

**BYLAWS**

**OF**

**PRESBYTERY DE CRISTO**

- 1 Certified Approved
- 2 Stated Clerk
- 3 Presbytery Meeting –10/21/2017

10/21/2017

**PRESBYTERY DE CRISTO**

**BYLAWS OF PRESBYTERY DE CRISTO**

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**TABLE OF CONTENTS**

Article I	Relationships and Membership	3
Article II	Meetings	4
Article III	Officers	5
Article IV	Board of Trustees	6
Article V	Commissions and Committees	7
Article VI	Ecumenical & Interfaith Relations	9
Article VII	Special Rules	10
Article VIII	Policies of Presbytery, Trustees and Presbytery Commissions and Committees	11
Article IX	Parliamentary Authority	13
Article X	Amending the Bylaws and Amending the Manual of Operations	14

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**BYLAWS**

**PRESBYTERY DE CRISTO**

**Adopted January 30, 2016**

**Amended October 21, 2017**

**ARTICLE I**

**RELATIONSHIPS AND MEMBERSHIP**

1.01 Presbytery de Cristo is a council of the Presbyterian Church (U.S.A.), and part of the Synod of the Southwest.

1.02 This Presbytery is constituted under the Constitution of the Presbyterian Church (U.S.A.), and in all matters of government the said Constitution is the highest authority.

1.03 The Presbytery will consist of all teaching elders and an equal number of ruling elders in conformity to the Manual of Operations.

1.03.1 Ruling elders who are members of the Leadership Team, as defined in 5.05, for the tenure of their office shall be enrolled as members of Presbytery for the tenure of their office.

1.03.2 All ruling elder chairpersons of Presbytery standing commissions and committees shall be enrolled as members of Presbytery for the tenure of their office.

1.03.3 All Commissioned Ruling Elders, and all Certified Christian Educators who are Ruling Elders from congregations within the presbytery, shall have voice and vote at Presbytery gatherings and be counted as Ruling Elders for purpose of the teaching/ruling elder balancing formula.

1.03.4 Whenever the Presbytery Pastor serving the Grand Canyon and de Cristo Presbyteries is a member of de Cristo Presbytery by virtue of residence, the Presbytery Pastor shall also be an *ex officio* member of Grand Canyon Presbytery, with voice and vote.

1.03.5 Whenever the Associate Presbytery Pastor/Stated Clerk serving the Grand Canyon and de Cristo Presbyteries is a member of de Cristo by virtue of residence, the Stated Clerk/Associate shall also be an *ex officio* member of Grand Canyon Presbytery, with voice and vote.

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## ARTICLE II

### MEETINGS

2.01 The Presbytery will hold at least four stated meetings annually, at least one (1) of which will ordinarily be held outside the Tucson area, and one which will be an educational event annually:

- a. January – Annual Meeting
- b. April – the 2<sup>nd</sup> quarter meeting
- c. August Educational Event
- d. October – the 4<sup>th</sup> quarter meeting

2.02 Each Stated Presbytery meeting of the year will consist of the following essential components:

- a. Teaching of the Apostles (Polity, work of the church, orientations)
- b. Fellowship (Our life together, time to “connect”)
- c. Celebration of the Lord’s Supper
- d. Prayer (Worship)

The order and form of these essential components will be flexible.

2.03 The Presbytery Meeting Planning Team will be responsible for the coordination of the presbytery meetings. It will consist of the Moderator of Presbytery, Moderator-elect, immediate past Moderator of Presbytery, a representative from the hosting church, the Stated Clerk/Associate, and the Presbytery Pastor. The Planning Team’s meetings will be convened and moderated by the Presbytery Pastor.

2.04 Alternative Meetings – Electronic meetings of the Presbytery, its Commissions and Committees may be conducted at meetings at which, rather than all participating members being physically present in one room, some or all of the members communicate with the others through electronic means such as the internet or by telephone. Other rules for conducting electronic meetings may be established in the Manual of Operations.

2.05 The quorum for all Presbytery Meetings – The quorum of meetings of the Presbytery shall be eight teaching elder members and eight ruling elders present, provided that at least eight churches are represented by Ruling elders.

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**ARTICLE III**

**OFFICERS**

3.01 The officers of Presbytery will be: Moderator, Moderator-elect, Stated Clerk/Associate, and Treasurer.

3.01.1 The Moderator-elect will become Moderator upon installation at the January Annual meeting. At each October stated meeting a new moderator-elect will be nominated by the Nominating Committee for election by the Presbytery at the Annual Presbytery meeting.

3.01.2 Stated Clerk/Assoc. will be elected as Stated Clerk of the Presbytery for a period that is congruent with his/her employment contract.

3.01.3 The Treasurer of the Presbytery will be nominated by the Nominating Committee and will be elected for a term of three years and will not serve more than two consecutive terms.

