

Summit Avenue Presbyterian Church Bylaws

1. The Summit Avenue Presbyterian Church of Bremerton, Washington, being a particular congregation of the Presbyterian Church (USA) recognizes that the Constitution of said Church is, in all its provisions, obligatory upon it and its members.
2. There shall be no less than one annual congregation meeting in the church edifice.
3. One annual congregation meeting will be held on the third or fourth week of January for the purpose of transaction of business, financial review, approval of the pastor's compensation, and the meeting of the corporation. A second meeting may be held for the purpose of electing elders, deacons, and trustees, the hearing of reports, and any other business properly coming before such a meeting. If a second annual congregation meeting is held, it will be held no later than the last day of December.
4. Special congregation meetings may be called by the Session or the Presbytery. Such calls shall state clearly the purpose of such meeting and no other matter save that specified in the call may be considered.
5. Public notice of the time, place, and purpose of all meetings of the congregation shall be publicly announced from the pulpit on a least two Sundays before the day of meeting, including the day of the meeting.
6. The Pastor shall preside over the congregation meetings. If the pulpit is vacant or if the Pastor and the Elders agree that the subjects to be discussed require it, or if the Pastor is ill or is otherwise unable to be present, a minister of Seattle Presbytery shall be invited by the Session to preside. This invitation shall be cleared through the Committee on Ministry of Seattle Presbytery.
7. The Clerk of the Session shall be secretary of the meetings of the congregation. If the Clerk is unable to attend, the Session shall designate a secretary in his or her stead.
8. All Active members in good standing are eligible to vote.
9. Voting by proxy is not permitted.
10. Meetings shall be conducted in accordance with the *Book of Order* (Constitution of PCUSA Part II, Book of Governance) guided by *Roberts Rules of Order* (latest revision).
11. All meetings shall be opened and closed with prayer.
12. The quorum of the congregational meeting shall not be less than one tenth of the Active members roll.
13. There shall be no less than twelve (12) Elders on Session.

14. The Elders will be divided into three equal classes. One class of Elders shall be elected each year at the December annual meeting for a three (3) year term. No elder shall serve on the session for consecutive terms, either full or partial, aggregating more than six (6) years and shall be ineligible to be elected to a new term until one (1) year shall have elapsed. Any Elder or Elders are authorized to represent the church when the Lord's Supper is observed as part of visitation of the sick or those isolated from public worship, as an extension of the communion of the church.
15. There shall be no less than twelve (12) Deacons on the Board of Deacons.
16. The Serving Deacons will be divided into three (3) equal classes. One class of Deacons shall be elected each year at the December annual meeting for a three (3) year term. No deacon shall serve on the board of deacons for consecutive terms, either full or partial, aggregating more than six (6) years and shall be ineligible to be elected to a new term until one (1) year shall have elapsed. Any Deacon or Deacons are authorized to represent the church when the Lord's Supper is observed as part of visitation of the sick or those isolated from public worship, as an extension of the communion of the church..
17. There shall be no less than three (3) Trustees on the Board of Trustees.
18. The Trustees will be divided into three (3) equal classes, one Trustee from each class of elected Elders. One class of Trustees shall be elected each year at the annual congregation meeting for a three (3) year term. No Trustee shall serve on the Board of Trustees for consecutive terms either full or partial, aggregating more than six (6) years and shall be ineligible to be elected to a new term until one (1) year shall have elapsed.
19. Nominations for the offices of Elder, Deacon and Trustee shall be made by a committee made up of a representative selection of the active members of the church. At least two (2) members of this committee shall be designated by and from the Session, one of Session members shall be named by the Session as chairperson. At least one (1) member of this committee shall be designated by and from the Board of Deacons. At least four (4) members, and in sufficient number to constitute a majority (exclusive of the pastor), of this committee shall be chosen by the congregation; none of congregation nominees may be in active service on the session. The congregation nominees shall be elected annually at the congregational meeting. The pastor shall be a member of the committee serving ex officio and without vote. No member of this committee shall serve more than three (3) years consecutively.
20. These bylaws may be amended at any annual meeting by a two-thirds vote and at any special meetings by a two-thirds vote, provided in the latter case that full notice of intention to change the rules shall have been read with the calls of the meeting.
21. Modified January 22, 2017