Presbytery of Great Rivers Bylaws

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PRESBYTERY OF GREAT RIVERS BYLAWS
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BYLAWS

ARTICLE I: STATEMENT OF PURPOSE AND GUIDING PRINCIPLES

Section 1 The Presbytery of Great Rivers exists to fulfill the responsibilities for the mission and governance of the church throughout its district as stated in the Constitution of the Presbyterian Church (U.S.A.) (G-3.0101).

Section 2 The Presbytery shall be governed and guided by the Constitution of the Presbyterian Church (U.S.A.), these Bylaws, and the manuals of operation for the Presbytery of Great Rivers which shall contain policies and procedures adopted by the Presbytery. In cases of conflict, the documents shall govern in the order named.

Section 3 All Presbytery entities may use non-face-to-face technologies for conducting their business provided the method used abides by the principles of the Constitution and the current edition of Robert's Rules of Order. This includes but is not limited to telephone conferences, video conferences, secure e-mail, and internet meetings.

ARTICLE II: CONSTITUENCY

Section 1 **Geographic Bounds**. The Presbytery of Great Rivers is a governing body of the Presbyterian Church (U.S.A.), having common boundaries with the counties of Adams, Brown, Cass, DeWitt, Fulton, Greene, Hancock, Henderson, Henry (except Kewanee), Knox, Logan, Macoupin (except Brighton), Mason, McLean, McDonough, Menard, Mercer, Morgan, Peoria, Pike, Rock Island, Sangamon, Scott, Schuyler, Tazewell, Warren, and Woodford all within the State of Illinois.

Section 2 **Membership**. Membership of the Presbytery Assembly shall consist of all ordained Ministers of Word and Sacrament/teaching elders received into membership by the Presbytery, all commissioned lay pastors/commissioned ruling elders commissioned to serve congregations in a primary pastoral position where there is no ordained Minister of the Word and Sacrament/teaching elder, and at least one elder from each congregation within the bounds of the Presbytery. Churches with membership over 250 shall be represented by additional elders as follows: 251-500, one additional elder; 501-750, two additional elders; 751-1000, three additional elders; and over 1000, four additional elders.

a. Every ruling elder duly elected to be the Moderator or other officer, the Moderator of a committee or commission, or a member of the Operations Commission shall be enrolled as a member of the Presbytery for the tenure of the office.

ARTICLE III: OFFICERS

Section 1 **Officers**. The officers of the Presbytery shall be a Moderator, the Moderator Elect, a Stated Clerk, and a Treasurer. The Presbytery may elect an assistant Stated Clerk or recording clerk.

Section 2 **Moderator**. The Moderator Elect shall be installed as Moderator by the Presbytery Assembly at the last stated meeting of the calendar year for a term of one year and shall be limited to one term. The term of the office shall begin at the time of installation.

Section 3 **Moderator Elect**. The Moderator Elect shall be the nominee obtaining a majority of votes in the Moderator Elect election and the term of office shall be for one year concurrent with the term of the Moderator. Upon the death, removal, or resignation of the Moderator, the Moderator Elect shall serve as Moderator for the balance of the unexpired term and the entirety of the next.

Section 4 **Stated Clerk**. The Presbytery shall elect and employ a Stated Clerk to a term determined at the time of election. Other administrative and/or program responsibilities may be added when decided by the Presbytery. The Stated Clerk's office may be held by executive staff and/or support staff.

Section 5 **Assistant Stated Clerk**. The Presbytery Assembly may elect and employ an assistant Stated Clerk or recording clerk for a definite term.

Section 6 **Treasurer**. The Treasurer shall be a member within the Presbytery of Great Rivers and shall be elected annually by the Presbytery Assembly at its last stated meeting of the year for a term of one year. The term of office shall begin on January 1 of the year immediately following the election.

Section 7 **Vacancies**. Whenever a vacancy occurs during the term of any office except that of Moderator, the office shall be filled by election of the Presbytery Assembly for the remainder of the unexpired term. If a vacancy occurs in the office of Moderator Elect, the Presbytery Assembly shall elect an elder or clergy as corresponds to the vacancy.

ARTICLE IV: DUTIES OF OFFICERS

Section 1 **Moderator**. The Moderator shall preside at all meetings of the Presbytery Assembly in accordance with the Presbyterian Church (U.S.A.) Constitution (G-3.0104); shall preside at all installations and ordinations or approve a designee to do so; and serve as a corresponding member on the Operations Commission and member of the Leadership Council; and shall perform other administrative duties as requested by the Presbytery.

Section 2 **Moderator Elect**. The Moderator Elect shall serve in the absence of the Moderator and on behalf of the Moderator when delegated to do so and serve as a member of the Leadership Council and ex officio member with no vote on the Operations Commission.