3.02 Duties of the officers are provided in the Manual of Operations:

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**ARTICLE IV**

**BOARD OF TRUSTEES**

- 4.01 Board Composition – The voting members of The Leadership Team, as defined in 5.05, plus the treasurer, will comprise the Board of Trustees of Presbytery de Cristo.
- 4.02 Board Duties and Powers – The Board of Trustees has the power to elect its officers as may be required by the State of Arizona and the Presbytery de Cristo Articles of Incorporation.
- 4.03 This non-profit corporation, through its Board of Trustees, holds title to all real estate of the Presbytery, and is liable for all encumbrances on these assets as outlined in the *Book of Order* (G-4.02).
- 4.04 No church in Presbytery de Cristo will sell, mortgage, or otherwise encumber any of its real property, and will not acquire real property subject to encumbrance or conditions without written permission of the Presbytery transmitted by the Board of Trustees through the session of the particular church, according to the *Book of Order*.
- 4.05 Board Meetings – The Board of Trustees shall meet at least once a year and will report all of its actions to the Presbytery.

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## ARTICLE V

### COMMISSIONS AND COMMITTEES

- 5.01 Commissions and Committees of Presbytery de Cristo shall be governed by the *Book of Order*, the Bylaws, the Manual of Operations and Roberts Rules of Order Newly Revised, in that order.
- 5.02 Annual elections to Presbytery positions shall be held at the first meeting of the presbytery in the year. Service on Standing Commissions and Committees will begin at the conclusion of the annual meeting of presbytery except for the Moderator of the Presbytery who will be installed during the annual meeting.
- 5.03 Members of Ministries, Commissions, Committees, Standing Committees, and Special Committees (select or ad hoc) shall be elected to classes of teaching elders and ruling elders (or in the case of committees – members of congregations (G-3.0109)), in as close to equal in number as practicable, and may serve total terms to not exceed six consecutive years of service.
- 5.04 The quorum for Commissions and Committees shall be established by the Commissions and Committees, but in no case shall be less than a majority of its members except as noted in the *Book of Order* D-5.0204.

### ADMINISTRATION PERMANENT COMMISSIONS

- 5.05 Leadership Team - The Leadership Team functions as a commission and will be composed of twelve (12) members, to include the Moderator of Presbytery, Moderator-elect of Presbytery, and the Immediate past Moderator of Presbytery, and six other members – three ruling elders and three teaching elders representative of ministry commissions and committees including Presbyterian Woman; all with voice and vote. The Presbytery Pastor and Stated Clerk will serve ex-officio and have voice and vote as members of presbytery. The Presbytery Treasurer will serve ex-officio and have voice and no vote. The Presbytery Pastor will ordinarily serve as Moderator (chair) of the Leadership Team.
- 5.06 Permanent Judicial Commission - The Permanent Judicial Commission will function as a commission and be composed of seven members, ruling elders and teaching elders in numbers as nearly equal as practicable. No two members may come from the same congregation. The term of office will be six years.
- The Permanent Judicial Commission will be established in conformity to the Rules of Discipline. There will be no liaison from the Leadership Team.
- 5.07 Commission on Ministry - The Commission on Ministry will function as a commission and will be composed of sixteen members, eight ruling elders and eight teaching elders in numbers nearly equal as practicable, plus the liaison from the Leadership Team, serving with voice but without vote. The Presbytery Pastor and Stated Clerk will serve ex-officio with voice, but without vote.
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## PERMANENT COMMITTEES

- 1
- 2 5.08 Committee on Preparation for Ministry - The Committee on Preparation for  
3 Ministry will function as a committee and will be composed of ten members  
4 including ruling elders and teaching elders, in numbers as nearly equal as  
5 practicable, plus the liaison from the Leadership Team, serving with voice but  
6 without vote.
- 7 5.09 Administration Committee - The Administration Committee will function as a  
8 committee and will be composed of eight members, ruling elders and teaching  
9 elders, in numbers nearly equal as practicable, plus the liaison from Leadership  
10 Team, serving with voice but without vote, and the Treasurer who will serve ex-  
11 officio and have voice and vote. The Presbytery Pastor and Stated Clerk will  
12 serve ex-officio with voice, but without vote.
- 13
- 14 5.10 Mission Committee - The Mission Committee will function as a committee and  
15 be composed of nine members, ruling elders and teaching elders, in numbers as  
16 nearly equal as practicable, plus the liaison from the Leadership Team, serving  
17 with voice but without vote. One member of this ministry will be from  
18 Presbyterian Women.
- 19
- 20 5.11 Nominations Committee - The Nominating Committee will function as a  
21 committee and will be composed of nine members broadly representative of the  
22 churches of the presbytery, teaching elders, members of congregations, plus the  
23 liaison from the Leadership Team, serving with voice but without vote. This  
24 committee shall also function as the Committee on Representation. Nominees  
25 for this committee will be made by the Leadership Team.
- 26
- 27 5.12 This Paragraph deleted.
- 28

