

# REDEEMER REFORMED PRESBYTERIAN CHURCH

## Presbyterian Church in America

Queensbury, NY 12804

### BYLAWS

#### ARTICLE 1 NAME

The name of this church shall be **Redeemer Reformed Presbyterian Church**, a member of the Presbyterian Church in America.

#### ARTICLE II PURPOSE

- Sec. 1.** The purpose of this church is to glorify God in, and through the spiritual nurture of His people (Col. 3:16) by worship, prayer, teaching, mutual encouragement, and proclamation of the gospel of Christ both locally and to the ends of the earth (Acts 1:18, Mt. 28:19)
- Sec. 2.** A statement of purpose, as adopted by the congregation, and amended from time to time, shall become an amplification and a detailed exposition of the previous section.

#### ARTICLE III MEMBERSHIP

##### Sec. 1. Communicant Members

Persons professing Jesus Christ as Savior and Lord, being baptized according to His command, may present themselves to the Session for membership. If, upon examination, the Session finds their confession credible, and if there is no contradiction through false doctrine or flagrant sin, such persons may be received by “confession of faith”, by “reaffirmation of faith” if they have been members of other evangelical churches, or by “letter of transfer” if they have been members of other

P.C.A. or North American Presbyterian and Reformed Council (NAPARC) congregations.

## **Sec. 2. Non-communicant Members**

Children of, or under the care of, communicant members who undertake to rear such children in the “nurture and admonition of the Lord”, and who strive to encourage them to receive Christ as both Savior and Lord for themselves, are to be enrolled as “non-communicant members”. Non-communicant members may not receive the Lord’s Supper or vote until they become communicant members for themselves.

## **Sec. 3. Associate Members**

Members of other evangelical churches, residing temporarily among us, who are active in the life of the congregation, and for whom worship and service in their home church is impractical by reasons of distance or other good reason, may be enrolled as “Associate Members” of the congregation. They need not cease to be communicant members of their home churches, and will have all the privileges of worship, fellowship, and service, except that they may not vote at congregational meetings, nor hold the office of elder or deacon in this congregation.

## **Sec. 4. Membership Responsibilities and Privileges**

- (a) Members of this congregation are to be subject to God’s Scripture as the inspired Word, the only infallible rule of faith and practice. They are to submit themselves to the governance and discipline of the Session of the church. They are to gather regularly each Lord’s day for worship, instruction, prayer, and mutual encouragement.
- (b) Having covenanted together to minister to one another’s spiritual and temporal needs, each member may expect to obtain assistance in spiritual growth, in the rearing of covenant children, and in finding and filling a place of ministry and service. All members are entitled to a warm and effectual ministry of Word and Sacrament, and the continuing prayers of fellow members.
- (c) It is required that severally and jointly we seek the purity, peace, and unity of the church.

## **ARTICLE IV OFFICERS**

### **Sec. 1. Elders**

- (a) A Session composed of Elders is the primary body for governing and discipline in this congregation. The Sessions is composed of ruling elders elected by, and teaching elders called by the congregation. These men shall be possessed of the spiritual characteristics set forth in 1 Timothy 3 and Titus 1. They must be ordained by the Sessions, or the Session of another P.C.A. or NAPARC church to serve as elders. Acting jointly or individually, this body is to diligently oversee the welfare of the flock committed to their care. Their duties, and responsibilities extend also to the church in general, where working in concert with other elders, they shall undertake the work of the larger church.

It belongs to the order of teaching elder, in addition to those functions and duties shared with ruling elders, to feed the flock by reading, expounding, and preaching the Word of God, and to administer the sacraments.

There shall be a parity of all teaching elders called to serve this congregation.

All teaching elders shall be voting members of the Session.

