

**BYLAWS OF  
WESTMINSTER PRESBYTERIAN CHURCH  
ROCKFORD, ILLINOIS**

**ARTICLE I – DEFINITION AND NAME**

The name of this church is Westminster Presbyterian Church of Rockford, Illinois, incorporated under the laws of the State of Illinois.

This church consists of professing Christian people associated in fellowship to worship and work as a witness to our faith.

**ARTICLE II – PURPOSE**

The purpose of this church is:

- To inspire and maintain the worship of Almighty God as revealed in Jesus Christ through the Holy Spirit.
- To welcome all persons who would hear of God’s mercy in Jesus Christ and desire to share in the worship and service of Christ’s Church.
- To educate in Christian faith, promote fellowship and pursue the Church’s mission in all places.

**ARTICLE III – DENOMINATIONAL AFFILIATION**

The denominational status of this church is maintained within the Blackhawk Presbytery, Synod of Lincoln Trails, and the General Assembly of the Presbyterian Church (U.S.A.). The Bylaws of this church shall at all points be in harmony with and obligatory to the Constitution of the Presbyterian Church (U.S.A.).

**ARTICLE IV – MEMBERSHIP**

Membership in this church is open to all those professing faith in Jesus Christ as Lord and Savior, and who are received, admitted and maintained in communicant status by the Session.

**ARTICLE V – MEETINGS**

Section 1 – The annual meeting of the Congregation shall be called by the Session in January or February of each year, for the purpose of receiving annual reports and transacting other business pertaining to the Congregation and Corporation.

Section 2 – Special Congregational Meetings shall be called in the following ways:

- 1) By action of the Session for a special meeting.

- 2) By written request to the Session of twenty-five (25%) of the members of the church.  
(Book of Order G.1.0502)

Section 3 – Notice of all regular and special meetings shall be read from the pulpit of the church at the regular worship services on the two (2) Sundays immediately preceding the meeting. In the case of a special meeting, the notice shall indicate the business to be brought before the meeting.

Section 4 – Not less than one-tenth (1/10) of the members shall constitute a quorum at any meeting of the Congregation. (Book of Order G.1.0501)

Section 5 – Reports of the work of the church shall be made in writing and made available to the members at the Annual Congregational Meeting.

Section 6 – The pastor shall be the moderator of all meetings of the Congregation. When the church is without a pastor, the moderator of the Session appointed by the Presbytery shall preside at all congregational meetings. If it is impractical for the pastor or the moderator of Session appointed by Presbytery to preside, he or she shall invite, another minister of the Presbytery to preside. (Book of Order G1.0504)

## **ARTICLE VI - ELECTIONS**

Section 1 – The election of Elders to the Session and members of the Board of Deacons, shall be at a meeting of the congregation in the last quarter of the calendar year. When vacancies on the boards occur, an election to fill unexpired terms may be held by a special Congregational Meeting called by the Session for that purpose. This church shall be subject to election provisions of the Constitution of the Presbyterian Church (U.S.A.).

Section 2 – Ruling Elders and Deacons shall be elected for a term of three (3) years, except when chosen to fill a vacancy. A member who has filled only a partial term is eligible to succeed to a full term as long as the length of service will not be more than six (6) consecutive years. An elder or deacon having served a total of six (6) years shall be ineligible for re-election for a period of at least one year. The boards shall be divided into three (3) equal classes, one of which shall be elected every year. Terms of office shall commence immediately following ordination and installation of those elected.

Section 3 – Nominating Committee

One (1) elder from the Human Resources Commission will convene the Nominating Committee and serve as chairperson.

### **Membership:**

- One (1) member from the Board of Deacons.
- One (1) member from each of the commissions
- Two (2) At-Large members elected from the floor of the congregation at the Annual Meeting.

- Pastor or a minister designated by the pastor, ex-officio. (Westminster Bylaws, Article VI, Section 3), (Book of Order G-2.0401)
- If a member of this committee resigns (or is unable to serve, for whatever reason) during the year, that member should be replaced as soon as possible by another person representing the same constituency as the resignee.
- Term of membership is one (1) year.

### **Duties/Responsibilities/Procedures of the Nominating Committee:**

This is a committee of the church, not of Session. Annually this committee presents to the Congregation, nominees for election to the Session and the Board of Deacons.

If vacancy occurs during the year on Session or Deacons, the Nominating Committee will seek to present a new nominee(s) to the Congregation as soon as possible. When a nominee is selected, this committee must seek Session approval to call a Special Meeting of the Congregation for the purpose of electing an officer(s). Notice of this special meeting must be read from the pulpit of the church at the regular worship services on the two (2) Sundays immediately preceding the meeting. (Westminster By-Laws, Article V, Section 3).