Section 3 **Stated Clerk**. The Stated Clerk shall keep an accurate record of the proceeding of each meeting of the Presbytery Assembly; shall conduct the correspondence of the Presbytery; shall be the custodian of the minutes of the standing committees and manuals of administrative operations for the Presbytery; shall keep a complete roll of the ministers of Word and Sacrament/teaching elders, members of the Presbytery and the clerks of session of the churches of Presbytery; shall keep advised of the requirements of the Book of Order, the Presbytery's Bylaws, the manuals of the Presbytery of Great Rivers and the most recent Robert's Rules of Order in order to assist the Presbytery in its proceedings and shall perform such other duties as the Constitution of the Presbyterian Church (U.S.A.) may require or as may be directed by the Presbytery.

Section 4 **Assistant Stated Clerk**. The assistant Stated Clerk or recording clerk shall perform such duties as shall be assigned by the Stated Clerk or by the Presbytery.

Section 5 **Treasurer**. The Treasurer shall be an ex officio member of the Operations Commission without vote and, as officer of the corporation, shall oversee the preparation and submission at each meeting of the Presbytery Assembly of a financial statement and an annual professional audited financial report showing the condition of the various accounts and funds of the Presbytery. All checks and other obligations shall be signed by the Treasurer or, in the event of the Treasurer's inability, by such other persons as the trustees shall have designated.

ARTICLE V: PRESBYTERY STAFF

Section 1 **Lead Presbyter**. The Presbytery Assembly shall elect and employ a Lead Presbyter for a term designated by the Assembly. The Lead Presbyter shall fulfill the responsibilities set forth in the

PC(U.S.A.) Constitution (G-3.0110) and the Presbytery of Great Rivers manuals of administrative operations.

Section 2 **Other Staff.** Other staff with administrative and/or program responsibilities may be added with a definite term of service when desired by the Presbytery and in consultation with the Leadership Council. Such additional staff members shall be considered the Presbytery Staff and shall work under the direction of the Lead Presbyter.

ARTICLE VI: PRESBYTERY ASSEMBLY

Section 1 **Responsibilities**. The Presbytery Assembly shall establish and revise goals and objectives; establish policy; establish functions and a supporting budget; determine structure; review fulfillment of goals; receive reports of functioning units; approve criteria to be used by the Nominating Committee; provide for theological reflection on the life of the Presbytery; promote community, fellowship, and worship and fulfill other responsibilities required by the Constitution of the Presbyterian Church (U.S.A.).

Section 2 **Stated Meetings**. Stated meetings of the Presbytery Assembly shall be at least two times a year, with the last meeting of each year to be the annual meeting.

Section 3 **Change in Place, Date, or Time**. The place, date, or time of any stated meeting of the Presbytery Assembly may be changed by the Presbytery Assembly or Leadership Council provided that notice be sent with reasonable advance notice to each minister, each clerk of session, and each elder elected to a term as a commissioner.

Section 4 **Special Meetings**. Special meetings may be called in accordance with the PC(U.S.A.) Constitution. Those churches or persons requesting a call for a special meeting may be charged a fee determined by the Presbytery to cover the appropriate costs of the meeting.

Section 5 **Quorum**. A quorum for the transaction of any business at any meeting of the Presbytery Assembly shall be at least ten minister members/teaching elders and ten ruling elders that represent at least ten congregations of the Presbytery.

Section 6 **Attendance**. All ministers of the Word and Sacrament/teaching elder members and duly elected elder commissioners shall attend all stated meetings of the Presbytery unless excused. Permission to be excused from any meeting of the Presbytery prior to adjournment shall be obtained from the Stated Clerk. Electronic participation and voting, moderated by the Leadership Council, is permissible under the guidelines of Robert's Rules.

Section 7 **Rules of Order**. The most recent edition of Robert's Rules of Order shall govern the proceedings of the Presbytery Assembly, except in those cases where the PC(U.S.A.) Constitution or these Bylaws provide otherwise.

Section 8 **Distribution of Papers or Other Materials at a Presbytery Assembly**. Only papers or other materials approved by the Presbytery committees, staff, Stated Clerk, moderator, or moderator-elect may be distributed to those who attend Presbytery meetings; or information approved before distribution by the Leadership Council.

