

STANDING RULES
PRESBYTERY OF GLACIER
PRESBYTERIAN CHURCH (USA)

S1.0 BOUNDARIES

The Presbytery of Glacier is a corporate expression of the Presbyterian Church (U.S.A.), consisting of all the churches and ministers of the Word and Sacraments within the counties of Blaine, Cascade, Chouteau, Flathead, Glacier, Hill, Lake, Lewis and Clark, Lincoln, Liberty, Mineral, Missoula, Pondera, Ravalli, Sanders, Teton, Toole, and that portion of Powell County that lies north of 46 degrees 40 minutes latitude Montana prime meridian, all in the state of Montana.

S2.0 MEMBERSHIP

S2.01 Membership in the presbytery shall consist of ministers of the Word and Sacraments and elder commissioners, in numbers as equal as possible.

S2.02 All ordained ministers enrolled by the presbytery as active members or members-at-large shall be voting members.

S2.03 A commissioned lay pastor may be authorized by presbytery to have a voice and a vote in a meeting of the presbytery (such vote to be counted as an elder commissioner for purposes of parity).

S2.04 Each church in the presbytery shall be represented by at least one elder commissioned by the session to be a voting member, and enrolled by the presbytery at each of its meetings.

S2.05 Membership is in accordance with the *Book of Order* (G-11.0101).

S2.06 An elder holding office in the presbytery as moderator shall be a voting member of the presbytery for the duration of the term of such service. The remaining officers of presbytery will be non-voting members if not already a member.

S3.0 MEETINGS

S3.01 The presbytery shall hold stated meetings not more than four times each year, at a time and place determined by the presbytery at its final stated meeting of the previous year, upon the recommendation of the ministry council.

S3.02 Special meetings of the presbytery may be called under the terms and the conditions set forth in the Form of Government of the *Book of Order* of the Presbyterian Church (U.S.A.). Special meetings may be held by telephone conference call, or at a particular place, at the discretion of the stated clerk and the moderator; costs for such meetings may be assessed to the persons or congregations for whose benefit the meeting is called.

S3.03 All meetings of the presbytery shall be conducted in accordance with the most recent edition of *Robert's Rules of Order*, except in those cases where the Constitution of the Presbyterian Church (U.S.A.) provides otherwise.

Nothing in these standing rules shall be construed to permit the presbytery to abrogate or waive any requirements of the *Book of Order* of the Presbyterian Church (U.S.A.), or the laws of the state of Montana.

S4.0 OFFICERS

S4.01 The officers of the presbytery shall be a moderator, a moderator-elect (vice-moderator), a stated clerk, and a treasurer and shall be elected in accordance with the bylaws.

S5.0 MINISTRY COUNCIL

S5.01 The Ministry Council is made up of nine members: two from the ministry teams, and one each from the Committee on Ministry, the Nominating Committee, Presbyterian Women, Camp Board, Moderator of Presbytery, and Moderator-Elect of Presbytery and the Past Moderator of Presbytery who will serve as moderator of the Ministry Council. The five moderators from the above-stated teams, committees, and Camp Board, shall be elected by the Presbytery in three classes, with no person serving as an elected member of the Ministry Council for consecutive terms, full or partial, for more than six years. A quorum for the Ministry Council shall be a simple majority of the members.

S5.02 The stated clerk of the presbytery, the treasurer of the presbytery, and the executive/general presbyter shall be ex-officio members of the ministry council, without vote. The stated clerk shall serve as secretary of the ministry council.

S5.03 The ministry council functions as leadership in the presbytery. Therefore, the ministry council serves the church of Jesus Christ with passion and authority. Its passion is lived out through an inspiring vision for ministry. Its authority is witnessed through healthy decision making processes which are inclusive to the diversity in our presbytery. Ultimately, the ministry council is directed by the Constitution of the Presbyterian Church (USA). The ministry council will inspire commitment to the mission and ministry of Glacier Presbytery. The members of ministry council are dedicated servants of Jesus Christ who are willing to listen to the people of the presbytery.