## OTHER COMMITTEES

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- 31 5.13 Special Committees – A Special (select or ad hoc) Committee is a committee  
32 appointed, as the need arises, to carry out a specific task. A Special Committee  
33 may not be appointed to perform a task that falls within the assigned functions  
34 of an existing Commission or Committee. Once a Special Committee reports to  
35 the assembly, it automatically ceases to exist.
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- 37 5.14 Other Standing Committees – There may be such other Standing Committees as  
38 the Presbytery may deem necessary to carry on the work of the Presbytery.
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**ARTICLE VI**

**ECUMENICAL AND INTERFAITH RELATIONS**

- 6.01 These Standing Rules affirm the ecumenical commitment stated in the *Book of Order G* – 5.01.
- 6.02 The Presbytery Stated Clerk will be the primary liaison to other agencies with which the Presbytery has relationships.
- 6.03 The Presbytery through its Leadership Team, will approve all ecumenical and interfaith agreements and will forward all such agreements to the Administration Commission to determine financial obligations.

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## ARTICLE VII

### SPECIAL RULES

7.01 Establishment of Temporary Administrative Commissions. Presbytery and Commission on Ministry (for Assumption of Original Jurisdiction) may establish temporary commissions as provided in G-3.0109b. Temporary presbytery administrative commissions shall consist of not fewer than seven members, composed of ruling and teaching elders in numbers as nearly equal as possible. Commissions established for the purpose of ordaining and installing a teaching elder in permanent pastoral relations may consist of only five members.

7.01.1 The quorum of the commission shall be established at the time of creation, but in no case shall be less than a majority of its members except as noted in the *Book of Order* D-5.0204..

7.01.2 Presbytery shall state specifically the scope of power given the commission and its charge at the time of creation.

7.01.3 Appointment of Temporary Administrative Commissions. Upon report of the Stated Clerk that the presbytery has established a Temporary Administrative Commission, any three of the following four (Moderator of Presbytery, Moderator-elect of Presbytery, Past Moderator of Presbytery, and Presbytery Pastor) in consultation with the Stated Clerk are authorized to appoint persons to serve on a Temporary Administrative Commission.

7.02 Appointment of Investigating Committee. Upon report of the Stated Clerk that a written statement of an alleged offense has been received, any three of the following four (Moderator of Presbytery, Moderator-elect of Presbytery, Past Moderator of Presbytery, and Presbytery Pastor) in consultation with the Stated Clerk are authorized to appoint persons to serve on an Investigating Committee in accordance with the provisions of the *Rules of Discipline, Book of Order* D-10.0201b.

7.03 In accordance with the approval of the Constitutional Amendments – 222<sup>nd</sup> General Assembly; 16-C.1, 16-C.2, 16-C.3, 16-C.4, 16-C.5, 16-C.6, 16-C.7, and 16-C.8, the Presbytery de Cristo modifies its Bylaws, Manual of Operations, policies, and Commission/Committee handbooks and forms as follows:

7.03.1 The title “Teaching Elder” shall mean “Minister of Word and Sacrament” wherever found in singular or plural.

7.03.2 The title “Commissioned Ruling Elder” shall mean “Commissioned Pastor” wherever found in singular or plural.

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3 **ARTICLE VIII**  
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5 **POLICIES OF PRESBYTERY, TRUSTEES, and PRESBYTERY COMMISSIONS and**  
6 **COMMITTEES**

7 8.01 Policies of Presbytery  
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9 8.01.1 Establishment of Policies. Presbytery may create policies establishing its  
10 procedures and governing its relations with other governing bodies of the  
11 Church, particular churches, ministers, members and other organizations and  
12 entities. All such policies shall be incorporated in the Manual of  
13 Operations.  
14

15 8.01.2 Amendment of Policies. Policies may be adopted, amended or stricken at  
16 any stated meeting of Presbytery by a two-thirds (2/3) vote of the members  
17 present, provided a fifty (50) day notice of the proposed changes has been  
18 given to the stated clerk in writing, and that copies of these proposed  
19 changes have been sent to teaching elders and clerks of session along with  
20 the call to the meeting at which they are to be voted on. All policies of  
21 Presbytery shall be filed with the Stated Clerk of Presbytery.  
22

23 8.01.3 Expiration of Policies. All policies of the Manual of Operations, including  
24 amendments, expire at the first Annual Meeting after a period of five years  
25 from the date of the most recent adoption of the full Manual, unless  
26 renewed.  
27