ARTICLE VII: LEADERSHIP COUNCIL

Section 1 **Responsibilities.** The Presbytery shall have a Leadership Council for the purpose of continually developing, evaluating, and recommending to the Presbytery Assembly the ongoing vision, priorities, and actions for the Presbytery of Great Rivers. The Council will work collaboratively with all parts of the Presbytery structure and is accountable to the Presbytery.

a. Propose missional priorities and goals each year
b. Coordinate and evaluate the needs and functions of the Presbytery
c. Oversee and ensure the coordination of the committees, ministry teams, commissions, and ministry groups of the presbytery in meeting the missional priorities and goals
d. Facilitate information sharing among committees and commissions
e. Communicate and coordinate regularly with all parts of the Presbytery, particularly Presbytery Regional Cohorts in consultation with Presbytery staff, Presbytery and Council moderators, commission and committee moderators, and others as may be identified
f. Plan and oversee Presbytery meetings
g. Approve minutes of Presbytery meetings
h. Initiate or respond to requests to plan and implement Presbytery-sponsored events and initiatives
i. Coordinate relationships with General Assembly, Synod, and ecumenical partners
j. Process overtures from the Bills and Overtures Committee
k. Routinely assess and suggest revisions to governance structure of presbytery
l. Assume original jurisdiction in matters of church discipline on behalf of the presbytery when there is a need between stated meetings
m. Nominate, for Presbytery election, persons to serve on the Presbytery Nominating Committee and Disaster Response Team
n. Act for and on behalf of the Presbytery of Great Rivers as needed between regular Assemblies

Section 2 **Membership.** The Leadership Council will be comprised of the Presbytery Moderator, Presbytery Moderator-Elect, Immediate Past Presbytery Moderator, co-moderators/moderators of the Commission on Pastoral Leadership, Commission on Congregational Life, Commission on Transitions, Mission Commission, and Operations Commission; co-moderators of the Committee on Accessibility, Representation, and Equity (CARE) and Nominating Committee; and Synod Commissioners. The Lead Presbyter, Stated Clerk, and Treasurer shall serve as ex officio members without vote.

Section 3 **Meetings.** Regular meetings of the Leadership Council shall be held at least every other month. Other meetings may be held on the Council's own appointment, at the call of the chair, or at the call of the Presbytery Assembly. The Immediate Past Presbytery Moderator will serve as the Leadership Council Moderator. The Lead Presbyter will organize the agenda.

Section 4 **Quorum**. The quorum shall be a majority of the respective members.

ARTICLE VIII: COMMISSIONS

Section 1 **Operations Commission**

a. Responsibilities. The Presbytery shall have an Operations Commission. As directed by the Presbytery Assembly, it shall manage the finances and personnel of the Presbytery and provide organizational support to the daily operation of the Presbytery of Great Rivers, to hold the Presbytery accountable to its members, and to comply with all state-mandated not-for-profit organizational requirements.

1. Serve as Board of Trustees for the Presbytery of Great Rivers
2. Prepare, coordinate, and integrate the budget of the Presbytery
3. Facilitate all trustee and audit functions
4. Consult with churches regarding the purchase, sale, and lease of property
5. Conduct annual reviews and evaluations of the work of all staff members and the Stated Clerk
6. Review staff position descriptions and update as needed
7. Maintain/develop staffing rationale for the Presbytery
8. Work with the Lead Presbyter to advertise, interview, and hire staff for positions as authorized by the Presbytery Assembly
9. Make recommendations for changes in staff compensation for budgetary purposes
10. Recommend to Presbytery through Leadership Council the dismissal of staff for cause
11. Assist in conflict management among staff
12. Provide assistance/guidance as needed to the Lead Presbyter who serves as Head of Staff.
13. Review/refine, as needed, personnel policies

b. **Membership**. The Operations Commission elected by the Presbytery Assembly shall consist of 9 members at large, including two co-moderators from different classes, to ensure continuity. Membership shall be divided into three equal classes and shall be divided equally between teaching elders and ruling elders. The co-moderators shall be nominated by the Presbytery Nominating Committee and elected for three-year terms by the Presbytery Assembly at the last stated meeting of the year to begin serving on January 1 of the year following the election. No member shall serve more than two consecutive terms or portions of terms. The Lead Presbyter, the Stated Clerk, the Moderator, the Moderator-Elect, and the Treasurer shall be ex officio members without vote.

c. **Meetings**. Regular meetings of the Operations Commission shall be held quarterly. Other meetings may be held on the Team's own appointment, at the call of the co-moderators, or at the call of the Presbytery Assembly.

c. **Quorum**. The quorum shall be a majority of the voting members.

d. **Delegation of Duties.** The Operations Commission may appoint groups for the duration and size as necessary to address the responsibilities assigned to it.

Section 2 **Mission Commission**

a. **Responsibilities**. The Mission Commission promotes and nurtures the missional action of the Presbytery.