- S5.04 To recommend annually to the presbytery a presbytery mission program based on the plans of the permanent ministry teams, in light of the suggested programs of the Synod of the Rocky Mountains and the General Assembly, together with a budget for the implementation of the presbytery mission program.
- S5.05 To negotiate with representatives of other governing bodies in the Synod of the Rocky Mountains an equitable distribution of mission funds from the several presbyteries for the work of the synod and the General Assembly, and to recommend to the presbytery the results of that negotiation for the instruction of particular congregations in their mission giving for the benefit of the whole Church.
- S5.06 To consider and make recommendations to the presbytery all requests from or for financial appeals, whether for current operations or capital campaign funds.
- S5.07 To prepare annually a budget for the administrative costs of the presbytery, and recommend that budget to the presbytery for adoption, together with requisite costs to be assessed each particular church based on the number of members most recently reported to the stated clerk of the General Assembly.
- S5.08 To insure a full financial review is completed annually in accordance with Form of Government of the *Book of Order* of the Presbyterian Church (U.S.A.) G-11.0307.
- S5.09 To set the date and prepare the docket for stated meetings of the presbytery, and cause that docket and related reports to be distributed to all members of the presbytery and interested persons at least ten days prior to the meeting.
- S5.010 To report to the presbytery at each stated meeting every action taken by the ministry council since the last stated meeting.
- S5.011 Shall provide training through the leadership development and communication ministry team for the nominating processes of Glacier Presbytery
- S5.012 To work in concert with the leadership development and communication ministry team and nominating committee to provide for general needs for the leadership of Glacier Presbytery.
- S5.013 To establish a personnel subcommittee of the ministry council made up three individuals approved by presbytery which will exercise responsibility for the oversight of persons employed by the presbytery, including its officers, through the development of appropriate personnel policies, position descriptions, criteria for satisfactory performance, regular review and evaluation of performance, and recommendation to the presbytery requisite salary and allowances. They shall be elected in three classes. No person may serve for more than three years.
- S5.014 To develop and regularly to review a manual of administrative operations for the presbytery, which shall include the presbytery's policies, position descriptions,

procedures all related documents. The manual of administrative operations shall be adopted by the presbytery by majority vote, and shall be subject to amendment at any stated meeting of the presbytery, upon recommendation of the ministry council.

- S5.015 The ministry council shall constitute the board of trustees of the corporation of the presbytery, as provided in the *Book of Order* of the Presbyterian Church (U.S.A.), and shall perform the duties and functions established for the board of trustees in the articles of incorporation, according to the laws of the state of Montana. The ministry council shall make recommendation to the presbytery concerning the disposition, sale, or lease of all property held by the presbytery and its particular churches, according to the requirements of the *Book of Order* of the Presbyterian Church (U.S.A.).

S6.0 MINISTRY TEAMS

S6.01 General Mission and Ministry Team

- S6.011 The general mission and ministry team is made up of four members representative of the presbytery's geographic diversity. The four areas are the Conrad, Great Falls, Helena area; Seeley Lake, Missoula, Hamilton, Potomac area; Kalispell, Libby, Whitefish, Dayton, Polson, Hot Springs area; and the Cut Bank, Havre, Chinook, Harlem, Whitlash area.

The four representatives shall be elected by presbytery, with one of them elected as moderator on an annual basis. The moderator shall be a voting member of the ministry council. Ex officio members include the presbytery staff. The ministry team is authorized to co-opt individuals as needed from within and without the presbytery to adequately fulfill its mission. A quorum for the ministry unit shall be a simple majority of the members. The team shall be elected in two classes. No member shall be elected for a term of more than two years, nor shall a member serve for consecutive terms, either full or partial, aggregating more than six years.

- S6.012 This ministry team is charged with coordinating a process of spiritual discovery for the formation of mission and ministry tasks, activities and projects for the congregations and the presbytery.
- S6.013 It is our conviction that the calling of God always challenges us to move beyond ourselves, our particular church campus and into our communities and the world. Therefore, this mission and ministry will seek to serve our congregations focus on spiritual formation. Further, this ministry team will challenge and develop the means for our congregations to come together in order to live in obedience to Christ's call to go into all the world to make disciples. Mission and ministry are the work of the Holy Spirit and not merely the process of human ingenuity. It is vital that as Christians we commit to the spiritual disciplines of discernment. Such processes of discovery necessitate commitment: the pledge of ourselves, our gifts and resources, in cooperation with God's call to serve in the world in the name of our Lord and Savior, Jesus Christ.

