating Body and elected by the Presbytery.

Annually the Nominating Committee shall submit to the Presbytery its nominations for Presbytery divisions/committees (except Committee on Nominations), and members of Council. It shall nominate Commissioners to Synod and General Assembly following the guidelines adopted by the Presbytery. When vacancies occur in any position elected by the Presbytery, the Committee on Nominations shall make every effort to nominate a replacement to the next stated meeting of the Presbytery.

5.2 Permanent Judicial Commission: (*Book of Order*, D-5.000) Presbytery shall elect a Permanent Judicial Commission composed of nine members and at no time no fewer than seven teaching elders and ruling elders in conformity with D-5.0101. In cases transmitted to the commission, the commission shall have the power prescribed by, and conduct all proceedings according to the

PCUSA Constitution and rules governing the procedure in such cases. Members of the commission shall be nominated to the Presbytery by the Nominating Committee.

The commission shall perform those duties directed by the *Book of Order, D-5.000*.

The Commission shall elect a moderator and a clerk from among the members of the commission.

The commission shall meet at the call of the moderator of the commission.

When any case has been transmitted to the commission, the Presbytery shall take no further action.

Article 6: A Presbytery Manual of Operations

(Book of Order, G-3.0106)

- 6.1 The Manual: A manual of operations shall establish rules for the interrelationship of Presbytery's various officers and agencies and for its internal operating procedures. The Coordinating Body shall be responsible for approving changes to the Manual of Operations. The Coordinating Body will report these changes to the next stated meeting of the Presbytery.
- 6.2 Amendments: The Manual of Operations may be amended by a majority vote of the Coordinating Body at any of its meetings.
- 6.3 Suspension: A specified portion of the Manual of Operations may be suspended for a particular meeting by a majority vote of members present and voting.

Article 7: Process for Amendment

These Bylaws may be amended by a two-thirds vote of members of Coordinating Body present and voting at a meeting, provided the proposed amendment has been published at the meeting previous to the one at which the vote takes place. Any changes in the Bylaws shall be presented to the Presbytery at the next stated meeting following the vote to change. The Presbytery may override that change by a two-thirds majority vote.

[end: Bylaws]