1. Connection
   - Develop and maintain skills/interest bank of people throughout the Presbytery and make it available to committees and congregations
   - Connect congregations to PC(USA) and Synod of Lincoln Trails (SOLT) and other appropriate resources in support of congregational mission and witness [G-3.0302]

- Collect and share stories of congregational mission within the presbytery
- Encourage, nurture, resource congregations in their efforts to spread good news, make disciples, offer hospitality

2. Collaboration
   - Encourage collaboration among congregations and pastoral leaders for mission, social justice, peacemaking, and facilitate communication among them
   - Explore opportunities for mission partnerships between presbytery and other agencies

3. Support
   - Receive, review, refine grant requests and make recommendations to the Leadership Council for disbursement
   - Act on requests for grants and loans from presbytery funds
   - Coordinate disposition of received external grants
   - Recommend to the Leadership Council the distribution of the Presbytery's portion of the Peacemaking Offering
   - Support innovative, creative, and connectional congregational ministries that enhance the vitality of congregations and empower leaders. This support may include training, resources, grants, and accompaniment.

b. **Membership**. The Mission Commission elected by the Presbytery Assembly shall consist of 6 members at large. Membership shall be divided into three equal classes and shall be divided equally between teaching elders and ruling elders. The moderator/co-moderators shall be nominated by the Presbytery Nominating Committee and elected for three-year terms by the Presbytery Assembly at the last stated meeting of the year to begin serving on January 1 of the year following the election. No member shall serve more than two consecutive terms or portions of terms. The Moderator, Moderator-Elect, Lead Presbyter, Stated Clerk, and Treasurer will be ex officio members without vote.

c. **Meetings**. Regular meetings of the Mission Commission shall be held at least quarterly. Other meetings may be held on the Commission's own appointment, at the call of the chair, or at the call of the Presbytery Assembly.

d. **Quorum**. The quorum shall be a majority of the voting members.

e. **Delegation of Duties.** The Mission Commission may appoint groups for the duration and size as necessary to address the responsibilities assigned to it.

Section 3 **Commission on Pastoral Leadership**

a. **Responsibilities**. The Commission on Pastoral Leadership shall be responsible for fostering the faith and vitality of and providing support for persons discerning calls to the ministries of Commissioned Pastor and Minister of Word and Sacrament and, after ordination, at all other stages and types of ministry—pastors, associate pastors, designated pastors, interim pastors, honorably retired teaching elders, stated supply, temporary supply, teaching elders in specialized ministry, inquirers, candidates, commissioned pastors, certified Christian educators, and ministers at-large—with personal support and group opportunities for learning and building relationships with colleagues.

1. Support, nurture, and strengthen those in pastoral ministry in its many forms (such as Certified Christian Educators, congregational, validated, at large, and retired)
2. Establish pastoral relationships: ordain, receive, install, and commission
3. Facilitate requests for validated ministries and approve ordainable calls

4. Approve the terms of call and covenants/contracts for pastors, approve the commissions for Commissioned Ruling Elders (CREs), validate other ministries, examine and receive minister members by transfer from other presbyteries for membership at large or retired status in the Presbytery, approve the terms of dissolution of pastoral calls, approve internal Presbytery changes in membership category, and approve transfer of membership to other presbyteries
5. Act upon requests to labor inside and outside the bounds of PGR; all temporary, supply, interim, and CP relationships; placement on the Presbytery pulpit supply list, and authorizing CPs to celebrate the Lord's supper, baptism, and moderate a Session
6. Recommend for Presbytery action minimum requirements for compensation and benefits for pastors in installed or temporary pastoral relationships, ruling elders commissioned to pastoral service, certified Christian educators, and certified associate Christian educators
7. Arrange for required annual boundary training
8. Guide, nurture and oversee the process of becoming a teaching elder, commissioned ruling elder, or certified Christian educator [G-3.0301a, G-3.0307]
9. Evaluate preparation of ministers from other denominations seeking membership
10. Administer scholarships to candidates, inquirers, and those training to become Commissioned Pastors; funds for pastoral leaders attending transitional ministry training and needing financial support for coaching and other continuing education
11. Coordinate with pastors on sabbaticals and their congregations
12. Visit regularly and communicate with each pastor of the Presbytery
13. Report to the Presbytery annually the type of work in which each Minister of Word and Sacrament of the Presbytery is engaged
14. Provide an annual review of those members working in validated ministry beyond a particular congregation (Book of Order G- 2.0503a)
15. Provide training and oversight for non-PCUSA ministers serving congregations
16. Moderator(s) serve on Ministry Coordination Group with CCL and COT Moderator(s)

b. **Membership**. The Commission on Pastoral Leadership elected by the Presbytery Assembly shall consist of 12 members at large including moderator/co-moderators. Membership shall be divided into three equal classes and shall be divided equally between teaching elders and ruling elders. The moderator/co-moderators shall be nominated by the Presbytery Nominating Committee and elected for three-year terms by the Presbytery Assembly at the last stated meeting of the year to begin serving on January 1 of the year following the election. No member shall serve more than two consecutive terms or portions of terms.

c. **Meetings**. Regular meetings shall be held.

d. **Quorum**. The quorum shall be a majority of its respective members.

e. **Staff**. The Lead Presbyter and Stated Clerk will staff the Commission on Pastoral Leadership.

