

First Christian-Presbyterian Church of Pryor: A Federated
Congregation of Disciples of Christ and Presbyterian U.S.A.

Church Bylaws

Yellow highlighted = items that will be omitted or rewritten

Blue highlighted = replacement or addition

Part 1: Responsibilities to the Denominations

- A. Delegates and alternates from the Christian Church (Disciples of Christ) and the Presbyterian Church (U.S.A.) shall be elected each year by the respective denominational memberships to represent the congregation at regular and special meetings of the two denominations. {will be replaced with the following: Shall be elected each year by the congregation to represent it at regular and special meetings of the two denominations.]
- B. The congregation shall regularly contribute toward the support of the two denominations represented by the federated congregation. Sincere effort shall be made to support financially the regular benevolent budgets of both denominations. Budgeted funds for denominational benevolences will be divided equally between the two denominations. Other projects for which contributions shall be solicited from the congregation shall be determined by the Board of Elders and Deacons. {remove of Elders and Deacons, period following the word "Board". }
- C. The federated congregation, either through its minister and/or other competent officer, shall make such reports to state or regional denominational authorities as may be required.
- D. The official year of the federated congregation shall be from January 1 through December 31.

Part 2: Privileges and responsibilities of members

A. Privileges

1. All members are entitled to a full share in the fellowship and the spiritual blessings of the church, and to the services of its minister, officials and other workers, as well as to the Christian sympathy and support of all members.
2. All members of this congregation are entitled to voice, vote, and hold office unless otherwise stated in the constitution or bylaws.

B. Responsibilities

It shall be the responsibility of all members to take an active part in the function of the church. This includes:

1. Help in the religious training of children
2. Attendance at worship services, committee meetings, and other church activities
3. Prayers for the welfare of the church and its people

4. Work in bringing in the unchurched
5. Financial and moral support of the church's program
6. The care for others in the church, community and the world.

Part 3: Congregational Meetings

- A. The annual meeting of the congregation shall be held in the month of January each year. At this time each committee will present a written report and a financial review. Due notice of the time and place of this meeting and all other congregational meetings shall be given to the membership by announcement from the pulpit on at least two occasions prior to the meeting.
- B. A congregational meeting in November shall be called by the Board of Elders and Deacons {remove} to elect new members to the Board and to hear and act upon the proposed budget for the coming year.
- C. Special congregational {add} meetings may be called by the Board of Elders and Deacons, {remove} the chair, or minister with the consent of a majority of the members of the Board. A meeting may also be called upon the written request of twenty (20) members of the church. The Board shall announce, within two weeks after the request has been received, the time, place and purpose of the special congregational meeting. Only such business that has been announced may be transacted at the meeting.

Part 4: The Board of Elders and Deacons {remove}

- A. The Board of Elders and Deacons {remove} shall be composed of a total of twenty-four (24){replace with eighteen (18)] members of the congregation. There will be twelve (12) elders {replace with: nine (9)]and twelve (12) deacons.{replace with: nine (9)] The term of office shall be three years, with terms so staggered that four elders and four deacons retire each year. {replace with: with terms so staggered that three elders and three deacons retire each year.] Board members serving a full term shall not succeed themselves, but may be elected after a one-year absence from the board. If a vacancy occurs, the Board shall recommend a member of the congregation for congregational vote to fill the unexpired term. Appointment to fill an unexpired term shall not be considered a full term. The Board of Elders and Deacons elected for 2007 will be an equal representation of both congregations. {replace with: Every attempt will be made to have equal members of both congregations represented on the Board.]
- B. The Board of Elders and Deacons {remove} shall transact the business of the church. It shall keep a complete and accurate record of the Board and congregational proceedings, be the custodian of all records, and report to the congregation regularly.

- C. The Board of Elders and Deacons {remove} shall, through its chair, appoint all standing committees {remove & replace with: Ministry Teams} as it may find necessary to effectively accomplish the work of the church. The chair and the minister will be ex-officio members of all committees {remove and replace with: Ministry Teams}.
- D. The Board of Elders and Deacons {remove} shall appoint a nominating committee {remove and replace with: Ministry Team} no later than the September meeting consisting of two members of the Board and three members of the congregation. The committee {remove and replace with: Ministry} shall report back to the Board prior to the November congregational meeting.
- E. New board members elected at the congregational meeting in November shall take office in January.
- F. The Board of Elders and Deacons {remove} shall meet monthly to transact the business of the Church. Special meetings can be called by the chairman, the minister or a majority of the Board.
- G. The organization of the Board of Elders and Deacons {remove} shall be as follows:
1. The chair will be elected at the first Board meeting of the newly formed congregation for a term of one year. It is the duty of the chair to preside at all meetings of the Board of Elders and Deacons {remove} and of the congregation, and perform all duties pertaining to this office. The chair is also empowered, with the treasurer, to sign all contracts, notes, vouchers, mortgages, deeds, and other conveyances in the name of the congregation. {add: when required by law}
 2. The chair-elect will be elected at the first Board meeting of each year. The chair-elect will serve as vice-chair for the first year and shall become chair in the following year. The chair-elect will preside at all meetings when the chair is absent and also when business pertaining to the chair and the administration is before the Board or congregation.
 3. The Clerk of the Board of Elders and Deacons {remove} shall keep a record of all transactions of the Board and congregational meetings, attend to all correspondence, and perform all duties which usually pertain to the office of clerk/secretary of any assembly. The Clerk shall be eligible to succeed him/herself. The Clerk will be appointed by the Board and will not necessarily be a current member of the Board.
 4. The Treasurer will be responsible for all oversight of financial matters. The Treasurer will provide a monthly financial statement to the Board of Elders and Deacons {remove} for the monthly meeting. The Treasurer will be authorized by the Board to make all payments

