

PRESBYTERY OF BOISE BYLAWS**CHAPTER I****NAME, DEFINITION, and BOUNDS**

- 1.10 The corporate name is "The Presbytery of Boise."
- 1.20 The Presbytery of Boise is the ecclesiastical governing body affiliated with the Synod of the Pacific and the General Assembly of the Presbyterian Church (U.S.A), having original jurisdiction over all local churches and missions of the Presbyterian Church (U.S.A), within the bounds described below.
- 1.30 The bounds of the Presbytery comprise the Counties of Owyhee, Canyon, Ada, Elmore, Payette, Gem, Washington, Adams, Valley, and Boise in the State of Idaho; area surrounding Adrian and Ontario in Malheur County in the State of Oregon; and that part of the County of Elko in the State of Nevada that comprises the Duck Valley Reservation.
- 1.35 The relationship between the Presbytery and its churches is a collaborative relationship. The Presbytery has oversight of the churches with regard to the churches' conformity to the Book of Order of the PCUSA. The Presbytery is also expected to serve the churches by providing resources and skills that will enable the churches to better accomplish their mission. The churches-must provide the financial support and the service of talented church members.
- 1.40 The rules for governing bodies of the General Assembly of the Presbyterian Church (U.S.A.) so far as they apply to a Presbytery shall be the rules of the Presbytery of Boise. In addition the following Bylaws shall govern the proceedings of the Presbytery.
- 1.50 The fiscal year of the Presbytery shall be the calendar year.
- 1.60 In matters not governed by these Bylaws the Constitution of the Presbyterian Church (U.S.A) and the current edition of Robert's Rules of Order Newly Revised (RONR) shall govern the procedures of this Presbytery.
- 1.70 The executive body of the Presbytery is the Coordinating Council.
- 1.80 There is a Permanent Judicial Commission.

CHAPTER II**THE COORDINATING COUNCIL**

- 2.10 The work of the Presbytery shall be under the oversight of an executive body named the Coordinating Council. Its responsibilities shall be to recommend and assist the Presbytery in administering a strategic plan, including the development of plans for new churches; the coordination of all agencies needed for the work of the Presbytery, and the planning of the agenda of Presbytery meetings. The Coordinating Council of the Presbytery of Boise shall supervise and carry out such executive, promotional, and administrative duties as are referred to it by the Presbytery, a part of which shall be carried out through the Council Committees of Personnel and Budget and Finance.
- 2.20 The members of the Coordinating Council shall be the Moderator of the Coordinating Council, the Stated Clerk, the Moderator of the Presbytery, Vice-Moderator of the Presbytery, the chair of the Committee on Representation, the chair of the Presbytery Program Committee, the chair of the Committee on Ministry, the chair of the Mission Alliance Committee, the President of the Civil Corporation, the chair of the Budget and Finance Committee, the chair of the Personnel Committee, the chair of the Nominating Committee, and the Moderator of Presbyterian Women.
- 2.25 Presbytery membership shall be granted to any elder who is a member of the Coordinating Council.
- 2.30 The Coordinating Council shall serve as the Trustees of the Civil Corporation of the Presbytery of Boise.
- 2.40 The Coordinating Council shall nominate members of the Nominating Committee for election by the Presbytery.
- 2.60 The Coordinating Council may recommend to Presbytery the appointment of a recording clerk, as a compensated position, to assist the Stated Clerk as specified by the Personnel Committee.
- 2.70 The Coordinating Council shall meet at least four times during the calendar year.
- 2.80 The Coordinating Council shall encourage and review ecumenical commitment within the work of the Presbytery. (Book of Order, G-11.0103u.)

CHAPTER III**THE TASK GROUPS**

- 3.10 The services of the Presbytery may be provided by committees or task groups under the oversight of the Coordinating Council. A task group is a team of volunteers undertaking the task of providing a service for the Presbytery. Throughout its existence the work of a task group is subject to review by the Coordinating Council. When the task is accomplished the task group disbands.