It is important that we move away from processes and structures that are formed for good purposes, but, in time, merely function to perpetuate the structure itself. (Thus, various tasks and projects must be formed with the idea that their life cycle is based on the specific calling and direction of God's Spirit.) It is imperative that we move our processes and structures closer to the congregations in order to produce meaningful and effective mission and ministry and which is "owned" by the congregations and the presbytery. Mission and ministry are primarily relational in nature. As individuals and groups bring their gifts and abilities together with the commitment to discover God's direction, relationships are strengthened and new relationships formed. This has the added benefit of introducing more people to the joy of our life as a presbytery community of faith.

S6.02 Leadership Development Committee

S6.021 The leadership development committee is made up of four members representative of the presbytery's geographic diversity. The four areas are the Conrad, Great Falls, Helena area; Seeley Lake, Missoula, Hamilton, Potomac area; Kalispell, Libby, Whitefish, Dayton, Polson, Hot Springs area; and the Cut Bank, Havre, Chinook, Harlem, Whitlash area.

The four representatives shall be elected by presbytery, with one of them elected as moderator on an annual basis. The moderator shall be a voting member of the ministry council. Ex officio members include the presbytery staff. The committee is authorized to co-opt individuals as needed from within and without the presbytery to adequately fulfill its mission. A quorum shall be a simple majority of the members. The committee shall be elected in two classes. No member shall be elected for a term of more than two years, nor shall a member serve for consecutive terms, either full or partial, aggregating more than six years.

The communication ministry team will be made up of two members, one from the Westside and one from the Eastside of the presbytery. The two representatives shall be elected by the presbytery with one of them elected as moderator on an annual basis. Ex officio members include the presbytery staff and webmaster. The ministry team is authorized to co-opt individuals as needed from within and without the presbytery to adequately fulfill its mission.

S6.022 It is our conviction as a presbytery that leadership growth and development is relational in nature. As individuals and corporate bodies develop positive, healthy relationships with one another, the different gifts and abilities entrusted to us by the Spirit are fostered and allowed to flourish. Also, it is our conviction that the gifts, talents and skills necessary for our effectual calling as individual Christians, as congregations, and as a presbytery lie within us. The principal challenge of this ministry team will involve working with individuals, sessions, congregations, nominating committee, ministry council and presbytery in a regular and disciplined way which fosters leadership growth and the development and discernment of spiritual gifts. Finally, it is our conviction that communication is a key element that motivates, develops and deepens healthy

relationships. Therefore, this ministry team will work to develop and maintain healthy lines of communication throughout the presbytery and work to promote and motivate a greater commitment and participation from its membership.

S7.0 THE COMMITTEE ON MINISTRY

- S7.01 This committee shall consist of equal numbers of elders and ministers with a membership of at least six. Its quorum shall be set by presbytery and shall be at least a majority of the membership of the committee. No member shall be elected for a term of more than three years, nor shall a member serve for consecutive terms, either full or partial, aggregating more than six years. The committee shall be elected by presbytery, with one of them elected as moderator on an annual basis. A quorum for the ministry unit shall be a simple majority of the members. The committee on ministry shall also serve as the committee on preparation for ministry.
- S7.02 The committee on ministry shall serve as pastor and counselor to the ministers of the Word and Sacraments enrolled in the presbytery; shall facilitate the relations between congregations, ministers, and the presbytery; and shall settle difficulties in those relationships on behalf of the presbytery when possible and expedient. The specific responsibilities of the Committee on Ministry are those fully set forth in the *Book of Order* of the Presbyterian Church (U.S.A.).
- S7.03 The committee on ministry shall have the authority to dissolve a pastoral relationship in cases where the congregation and the pastor concur.
- S7.04 The committee on ministry shall be responsible for recommending to the presbytery a minimum effective salary for the pastors of all churches.
- S7.05 The committee on ministry shall represent within the presbytery the interests of all persons who are members of the pension plan of the Presbyterian Church (U.S.A.), including active and retired ministers, church employees, spouses of ministers, and other beneficiaries. It shall have authority to disburse funds set aside by the presbytery for the particular needs of minister members, their spouses, and their dependents.
- S7.06 The committee on ministry shall make preliminary examination of every minister who seeks membership in the presbytery on the minister's Christian faith and views in theology, the Sacraments, and the government of this church; and shall make recommendation to the presbytery on each applicant, who shall be subject to the further examination of the presbytery prior to reception.