Section 4 **Commission on Transitions**

a. **Responsibilities**. The Commission on Transitions shall be responsible for assisting and guiding congregations and Sessions through times of pastoral leadership changes.

1. Counsel with sessions regarding temporary pastoral services when a church is without a minister of Word and Sacrament (MWS) and provide the names of available and suitable MWSs and CPs (commissioned pastors) to supply vacant pulpits
2. In consultation with CPL and CCL, examine and receive minister members by transfer from other presbyteries for the purpose of accepting valid calls to ministry and membership in the Presbytery

3. Recommend to the Presbytery the establishment of an Administrative Commission to ordain/install clergy
4. Counsel with churches regarding calls for permanent pastoral relationships and options with CPs
5. Provide support for congregations without pastors, including assigning moderators and pastoral leaders who can officiate the sacraments
6. Guide Sessions through the pastoral call process
7. Work with Pastor (or Associate Pastor) Nominating Committees on the MDP and PDP process
8. Help churches discern if it is time to complete their mission and close
9. Moderator(s) serve on Ministry Coordination Group with CPL and CCL Commissions Moderator(s)

b. **Membership**: The Commission on Transitions elected by the Presbytery Assembly shall consist of 6 members at large including moderator/co-moderators. Membership shall be divided into three equal classes and shall be divided equally between teaching elders and ruling elders. The moderator/co-moderators shall be nominated by the Presbytery Nominating Committee and elected for three-year terms by the Presbytery Assembly at the last stated meeting of the year to begin serving on January 1 of the year following the election. No member shall serve more than two consecutive terms or portions of terms.

c. **Meetings**. Regular meetings shall be held.

d. **Quorum**. The quorum shall be a majority of its respective members.

e. **Staff**. The Lead Presbyter and Stated Clerk will staff the Commission on Transitions.

Section 5 **Commission on Congregational Life**

a. **Responsibilities**. The Commission on Congregational Life shall be responsible for promoting and nurturing healthy, faith-filled relationships within and among congregations and the Presbytery of Great Rivers.

1. Maintain ongoing communication regarding the life and ministry of each congregation
2. Assess the needs of congregations and, if necessary, refer them to appropriate commission/committee for assistance
3. Train sessions in conflict resolution, leadership, and other pertinent topics
4. Help churches share their good news stories and best practices with each other and the presbytery
5. Facilitate relationships between and within congregations and the presbytery [G-3.0307]
6. Check in routinely with regional cohort coordinators
7. Share information about and, as appropriate, connect members/congregations to affinity groups
8. Provide resources, training, and connections for new church development (NCD) / new worshipping communities (NWC) and church transformation
9. Organize, receive, merge, dismiss, and dissolve congregations in consultations with members [G-3.0301a]
10. Authorize the celebration of the Lord's Supper at meetings, fellowship, NCDs and other non-congregational entities [G-3.0301b]
11. Take jurisdiction over members of dissolved congregations [G-3.0301c]
12. Review and counsel sessions in matters of controversy, complaint, or appeal [G-3.0303d]
13. Control the location of new congregations [G-3.0303b]

14. Recommend to the Leadership Council the appointment of administrative commissions to assume original jurisdiction (after Sessions have been given the opportunity to be heard) [G-3.0303e]
15. Moderator(s) serve on Ministry Coordination Group with CPL and COT Moderator(s)

b. **Membership**. The Commission on Congregational Life elected by the Presbytery Assembly shall consist of 12 members at large including moderator/co-moderators. Membership shall be divided into three equal classes and shall be divided equally between teaching elders and ruling elders. The moderator/co-moderators shall be nominated by the Presbytery Nominating Committee and elected for three-year terms by the Presbytery Assembly at the last stated meeting of the year to begin serving on January 1 of the year following the election. No member shall serve more than two consecutive terms or portions of terms.

c. **Meetings**. Regular meetings shall be held.

d. **Quorum**. The quorum shall be a majority of its respective members.

e. **Staff**. The Lead Presbyter and Stated Clerk will staff the Commission on Congregational Life.