of salaries, bills and/or indebtedness incurred by the congregation. The Treasurer will make an annual report to the congregation. The Treasurer will be a member of the Finance **Committee** {replace with: **Ministry Team, add: and a voting member of Board, }** but will not necessarily be a current member of the Board. The Treasurer is to be appointed at the first Board meeting of the year and can succeed him/herself.

- H. The nominating **committee** {change to: **Ministry Team**} will present to the Board **of Elders and Deacons, {remove}** no later than the October Board meeting, a slate of candidates for the Board. Candidates must be members of the Federated congregation and profess a strong willingness to serve.

If the proposed slate is accepted by the Board it will be made public to the congregation at least two (2) weeks prior to the November congregational meeting. Once the slate is elected, an ordination ceremony will occur as directed by the minister during the month of December.

Part 5: The Minister

- A. The minister will be called for an indefinite period. In order to terminate the call, three months notice shall be given by either minister or congregation, unless by mutual consent (a Presbyterian minister must also have consent of the Presbytery).
- B. The duties of the minister will be as follows:
1. Lead and teach by Christian example.
 2. See that services are conducted on Sundays, holidays, and such other days as the worship **committee**{replace with: **ministry team**} may plan.
 3. Oversee the work of Christian education.
 4. Administer or direct the administration of the Sacraments.
 5. Visit the sick and comfort the distressed.
 6. Conduct marriages and funerals.
 7. Oversee the keeping of a complete record of baptisms, marriages and deaths.
 8. Make an annual report to the congregation and attend Board **of Elders and Deacons** {remove} meetings to make monthly reports.
 9. Attend denominational meetings as often as possible.
 10. Perform other duties as directed by the Board.
- C. It shall be the right of the minister to serve as an ex-officio member of the Board **of Elders and Deacons** {remove} and all auxiliary groups and **committees**{change to: **Ministry Teams**.
- D. No other minister shall perform any religious ceremony in the church without the consent of the duly called minister.

- E. The minister's salary shall be paid promptly in regular installments and shall be subject to the provisions of the contract between the minister and the congregation.
- F. Every effort will be made to alternate denominations when the pulpit becomes vacant.

Part 6: Standing **Committees** {replace with: Ministry Teams}

A. The Board of Elders and Deacons will oversee the following standing committees. Each committee will be chaired by one of the currently serving elders or deacons. {replace with: The Board will oversee the following Ministry Teams:

[The word Committee is to be removed and replaced with the word Ministry Team]

1. The Worship **committee** will work directly with the minister to carry out all religious services.
2. The Outreach **committee** will lead the congregation in its mission efforts whether locally, regionally or world-wide.
3. The Finance **committee** will be responsible for oversight of all funds and the preparation of the annual budget.
4. The Building and Grounds **committee** will be responsible for the upkeep of all property and to make recommendations concerning such to the Board of Elders and Deacons.
5. The Christian Education **committee** will oversee the Christian instruction of the congregation through Sunday School, Bible study and the like.
6. The Personnel **committee** will oversee the performance and welfare of all hired employees including the minister.
7. The Fellowship and Growth **committee** will direct and oversee activities that will stimulate members and visitors to be an active part of the congregation.
8. The Stewardship **committee** will direct the annual pledge drive within the congregation to raise the necessary funds to meet the annual budget.
9. The Nominating **committee** will provide a slate of officers to the Board and congregation annually {add: and recommend to the congregation replacements when vacancies occur to the Board.]
10. The Memorial Fund **committee** shall oversee the acceptance and disbursement of memorial gifts.
 {Combine No. 3 and 8, The Finance and Stewardship Ministries, replacing No. 3 with: The Finance and Stewardship Ministry Team will be responsible for the oversight of all funds, the preparation of

the annual budget, and the directing of the annual pledge drive to raise the necessary funds to meet the annual budget.]

- B. The Board of Elders and Deacons {remove} can create other temporary committees {replace with: Ministry Teams} as necessary. The Board can also restructure, add or delete standing committees {replace with: Ministry Teams} with the approval of the congregation at a congregational meeting.

Part 4- BG-3 Revised by order of the Congregation, February 24, 2008

Part 4- A Revised by order of the Congregation, _____

Parts 1- A; Part G-1, 3, 4; Part 6 A-3, 8, 9; Revised by order of the Congregation on _____