

BYLAWS

OF

PRESBYTERY DE CRISTO

- 1 Certified Approved
- 2 Stated Clerk
- 3 Presbytery Meeting –10/21/2017
- 4 Recertified 10/4/2019

PRESBYTERY DE CRISTO

BYLAWS OF PRESBYTERY DE CRISTO

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1 **BYLAWS**

2 **PRESBYTERY DE CRISTO**

3 **Adopted January 30, 2016**

4 **Amended October 21, 2017**

5 **ARTICLE I**

6 **RELATIONSHIPS AND MEMBERSHIP**

- 7
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- 11
- 12 1.01 Presbytery de Cristo is a council of the Presbyterian Church (U.S.A.), and part
- 13 of the Synod of the Southwest.
- 14
- 15 1.02 This Presbytery is constituted under the Constitution of the Presbyterian Church
- 16 (U.S.A.), and in all matters of government the said Constitution is the highest
- 17 authority.
- 18
- 19 1.03 The Presbytery will consist of all teaching elders and an equal number of ruling
- 20 elders in conformity to the Manual of Operations.
- 21
- 22 1.03.1 Ruling elders who are members of the Leadership Team, as defined in 5.05, for
- 23 the tenure of their office shall be enrolled as members of Presbytery for the
- 24 tenure of their office.
- 25
- 26 1.03.2 All ruling elder chairpersons of Presbytery standing commissions and committees
- 27 shall be enrolled as members of Presbytery for the tenure of their office.
- 28
- 29 1.03.3 All Commissioned Ruling Elders, and all Certified Christian Educators who are
- 30 Ruling Elders from congregations within the presbytery, shall have voice and
- 31 vote at Presbytery gatherings and be counted as Ruling Elders for purpose of the
- 32 teaching/ruling elder balancing formula.
- 33
- 34 1.03.4 Whenever the Presbytery Pastor serving the Grand Canyon and de Cristo
- 35 Presbyteries is a member of de Cristo Presbytery by virtue of residence, the
- 36 Presbytery Pastor shall also be an *ex officio* member of Grand Canyon
- 37 Presbytery, with voice and vote.
- 38
- 39 1.03.5 Whenever the Associate Presbytery Pastor/Stated Clerk serving the Grand
- 40 Canyon and de Cristo Presbyteries is a member of de Cristo by virtue of
- 41 residence, the Stated Clerk/Associate shall also be an *ex officio* member of Grand
- 42 Canyon Presbytery, with voice and vote.
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ARTICLE II
MEETINGS

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5 2.01 The Presbytery will hold at least four stated meetings annually, at least one (1)
6 of which will ordinarily be held outside the Tucson area, and one which will be
7 an educational event annually:
8

- 9 a. January – Annual Meeting
10 b. April – the 2nd quarter meeting
11 c. August Educational Event
12 d. October – the 4th quarter meeting

13
14 2.02 Each Stated Presbytery meeting of the year will consist of the following essential
15 components:
16

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

21
22 The order and form of these essential components will be flexible.
23

24 2.03 The Presbytery Meeting Planning Team will be responsible for the coordination
25 of the presbytery meetings. It will consist of the Moderator of Presbytery,
26 Moderator-elect, immediate past Moderator of Presbytery, a representative
27 from the hosting church, the Stated Clerk/Associate, and the Presbytery Pastor.
28 The Planning Team’s meetings will be convened and moderated by the
29 Presbytery Pastor.
30

31 2.04 Alternative Meetings – Electronic meetings of the Presbytery, its Commissions
32 and Committees may be conducted at meetings at which, rather than all
33 participating members being physically present in one room, some or all of the
34 members communicate with the others through electronic means such as the
35 internet or by telephone. Other rules for conducting electronic meetings may
36 be established in the Manual of Operations.
37

38 2.05 The quorum for all Presbytery Meetings – The quorum of meetings of the
39 Presbytery shall be eight teaching elder members and eight ruling elders
40 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 – 222nd 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
8

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.

13
14 10.02 Amending the Manual of Operations

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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.