S8.0 THE COMMITTEE ON PREPARATION FOR MINISTRY

- 8.01 The committee on preparation for ministry shall consist of six persons, two ministers, two female elders, and two male elders. The committee on ministry shall select the six persons from their committee.
- S8.02 The committee on preparation for ministry shall investigate and recommend to the presbytery appropriate action in the case of all persons seeking to come under care of, or to be received by, the presbytery as candidates for ordination as ministers of the Word and Sacraments, and who have been referred to the presbytery by another governing body.
- S8.03 The committee on preparation for ministry shall have supervision of all candidates for ordained service received by the presbytery, and under its care. It shall be responsible for the proper examination by the presbytery of candidates for ordination who have a call to an approved specific ministry, certifying to the presbytery that all provisions of the Form of Government of the Presbyterian Church (U.S.A.) pertaining to ordination and enrollment in the presbytery have been fully observed.
- S8.04 The committee on preparation for ministry shall select the person(s) who will be readers of examinations for candidates for ordination as requested by the General Assembly.

S9.0 THE NOMINATING COMMITTEE

- S9.01 The nominating committee shall consist of six persons, two ministers, two female elders, and two male elders, no two of whom shall be related to the same congregation. The term of service shall be three years; there shall be three classes with a regular rotation of two persons in each class. No person may serve consecutive terms, full or partial, for more than six years. The committee is elected by presbytery. Members of the nominating committee shall be nominated to the presbytery by the ministry council. One member of the nominating committee will be annually elected by the presbytery on nomination of the ministry council to serve as moderator.
- S9.02 The nominating committee, in concert with the ministry council and leadership development and communication ministry team, shall nominate persons to fill all vacancies on the ministry council, the other ministry teams, and the permanent judicial commission, unless otherwise specified in these standing rules. The nominating committee shall also place in nomination the names of persons to serve as moderator of ministry teams, *Book of Order* mandated committees, the officers of the presbytery, and those persons who shall serve as commissioners to the Synod of the Rocky Mountains and the General Assembly, according to procedures set forth in the manual of administrative operations for the presbytery.

S10.0 PERMANENT JUDICIAL COMMISSION

- S10.01 The permanent judicial commission shall consist of no fewer than seven persons; composed of ministers and elders in numbers as nearly equal as possible. The additional member may be either a minister or elder. No more than one of its elder members shall be elected from any one of the constituent churches of the presbytery. The commission is elected by Glacier Presbytery.
- S10.02 It shall be the responsibility of the permanent judicial commission to consider and to reach a decision in all cases properly forwarded to it by the stated clerk of the presbytery, according to the terms and the provisions of the Constitution of the Presbyterian Church (U.S.A.).
- S10.03 The permanent judicial commission shall report to the presbytery through the office of the stated clerk all decisions reached by the commission, such decisions being final in every case, subject to the review of an appeal by a judicial commission in another governing body.

S11.0 PRESBYTERIAN WOMEN

- S11.01 The moderator of Presbyterian Women will be a member of the ministry council.

S12.0 THE COMMITTEE ON REPRESENTATION

- S12.01 The committee on representation shall consist of a minimum of six persons, elected in equal classes on a regular rotation basis in such manner as to ensure that the provisions of the Form of Government (G-9.0105) are fully observed. The terms of office shall be three years; no person shall serve consecutive terms full or partial, for more than six years. The committee is elected by Glacier Presbytery.
- S12.02 The committee on representation shall advise the presbytery with respect to its membership, and to that of its ministry teams, councils, commissions and other parts in implementing the principles of participation and inclusiveness to promote fair and effective representation in the decision making processes of the presbytery. The committee shall observe all requirements of the Form of Government of the Presbyterian Church (U.S.A.) in carrying out its mandate for the presbytery.
- S12.03 The committee on representation shall make recommendation to the presbytery concerning all overtures from the General Assembly and from the Synod of the Rocky Mountains. The committee shall review and make recommendation to the presbytery on all overtures originating from the session of particular churches, or from persons within the presbytery. It may refer any overture from any source to the ministry council or to any ministry team for study and consultation, prior to preparing its recommendation for presbytery action.