CHAPTER IV

OFFICERS OF PRESBYTERY

- 4.10 The officers of the Presbytery shall be, Coordinating Council Moderator, Moderator of the Presbytery, Vice-Moderator of the Presbytery, Stated Clerk, Treasurer, and President of the Civil Corporation.
- 4.20 The Moderator of the Presbytery shall serve one calendar year following election, and shall perform the duties assigned to that office according to the Book of Order G-9.0202. The office shall be served alternately as nearly as possible by elders and ministers of the Word. The Moderator may appoint commissions of Presbytery.
- 4.30 The Vice-Moderator shall fulfill the duties of Moderator as delegated by the Moderator. Should a vacancy occur in the office of the Moderator, the Vice-Moderator shall succeed to the office for the duration of the term.
- 4.35 The Moderator and Vice-Moderator shall be nominated by the Nominating Committee for approval by the Presbytery. The ordinary progression will be for the Vice-Moderator to serve as Vice-Moderator of the Presbytery, then Moderator, then Moderator of Coordinating Council.
- 4.40 The Stated Clerk, Treasurer, and President of the Civil Corporation shall serve three-year terms.
- 4.50 The Stated Clerk shall be responsible for proper conduct of the office, according to the Book of Order, G-9.0203. The Stated Clerk shall be responsible for parliamentary procedures, and the interpretation of the Constitution of the PC(USA), for all correspondence and records, and for the minutes of the Presbytery at both Coordinating Council meetings and Presbytery meetings. The Stated Clerk shall examine the minutes and record books of all churches in the Presbytery. The Stated Clerk shall be the Secretary of the Civil Corporation. This officer shall receive compensation for services.
- 4.60 The Stated Clerk may appoint a person to serve as parliamentarian, subject to the approval of the Presbytery.
- 4.70 The Treasurer shall receive all Presbytery funds and disburse them at the direction of the Presbytery. Treasurer shall forward the proper apportionments to the General Assembly and the Synod of the Pacific. The Treasurer shall prepare and submit a financial statement concerning the financial condition of the Presbytery at each stated meeting and an annual financial statement at the first stated meeting of the calendar year.
- 4.80 The President of the Civil Corporation of the Presbytery of Boise (By-Laws Chapter IX) should be one who is familiar with civil law.

CHAPTER V

MEETINGS

- 5.10 Four Stated meetings of the Presbytery shall be held each year coming year shall be announced by the Coordinating Council at the last Stated Meeting of the year.
- 5.20 The handbook and docket shall be determined and arranged by the Coordinating Council and announced by the Stated Clerk at least ten days before the date of the meetings.
- 5.30 The Sacrament of the Lord's Supper may be celebrated at each meeting, and shall be celebrated at the first stated meeting of the calendar year.
- 5.50 Committees, the Coordinating Council, and commissions of Presbytery shall submit reports of their activities and request for actions to the Stated Clerk to be sent with the call and proposed docket of the Presbytery meetings.
- 5.60 Non-Budget Items: Any proposal for expenditure of money not previously budgeted shall be referred to the Coordinating Council.
- 5.61 The Moderator shall call a special meeting at the request, or with the concurrence, of two ministers and two elders, the elders being of different churches. Should the Moderator be unable to act, the Stated Clerk shall, under the same conditions, issue the call. If both Moderator and Stated Clerk are unable to act, any three ministers and three elders, the elders being of different churches, may call a special meeting. Notice of the special meeting shall be sent not less than ten days in advance to each minister and to the session of every church. The notice shall set out the purpose of the meeting, and no other business than that listed in the notice shall be transacted.
- 5.62 A quorum of the Presbytery shall be any three minister members and three elder members, provided that at least three churches are represented by elders.

CHAPTER VI

COMMITTEES OF PRESBYTERY

- 6.10 Committees of Presbytery
1. Committee on Ministry, which includes the Committee on Preparation for Ministry, shall be a minimum of six members.
 2. Committee on Representation – a minimum of two members.

3. Nominating Committee – A minimum of three members, nominated by the council and elected by the Presbytery.
 4. Mission Alliance Committee will include a member on the committee from each congregation
 5. Presbytery Program Committee – A minimum of six members.
 6. Budget and Finance Committee – A minimum of five members to include the chairperson of the Personnel and Mission Alliance Committees. Chairperson of this committee may serve as treasurer of the Presbytery.
 7. Personnel Committee – A minimum of three members.
- 6.20 Committee members and chairpersons shall be nominated by the Nominating Committee and elected by the Presbytery.
- 6.30 Committee members shall be elected in classes for three-year terms.
- 6.40 Committees shall consist of laypersons and ministers with at least one half the members being laypersons. (Book of Order, G-9.0501b)
- 6.50 Committees shall be responsible for submitting their budget requests for the coming year to the Budget and Finance Committee of the Coordinating Council prior to the third Stated Meeting of the Presbytery.
- 6.60 Committees shall report annually to the Nominating Committee their needs and recommendations for the new class to be nominated.
- 6.70 There shall be a joint annual meeting of the Nominating Committee and the Committee on Representation.

CHAPTER VII

PERMANENT JUDICIAL COMMISSION

- 7.10 There shall be a permanent Judicial Commission composed of a minimum of seven persons in accordance with all the provisions of the Book of Order D-5.0100.
- 7.20 Duties, power and all other characteristics of the Permanent Judicial Commission shall be those described in the Book of Order, D-5.0202.
- 7.30 Members of the Permanent Judicial Commission shall be elected in classes for six-year terms.
- 7.40 The Permanent Judicial Commission shall meet at least once a year for purposes of organization.