- (b) Acting individually, Elders shall visit the homes of the sick, instruct those ignorant of God's teaching, and care for the children of the church.
- (c) Acting in concert, the Session will exercise authority over the time and place of assembly, over the worship, prayer, music and singing when assembled. The Session is responsible for the regular administration of the ordinances of Baptism and the Lord's Supper, in accordance with both the Word of God, and the Directory of Worship of the Presbyterian Church in America.  
The Session will regulate all uses of the church and all associated buildings. The Session is to administer discipline in the congregation according to Scripture and the Book of Church Order of the Presbyterian Church in America.
- (d) The Session shall evaluate the work of the pastor(s) and present findings to the annual congregational meeting. In the absence of any pastor, the Session is responsible to see that the ministry of the Word and worship is continually provided. The Session will annually provide the congregation with a report of its own activities.
- (e) To insure orderly dispatch of its affairs, the Session will normally be moderated by a pastor, and shall elect from its members a Clerk of Session. No pastor being present, the Session may appoint from its number an elder to moderate the meeting.

The Clerk of Session will be responsible for keeping a record of the actions of both the Session and congregation. He shall maintain a record of membership, admissions, dismissions, deaths, baptisms, marriages, and ordinations performed. He shall be responsible for communications,

papers, records, and documents to or from the Session or congregation. He shall be responsible for submitting all required information or records and reports to other courts of the church in timely fashion. The Clerk of Session shall normally act as clerk for any congregational meeting.

- (f) A pastor of the church will normally serve as moderator of the Session as well as the congregation. In the absence of a pastor, the Session or congregation may elect its own moderator in keeping with the Book of Church Order of the Presbyterian Church in America.
- (g) The Session, on its own initiative, shall inform the congregation of the need to increase the membership in the Session or the Board of Deacons. They shall seek out, train, and examine candidates for these offices and present them to the congregation. Upon election, they shall move to ordain them, if they be not already ordained.

## **Sec. 2. Diaconal Ministry**

- (a) A Board of Deacons will be elected by the congregation. Deacons must have the character that conforms to Scriptural requirements (Acts 1:8, 1 Tim. 3, Titus 1). They must be ordained by the Session or NAPARC congregation before assuming office.
- (b) The Board of Deacons is charged with the care of those in need, the sick, the friendless, and the distressed. They are to be responsible for developing the grace of liberality among the congregation.
- (c) The deacons are charged with the responsibility for moving God's people to maintain the appearance and repair of church buildings in a manner that will reflect glory to God. From time to time they shall report to the congregation upon the adequacy of facilities, and the people's responsibilities and abilities in this matter.
- (d) To insure orderly deliberations, the Board of Deacons shall elect from among its members a chairman and a clerk. The Board shall present itself to a Session annually, and shall render a report and submit its records. It shall give a report of its activities to the congregation during the annual meeting.
- (e) To fulfill the ministry of mercy both within and without the congregation, the deacons are encouraged to seek out "elect ladies", gifted in works of compassion and mercy. These shall assist the deacons in fulfilling the diaconal ministry of the congregation.

- (f) In accordance with BOCO 9:4, the deacons shall elect a treasurer to be entrusted with the funds for the current expenses of the church. The treasurer shall chair the Budget/Finance Committee.
- (g) In the absence of a Board of Deacons, the Session shall assume the duties of the deacons.

### **Sec. 3. Trustees**

- (a) The trustees of the congregation shall consist of all the officers of the church.
- (b) All actions of the trustees must conform to the Book of Church Order of the Presbyterian Church in America. Trustees shall hold title to all property in behalf of the congregation, and shall fulfill legal obligations incumbent on the corporation. They shall be empowered to enter into agreement concerning real property in behalf of the congregation.

## **ARTICLE V ADMINISTRATIVE PROCEDURE**

### **Sec. 1. Nominating Committee**

At its annual meeting, the congregation shall elect a standing committee to process all nominations to come before the congregation during that year. This committee must include one member of the Session. The committee will insure that all nominees have personally agreed to stand for that office, and that they meet all qualifications set forth in these by-laws and in the Book of Church Order. They are to certify this to the congregation. They are to see that the congregation is notified, in writing, of pending elections in a timely manner. No nomination may come to the floor at a meeting if it has not been processed first by the nominating committee. The committee will actively solicit names for nomination to offices that need to be filled.

### **Sec. 2. Treasurer and Assistant Treasurer**

The congregation, at its annual meeting shall recommend to the Board of Deacons a treasurer and assistant treasurer for the coming year. The treasurer shall be entrusted with all congregational funds, and shall disburse them as directed by the congregation, the Session, or the Board of Deacons in the performance of its duties. He shall keep a record of all funds entrusted to him, and all funds disbursed. He shall provide regular reports of same to the Session, and shall provide a yearly statement to the annual congregational meeting.