Section 6 **Ministry Coordination Group**

a. **Responsibilities**. The Ministry Coordination Group shall ensure regular and ongoing communication among the Commission on Pastoral Leadership, Commission on Congregational Life, and Commission on Transitions, and facilitate cooperation when more than one commission has a role in a given situation.

b. **Membership**. The Ministry Coordination Group will consist of the moderators/co-moderators of the Commission on Pastoral Leadership, Commission on Congregational Life, and Commission on Transitions, Stated Clerk, and Lead Presbyter.

c. **Meetings**. Regular meetings shall be held.

Section 7 **Permanent Judicial Commission**

a. **Responsibilities**. The Permanent Judicial Commission, required by Church Discipline (D-3.0101c), shall consider and decide cases of process for the Presbytery according to the Constitution of the Presbyterian Church (U.S.A.). The PJC shall have the powers and obligations in contested matters of governance, worship, and discipline as set forth in Church Discipline.

b. **Membership**. The Permanent Judicial Commission shall be composed of no fewer than 7 members as equally divided as possible between ruling elders and ministers of the Word and Sacrament/teaching elders, with not more than one of its elder members from any one of its constituent churches. Commissioners shall be nominated by the Presbytery Nominating Committee and elected by the Presbytery Assembly. The members shall be elected in three classes, and not more than one-half of the members shall be in one class. No person having served upon the Commission for a full six years shall be eligible for re-election until being off the PJC for at least two years. The Commission shall elect from its members a Moderator and a clerk.

c. **Quorum**. D-3.0602b requires the Stated Clerk to keep a roster of those members of the PJC whose terms have expired within the past six years. The names shall be arranged alphabetically within classes beginning with the most recent class. Whenever the PJC reports its inability to obtain a quorum, the stated clerk shall immediately select, by rotation from that roster, a sufficient number of former members of the PJC to constitute a quorum.

Section 8 **Other Commissions**. Other commissions may be elected by the Presbytery Assembly in accordance with the PC(U.S.A.) Constitution.

ARTICLE IX: COMMITTEES

Section 1 **Nominating Committee**

a. **Responsibilities**. The Nominating Committee shall identify individuals willing and able to serve in leadership roles in the Presbytery and to present them for approval to the Presbytery Assembly.

1. Present nominees for all elected offices of the Presbytery required by these Bylaws, other positions normally filled by election of the Presbytery Assembly, and other leaders as requested by the Presbytery Assembly or Leadership Council to the Presbytery Assembly for action by the last Presbytery Assembly stated meeting of the year and at such other times as may be required to fill vacancies.
2. Present nominees to the Presbytery Assembly for Commissioners and Young Adult Advisory Delegates to the General Assembly and commissioners to the Synod Assembly
3. Nominate individuals to serve on the boards of Kemmerer Village and Illinois Presbyterian Home.
4. Consult with CARE concerning principles of inclusion, non-discrimination, and balance in nominations
5. Consult periodically with co-moderators of committees to determine needs for membership
6. Develop and maintain a resource file of people qualified and able to serve in the several offices and task forces within the Presbytery structure

b. **Membership**. The Nominating Committee shall be composed of six members who shall be nearly equal representation of teaching elders/minister members and ruling elders. The membership, including the co-moderators, shall be nominated by the Leadership Council in consultation with the Nominating Committee for election by the Presbytery Assembly at the last stated meeting of the year to begin serving January 1 of the year following the election. No member shall serve more than two consecutive terms or portions of terms.

c. **Meetings**. The Nominating Committee shall meet regularly and shall report to the Stated Clerk.

d. **Quorum**. The quorum shall be a majority of the respective members.

Section 2 **Bills and Overtures Committee**

a. **Responsibilities**. The Bills and Overtures Committee is responsible for reviewing proposed changes to the Constitution and presenting them to the Presbytery for deliberation and action. In addition, they shall bring to the Presbytery any overtures to the General Assembly from any unit of the Presbytery or congregation in the Presbytery.

b. **Membership**. The Bills and Overtures Committee is composed of the Commissioners to General Assembly. They shall serve from the Assembly at which they were commissioners until the next Assembly. The Stated Clerk will be an ex officio member without vote.

c. **Committee Meetings**. Meetings shall be held as needed.

d. **Quorum**. The quorum shall be a majority of its membership.

e. **Submission of Overtures.** All overtures must go through the Committee for review and presentation to the Presbytery Assembly for action. All proposed overtures must be received

by the Stated Clerk no later than 21 days before a Presbytery meeting.