CHAPTER VIII

COMMISSIONERS TO GOVERNING BODIES

- 8.10 General Assembly (8.11-8.14)
- 8.11 Commissioners and alternates to the General Assembly shall be elected at the fourth Stated Meeting of the Presbytery the year prior to the General Assembly.
- 8.12 The Minister Commissioners and the alternate shall be nominated by the Nominating Committee from among those ministers who are members of the Presbytery, provided those persons have attended the majority of the stated meetings of the Presbytery during the preceding 12 months. The list shall not include inactive ministers. They shall ordinarily, but not necessarily, be those who have rendered the longest service since their last attendance as General Assembly commissioner.
- 8.13 The Elder Commissioner and the alternate shall be nominated to the Presbytery by the Nominating Committee. Those nominated shall be elders who have attended Presbytery and are familiar with the issues of the church.
- 8.14 The Youth Advisory Delegate and the alternate shall be nominated by the Nominating Committee and elected by the Presbytery. The youth delegate shall be between 17 and 22 years of age.
- 8.20 Synod (8.21-8.22)
- 8.21 Commissioners to Synod and alternates shall be nominated to the Presbytery by the Nominating Committee and elected in classes at the fourth Stated Meeting of the Presbytery, in compliance with the standing Rules of the Synod of the Pacific.
- 8.22 In electing Synod Commissioners the procedures for the election of General Assembly Commissioners shall be followed, except that Synod Commissioners are elected for three-year terms.
- 8.30 Presbytery
- 8.31 Commissioned Lay Pastors may have the right to voice and vote at Presbytery meetings (G-14.0801).

CHAPTER IX

INTER-PRESBYTERY AGENCIES

- 9.10 Camp Sawtooth Board of Directors (9.21-9.23)
- 9.11 Boise Presbytery shall be represented on the Board of Directors responsible for maintaining the program and facilities of the Camp Sawtooth.
- 9.12 The Nominating Committee shall nominate and the Presbytery shall elect annually at the fourth Stated Meeting two persons to serve on the Camp Sawtooth Board for three-year terms.

- 9.13 Presbytery representatives to the Camp Sawtooth Board shall be responsible for reporting annually to the Presbytery. Reports shall include a complete statement of programs, finances, and future plans.
- 9.14 Shared Ministry Board (9.31- 9.34)
- 9.15 Boise Presbytery shall be represented on the Shared Ministry Board that is responsible for the cooperative venture of the Presbyteries of Boise, Eastern Oregon and Kendall in lay leadership training and education. One person will serve on the Shared Ministry Board for a three-year term. Board members are eligible for re-election to a second term. A Board member shall not serve a consecutive term of more than six years.
- 9.16 The Shared Ministry Board shall have oversight of the Paul Kessell Resource Center.
- 9.17 Presbytery representatives to the Shared Ministry Board shall be responsible for reporting annually to the Presbytery. Reports shall include a complete statement of programs, finances and future plans.

**CHAPTER X
CIVIL CORPORATION**

- 10.10 There shall be a corporate body called The Presbytery of Boise, incorporated perpetually under the laws of the State of Idaho, authorized to do business in the States of Oregon and Nevada as a foreign corporation, and under these By-Laws, to include the ecclesiastical body known as the Presbytery of Boise.
- 10.20 There shall be a Board of Trustees (Board of Directors) of the Civil Corporation, which shall consist of the members of the Coordinating Council. The Stated Clerk of the Presbytery shall be the Secretary of the Civil Corporation. The Treasurer of the Presbytery shall be the Treasurer of the Civil Corporation. The President of the Civil Corporation shall be nominated by the Nominating Committee of Presbytery and elected by the Corporation's members for a three-year term at an annual meeting of the Civil Corporation. The Vice-President of the Corporation shall be the Moderator of the Coordinating Council.
- 10.30 The meeting of the Civil Corporation shall be held annually at the conclusion of the fourth Stated Meeting of the Presbytery.
- 10.40 The Board of Trustees of the Civil Corporation shall meet on call.
- 10.50 In accordance with the Book of Order, G-8.0500, the consent of Presbytery shall first be obtained in changing the location of church buildings; or if congregations wish to rent, encumber, or sell their real property.

**CHAPTER XI
AMENDMENTS**

- 11.10 These Bylaws shall supersede and invalidate all former Bylaws of this Presbytery.
- 11.20 These Bylaws shall be amended by the following process:
 1. Written notice of the proposed change shall be sent with the call to a stated meeting where it shall be presented, but not debated.
 2. Vote on the change shall take place at the following stated meeting.
 3. A two-thirds majority shall be required for adoption.