S13.0 GLACIER CAMP & CONFERENCE CENTER MINISTRY BOARD

- S13.01 The Camp Board shall consist of nine (9) persons elected in equal classes of three (3) on a regular rotation in such manner as to ensure that the provisions of the Form of Government (G-9.0105) are fully observed. No person shall be elected for a term of more than three years, nor shall a member serve for consecutive terms, either full or partial, aggregating more than six years. The moderator of the board shall be a voting member of the ministry council.
- S13.02 The board shall act as overseers in areas of care for the improvement of the Glacier Camp & Conference Center to include operating within an approved budget, program development, and promotion of the camp, in concert with the camp staff.
- S13.03 An operating budget will be presented to Ministry Council for approval by the Presbytery of Glacier and will refer any major property decisions to the Ministry Council, with recommendations and will see that budgetary funds are available before starting projects and/or improvements.
- S13.04 The camp staff is under the supervisions of the Personnel Committee of the Ministry Council. Each year Glacier Camp & Conference Center Ministry Board will submit an evaluation of the camp director to the Personnel Committee no later than October 1 of each year.

S14.0 INDEMNIFICATION

- S14.01 Each person who acts as an officer, employee, council or ministry team member, or as a trustee of the corporation of the presbytery, or as a member of an administrative commission, or as a member of the permanent judicial commission, whether elected by the presbytery or appointed by an officer of the presbytery, shall be indemnified by the presbytery corporation for all sums which said person or persons may become obligated to pay, including fees of counsel, expense and court costs actually and necessarily incurred by said person or persons in connection with any action, suit, or proceeding in which said person or persons are made a party by reason of election or of appointment to any of the offices set forth above, except in relation to matters as to which said person or persons shall be adjudged in action, suit, or proceeding to be liable for bad faith or misconduct in the performance of duties as such officer, employee, member or trustee, in settlement of an action, suit, or proceeding based upon bad faith or misconduct in the performance of duties related to said election, employment, or appointment.
- S14.02 The right of indemnification provided herein shall be insured to each officer, employee, council, ministry team or committee member, or as a trustee of the corporation, or as a member of an administrative commission, or as a member of the permanent judicial commission, whether elected by the presbytery or appointed by an officer of the presbytery, notwithstanding that said person or persons may be such an officer,

employee, member, or trustee at the time said person or persons shall become obligated to pay such sums, and whether or not the claim asserted against said person or persons is based on matters which antedate the adoption of this article.

S14.03 In the event of the death of persons or persons subject to the rights of indemnification set forth herein; said rights of indemnification shall be insured to said person or persons heirs, assigns, or legal representatives.

S14.04 Each person who shall act as an officer, employee, council, team or committee member, or as a trustee of the corporation of the presbytery, or as a member of an administrative commission, or as a member of the permanent judicial commission, whether elected by the presbytery or appointed by an officer of the presbytery, shall be deemed to be doing so in reliance upon such right of indemnification; and such right shall not be deemed exclusive of any other right to which any person or persons may be entitled, under any by-law, standing rule, agreement, vote of representatives, or otherwise.

S14.05 The ministry council, acting as the trustees of the corporation of the presbytery at a meeting at which a majority of the quorum is unaffected by self-interest, notwithstanding that other members of the quorum present but not voting may be so affected, shall determine the propriety and the reasonableness of any indemnity claimed under this article, and such determination shall be final and conclusive. If, however, a majority of the quorum of the ministry council which is unaffected by self-interest and willing to act is not obtainable, the ministry council may appoint from among the members of the presbytery a committee of three persons who are not members of the ministry council to consider and determine any such question; and the determination of said special committee shall be final and conclusive.

S15.0 AMENDMENTS AND SUSPENSION

S15.01 These standing rules may be amended by a majority vote of the members of the presbytery present and voting at any stated meeting of the presbytery, providing that notice in writing has been given prior to the stated meeting.

S15.02 These standing rules may be temporarily suspended at any stated meeting of the presbytery by a two-thirds vote of the members of the presbytery present and voting.

Approved
Revised and Approved
Revised and Approved
Revised and Approved by Presbytery

21 Jun 2003
23 Feb 2008
15 Nov 2008
6 February 2010