The assistant treasurer shall receive and record all offerings and gifts contributed to the church. He shall record these and entrust them to the

treasurer. He shall keep a private record of individual and family giving, and shall report the amount during the year only to the individual or family. He shall provide the treasurer with a record of the amounts given each week to separate purposes (i.e. General Fund, Diaconal fund, Missions, Building Fund, designated funds, etc.). He will also provide this record to the Session or to the congregation as requested. The Session will cause an audit of the finances to be made prior to the annual meeting, and will make known the findings to the congregation.

### **Sec. 3. Permanent Committees**

The congregation may establish permanent committees of one or more persons to undertake specific areas of ministry among us (i.e. Christian Education, Missions, Evangelism, Women in the Church, Youth Work, Literature, etc.). Such committees will be elected on an annual basis, and will be under the direction of the Session.

### **Sec. 4. Ad-Interim Committees**

The Session or the congregation may at any time erect a committee charged with a particular task. Such committees will continue until the task is completed, a report is made, and/or the committee is discharged. The report will be given to the body that erected the committee.

## **ARTICLE VI MEETINGS AND CONDUCT OF BUSINESS**

### **Sec. 1. Restrictions**

No practice, policy, or bylaw of this congregation may contravene the Book of Church Order of the Presbyterian Church in America, and it may supersede the same only when it is more restrictive without being contradictory.

### **Sec. 2. Parliamentary Proceedings**

The most recent edition of Robert's Rules of Order shall normally govern the conduct of all meeting of this congregation, excepting only such procedures as may be inconsistent with these bylaws or the Book of Church Order.

### **Sec. 3. Prayer**

All meeting of this congregation or any of its constituent parts shall be opened in prayer to God.

#### **Sec. 4. Quorum**

A quorum for conducting business for this congregation shall be one-third of the enrolled voting members.

#### **Sec. 5. Congregational Affairs**

- (a) The church's fiscal year shall end December 31 of that year.
- (b) An annual meeting of the congregation shall be conducted in October of each year. Notifications and announcements of such a meeting must be given on the two Sundays preceding the date of the meeting. Written reports will be received from the Session, Deacons, Treasurer, Nominating Committee and all permanent committees. A budget will be presented for discussion and recommendation to the Session. Any other business involving the congregation or corporation may be concluded.
- (c) Special meeting of the congregation may be called by the Session at any time, or must be called when the Session is petitioned to do so by one-fourth of the enrolled members. Such meetings must be announced on the two Sundays preceding the date of the meeting. The announcement must include the time and place of meeting, and the specific items of business that will be taken up. No other business may be brought forward.
- (d) At any duly called meeting of the congregation, the business of the congregation and corporation may be conducted concurrently.
- (e) Except as otherwise provided in these bylaws, all elections and all motions may be decided by a simple majority vote of those present and eligible to vote.

### **ARTICLE VII PASTORAL CALLS**

**Sec. 1.** The church shall normally provide a pastoral ministry exercised by teaching elders. If there be no such ministry, the Session is responsible for insuring a continued regular preaching, worship and administration of the sacraments. A pulpit nominating committee shall be erected to expeditiously seek out a pastor to serve the congregation.

**Sec. 2.** The pulpit nominating committee will put forth candidates one at a time, no new candidate being put forth until the previous candidate has been disposed of. A congregational meeting called to consider a candidate shall have a quorum of one-half of the voting communicant members. The action to extend a call must be passed by three-quarters of voting members

present. The call must be prosecuted in conformity to the Book of Church Order.

**Sec. 3.** Dissolution of any pastoral relationship shall conform to the Book of Church Order of the Presbyterian Church in America. Dissolution of the pastoral relation of a pastor will not interrupt the ministry of other associate pastors.

## **ARTICLE VIII      BYLAWS**

**Sec. 1.** These bylaws may be suspended at any congregational meeting by three-quarters vote of those present and eligible to vote.

**Sec. 2.** These bylaws may be amended when such amendments are adopted by two-thirds of those present and eligible to vote at two consecutive congregational meetings.