28 8.02 Policies of the Trustees  
29

30 8.02.1 Establishment of Policies. The Trustees may establish policies governing the  
31 purchase, sale, maintenance and use of the property of Presbytery and may  
32 establish procedures governing their relations with other Councils  
33 of the Church, particular churches, teaching elders, members and  
34 other organizations and entities.  
35

36 8.02.2 Amendment of Policies. Policies may be adopted, amended or stricken at  
37 any stated meeting of the Trustees by a two-thirds (2/3) vote of the  
38 members present, provided a fifty (50) day notice of the proposed changes  
39 has been given to the Secretary of the Trustees in writing, and that copies of  
40 these proposed changes have been sent to the stated clerk along with the  
41 call to the meeting at which they are to be voted on. All policies of the  
42 Trustees shall be filed with the Stated Clerk of Presbytery.  
43

44 8.02.3 Expiration of Policies. All policies of the Trustees shall expire at the first  
45 Annual Meeting after a period of five years from the date of original  
46 adoption unless renewed.  
47

48 8.03 Policies of Presbytery Commissions, Committees, and Teams.  
49

50 8.03.1 Establishment of Policies. Presbytery commissions, committees, and teams  
51 may determine their officers, procedures and processes for actions within  
52 their delegated spheres of responsibility. When such procedures and

1 processes are established, they shall be subject to review and approval by  
2 the Presbytery.

3  
4 8.03.2 Amendment of Policies. Policies may be adopted, amended or stricken at  
5 any stated meeting, as follows:

6  
7 8.03.2.1 A Presbytery commission, committee, or team may propose a new  
8 policy or changes to an existing policy by a two-thirds (2/3) vote of the  
9 members present, provided notice of the proposed changes has been given  
10 in writing to the members of the commission, committee, team or network  
11 and the Stated Clerk of Presbytery.

12  
13 8.03.2.2 Following adoption of the proposed policy by the Presbytery commission,  
14 committee, or team, the policy must be ratified by a vote of the members of  
15 Presbytery, provided notice of the proposed policy or change in policy has  
16 been given to the Stated Clerk of the Presbytery in writing and distributed  
17 with the call of the meeting at which the Presbytery will consider the  
18 proposed policy or change.

19  
20 8.03.2.3 All policies of Presbytery commissions, committees, or teams shall  
21 be filed with the Stated Clerk of Presbytery.

22  
23 8.03.2.4 Policies of Presbytery commissions, committees, or teams may be amended  
24 by Presbytery at any stated meeting.

25  
26 8.03.3 All policies of Presbytery commissions, committees, teams or networks shall  
27 expire at the first Annual Meeting after a period of five years from the date  
28 of original adoption unless renewed.

29  
30 8.04 Enforcement of Policies

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32 8.04.1 Enforcement of policies. No policy shall be enforced by or against any  
33 person, church or Council or instrument of Presbytery unless it is  
34 included in these bylaws or the Manual of Operations.

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**ARTICLE IX**

**PARLIAMENTARY AUTHORITY**

9.01 General Parliamentary Authority

9.01.1 Parliamentary Authority; Precedence of Authorities. The Presbytery de Cristo shall be governed by the *Book of Order*, the Bylaws, the Manual of Operations and Roberts Rules of Order Newly Revised, in that order.

9.02 Special Rules of Order

9.01.2 Special Rules of Order. The Presbytery may adopt, under the procedures set forth pursuant to Article X, special rules of order for the conduct of its business. The special rules of order shall be treated as regular Rules of Order and shall have the priority or privilege granted to equivalent rules pursuant to Roberts Rules of Order Newly Revised. The special rules of order shall be set forth in the Manual of Operations.

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3 **ARTICLE X**

4 **AMENDING THE BYLAWS AND AMENDING THE MANUAL OF OPERATIONS**

5 10.01 Amending the Bylaws

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7 10.01.1 Amending the Bylaws of Presbytery. The Bylaws may be added to or  
8 amended at any stated meeting of Presbytery by a three-fourths (3/4) vote of the  
9 members present, provided a fifty (50) day notice of the proposed changes has been  
10 given to the Stated Clerk in writing, and that copies of these proposed changes have  
11 been sent to teaching elders and clerks of session along with the call to the meeting at  
12 which they are to be voted on.  
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14 10.02 Amending the Manual of Operations

15  
16 10.02.1 Amending the Manual of Operations of Presbytery. The Manual of  
17 Operations may be added to or amended at any stated meeting of Presbytery by a  
18 majority vote of the members present, provided a fifty (50) day notice of the proposed  
19 changes has been given to the Stated Clerk in writing, and that copies of these proposed  
20 changes have been sent to teaching elders and clerks of session along with the call to  
21 the meeting at which they are to be voted on.  
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