Section 3 **C.A.R.E (Committee on Accessibility, Representation, and Equity)**

a. **Responsibilities.** The Committee on Accessibility, Representation, and Equity shall advise the Presbytery on the principles of participation and inclusiveness to ensure fair and effective representation in the decision-making of the Presbytery. Specifically, CARE will

1. Assist the Presbytery in identifying barriers to participation and access within the work and life of the Presbytery
2. Empower the council, committees, commissions, teams, and task forces of the Presbytery of Great Rivers with considerations, conversations, resources, and recommendations that expand access to the work and life of the Presbytery, with attention to how challenges around inequity and exclusion may arise in their work.
3. Lead, arrange, and promote education around intercultural competence and cultural humility, focusing on issues such as access, equity, gender issues, disability, language, race, culture, and identity, including a once-a-year mandated training on anti-racism, similar to our required boundary training.
4. Help to identify regional agencies in the community of Great Rivers Presbytery as well as entities within the PC(U.S.A.) that are doing justice, advocacy, and equity work that the ministries of Great Rivers should be aware of in their partnering efforts for engaging the community, including but not limited to charity efforts.
5. Regularly assess the impact, goals, and purpose of its own work, both internally and with periodic assistance from outside the Presbytery of Great Rivers.
6. Advise the Council regarding the implementation of principles of unity and diversity.
7. Advocate for diversity in leadership.
8. Consult with the Council on the employment of personnel, in accordance with the principles of unity and diversity in F-1.0403.

b. **Membership**. The Committee on Accessibility, Representation, and Equity elected by the Presbytery Assembly shall consist of six members at large. Membership shall be divided into three equal classes and shall be nearly equal representation of Ruling Elders and Ministers of Word and Sacrament, with regular consideration towards equitable participation along gender, ethnicity, and region. The chair shall be nominated by the Presbytery Nominating Committee and elected for a three-year term by the Presbytery Assembly at the last stated meeting of the year to begin serving on January 1 of the year following the election. No member shall serve more than two consecutive terms or portions of terms. The Moderator, Moderator-Elect, Lead Presbyter, Stated Clerk, and Treasurer will be ex officio members without vote.

c. **Meetings**. Regular meetings of the Committee on Accessibility, Representation, and Equity shall be held at least quarterly. Other meetings may be held on the Committee's own appointment, at the call of the chair, or at the call of the Presbytery Assembly.

d. **Quorum**. The quorum shall be a majority of the respective members.

ARTICLE X: TEAMS

Section 1 **Conflict Response Team**

a. **Responsibilities**. The Conflict Response Team shall mediate differences and reconcile persons, to the end that the difficulties may be corrected by the Session of the church, if possible, and that the welfare of the particular church may be strengthened, so that the unity of the body of Christ may be made manifest.

1. Serve as an instrument of Presbytery for promoting peace and harmony in each congregation, especially in regard to matters arising out of the relations among pastoral leaders and their congregations
2. Counsel with sessions as invited concerning reported or observed difficulties within a congregation, including: (1) advising the session as to appropriate actions to be taken to resolve the reported difficulties, (2) offering to help as a mediator, and (3) acting to correct the difficulties if requested to do so by the session or if the session is unable or unwilling to do so, following the procedural safeguards of the Church Discipline section of the Book of Order
3. Recommend to the Leadership Council, after discernment, the establishment of an Administrative Commission of Presbytery to address issues in particular churches, with or without asserting original jurisdiction

b. **Membership**. The six members of this committee will be appointed by the Leadership Council for a term of six years. They should be experienced in helping congregations and pastors who are involved in some kind of conflict and have a working knowledge of family systems theory, conflict identification/management strategies, and other relevant practices. Ongoing training will be provided. The Lead Presbyter will staff the Conflict Response Team.

c. **Quorum**. The Stated Clerk will keep a roster of those members of the Conflict Response Team whose terms have expired within the past six years. The names shall be arranged alphabetically within classes beginning with the most recent class. Whenever the Conflict Response Team reports its inability to obtain a quorum, the Stated Clerk shall immediately select, by rotation from that roster, a sufficient number of former members of the Conflict Response Team to constitute a quorum.