At the request of Session, the Nominating Committee may nominate members for a Pastor Nominating Committee. The Congregation must approve the formation, membership, and dissolution of a Pastor Nominating Committee.

Section 4 – Nominees by the Congregation shall be made known to the Congregation no later than two (2) Sundays prior to the election.

Section 5 – The Congregation shall elect by a majority of those present. Should ballots be used, tellers shall be appointed by the Moderator of the meeting.

## **ARTICLE VII – THE SESSION**

Section 1 – The Session is the ruling body in all matters ecclesiastical and civil, and is responsible for the whole life of the church. Its powers are those accorded to it by the Constitution of the Presbyterian Church (U.S.A.). It shall:

- Provide that the Word of God may be truly preached and heard,
- Provide that the Sacraments may be rightly administered and received,
- Nurture the covenant community of disciples of Christ. (Book of Order G3.0201)

Section 2 – The Elders comprising the Session shall also be the Trustees, who shall exercise care and authority over temporal affairs of the church, including the establishment and maintenance of separate funds and records for

- (1) Operations
- (2) Special Funds (bequests, trusts, memorials and other special gifts).

Section 3 – There shall be fifteen (15) ruling Elders established in three equal classes serving actively on the Session together with the Moderator and other ordained pastors. In addition, the Session may include a high school representative, to be designated by the Children and Youth Ministries Commission, as a non-voting member for a one (1) year term.

Section 4 – The Session shall elect annually from its membership, a clerk, and other such officers as it deems necessary. In its capacity as the Board of Trustees, the Session shall elect annually from its membership, a President and Vice-President. The Session shall choose from the Congregation: a Church Treasurer and an Auditor, each to serve for a term of one (1) year, subject to renewal.

Section 5 – Commissions necessary for the work of the Session, and not defined elsewhere in these Bylaws, shall be determined and approved by Session. Also, Committees such as Memorials and Gifts, Special Funds Management, Wedding, Flower, Nursery care and those that may be formed for specific purposes from time to time, shall be approved by Session and duties defined by Session. They shall be related to Session for administrative purposes; the Pastor, or a staff members designated by the pastor, shall be an ex-officio member of these committees.

Section 6 – The Session shall hold Stated Meetings, as it shall decide. Special meetings may be called by the Moderator, or any two (2) Session members, at any time. The Moderator and one-third (1/3) of the members of the Session shall constitute a quorum.

Section 7 – The Session shall meet jointly with the Board of Deacons at least once a year.

## **ARTICLE VIII – DEACONS**

Section 1 – The Board of Deacons shall consist of eighteen (18) members, divided equally into three classes. In addition, the Deacons may include a high school representative, as designated by the Children and Youth Ministries Commission, as a non-voting member for a one (1) year term. This Board is under the Authority of Session. (Book of Order G-2.0202)

Section 2 – The Board of Deacons shall be composed of persons of spiritual character, honest repute, exemplary lives, brotherly and sisterly love, sincere compassion, and sound judgment. (Book of Order G-2.0201)

Section 3 – The duties of the Board of Deacons shall embrace the general responsibility of Care of the Congregation. Specific responsibilities will be determined in consultation with the Session. Other functions may be delegated by the Session in consultation with the Board of Deacons.

Section 4 – The Board of Deacons shall annually elect a Moderator, Secretary, and a Treasurer from among its members. The Secretary shall keep a record of the Board's proceedings. The Pastor(s) shall be advisory member(s).

Section 5 – One-third (1/3) of the Board, plus the Moderator, shall constitute a quorum for meetings. Special meetings may be called upon request of any two (2) members of the Board,

the Pastor, or Moderator of the Deacons. The manner, or method, of meeting shall be at the discretion of the Board of Deacons and the Moderator.

Section 6 – The Deacons shall maintain a fund for the purpose of their work. This fund shall be derived from the special offerings, or such other offerings as authorized by the Session.

Section 7 – The Board of Deacons shall keep a record of its proceedings, of all funds at its disposal and their distribution. These records shall be subject to review by the Session.

Section 8 – The Board of Deacons shall meet jointly with the Session at least once a year.

## **ARTICLE IX – AMENDMENTS**

These Bylaws may be amended at any regular or special meeting of the congregation by a two-thirds (2/3) vote of all members present, provided such notice of such amendments shall have been presented in writing to the Clerk of Session, and shall have been announced from the pulpit at the regular worship services on the two Sundays immediately preceding the meeting.

As Amended:

January 16, 1974

January 22, 1975

September 26, 1976

January 28, 1979

December 28, 1989

March 8, 1991

November 24, 1991

January 21, 1996

August 25, 1996

July 20, 1999

January 30, 2000

March 2, 2014

April 16, 2019

Corporation President: Tracy Reese

Corporation Secretary: Dale Prindiville