Section 2 **Sexual Misconduct Response Team**

a. **Responsibilities**. The Sexual Misconduct Response Team shall ensure that a caring response is made by the Presbytery to individuals who have been harmed following allegations of sexual misconduct within a congregation. **This Team will not investigate an allegation or usurp the roles of PGR staff, investigating committees, or the PJC.**

1. Coordinate a process that addresses the specific needs of the alleged victim(s) and their families, those accused and their families, an affected congregation, and the Presbytery
2. Assign advocates, if requested by the alleged victims, the accused, family members, or an involved congregation
3. Recommend, provide, and participate in education regarding sexual misconduct, its consequences, and its prevention

b. **Membership**. Four members, including a Moderator, will be appointed by the Leadership Council for a term of six years. Members of the Team and any individual participating in the work of this Team shall sign a pledge of confidentiality, copies of which shall be furnished to the moderator of the Team and the Stated Clerk. The Lead Presbyter will staff the Sexual Misconduct Response Team.

c. **Quorum**. The Stated Clerk will keep a roster of those members of the Sexual Misconduct Response Team whose terms have expired within the past six years. The names shall be arranged alphabetically within classes beginning with the most recent class. Whenever the Sexual Misconduct Response Team reports its inability to obtain a quorum, the Stated Clerk shall immediately select, by rotation from that roster, a sufficient number of former members of the Sexual Misconduct Response Team to constitute a quorum.

Section 3 **Disaster Response Team**

a. **Responsibilities**. The Disaster Response Team shall provide the Presbytery with planning and coordination in preparation for and partnered response with Presbyterian Disaster Assistance and other agencies to natural or human-caused disasters within the bounds of the Presbytery as well as collective responses to such disasters outside of the Presbytery.

b. **Membership.** Up to three individuals will serve as team coordinators and will be appointed by the Leadership Council for a term of six years. The Lead Presbyter will staff the Disaster Response Team.

c. **Quorum**. The Stated Clerk will keep a roster of those members of the Disaster Response Team whose terms have expired within the past six years. The names shall be arranged alphabetically within classes beginning with the most recent class. Whenever the Disaster Response Team reports its inability to obtain a quorum, the Stated Clerk shall immediately select, by rotation from that roster, a sufficient number of former members of the Disaster Response Team to constitute a quorum.

ARTICLE XI: THE APPOINTMENT OF AN INVESTIGATING COMMITTEE

Section 1

a. When it becomes necessary that an Investigating Committee be appointed to comply with provisions of D10.0200 or a Committee of Counsel to comply with the provisions of D- 6.0302, the Moderator, the Operations Commission co-moderator(s), the Leadership Council moderator, and the Stated Clerk shall appoint the committee and report the action to the next meeting.

b. The Leadership Council shall be allowed to vote to assume original jurisdiction on behalf of the Presbytery when there is a need between stated meetings and request jurisdiction from the next highest governing body when appropriate.

ARTICLE XII: THE PARTICULAR CHURCH

Section 1 **Responsibilities**. The Presbytery affirms its belief in the particular church as the cornerstone of the Church's life and ministry and seeks to be responsive to the needs and desires of particular churches as it determines, achieves, and evaluates its ministry. The Presbytery shall have as its purpose the strengthening of the particular churches in their local ministries. The churches shall:

a. Session Records Review: The Presbytery Stated Clerk shall conduct a review of the records of each congregation biennially. Training of Session Clerks shall take place during the review. In years in which there is no review, there may be training for Session Clerks.

b. Elect commissioned members to the Presbytery Assembly, as set forth in these Bylaws and the Book of Order.

c. Assist the development of the Presbytery Nominating Committee resource file by submitting a list of qualified and available persons for the various positions within the Presbytery and other positions normally filled by election of the Presbytery Assembly so that names may be included in the list provided to the Presbytery Nominating Committee each year.

d. Aid in the review of the achievement of Presbytery goals and objectives and the effectiveness of the working parts of Presbytery.

Section 2 **Representation**. The particular churches shall be represented in the Presbytery Assembly as set forth in Section 1. b above. In addition, active members of particular churches may be elected or

requested to serve in positions within the Presbytery or in the other governing bodies.

ARTICLE XIII: INCORPORATION

Section 1 **Incorporation**. In accordance with the Form of Government, this Presbytery shall be incorporated Under the Laws of the State of Illinois as the Presbytery of Great Rivers of the Presbyterian Church (U.S.A.), successor to the Presbyteries of Alton, Bloomington, Monmouth, Peoria, and Springfield, as a Not-for-Profit Religious Corporation.

Section 2 **Registered Agent**. The Stated Clerk of the Presbytery shall be the Registered Agent of the Corporation as required by the General Not-for-Profit Corporation Act of the State of Illinois. The legal address of the Corporation shall be 3601 N. Sheridan Rd., Peoria, IL 61604.

ARTICLE XIV: AMENDMENTS

Section 1 **Amendments**. The Bylaws may be amended at any meeting of the Presbytery by a two-thirds vote of commissioners present, provided notice of such a proposal has been given at least 60 days in advance or at the previously stated meeting.

ARTICLE XV: REVIEW OF BYLAWS

These bylaws shall be reviewed by the Leadership Council annually.