

Bylaws

The Presbyterian Church of Islip

Article I - Purpose

Section 1. Statement of Purpose or Mission

The Presbyterian Church of Islip has been called by God and organized to proclaim the good news of Jesus Christ, to minister to the needs of members of the congregation and residents of the community, and to promote peace and justice in the world.

Section 2. Relation to the Presbyterian Church (USA)

The Presbyterian Church of Islip is a voluntary member church of the Presbytery of Long Island in the Synod of the Northeast of the Presbyterian Church (USA). In addition, the Presbyterian Church of Islip is a confessing church within the PCUSA. For further information please see article VIII.

Article II – Government

Section 1. Governance of the Church

This church shall be governed in accordance with the *Constitution of The Presbyterian Church (USA)*. Consistent with that *Constitution*, these bylaws shall provide specific guidance for this church. *Robert's Rules of Order (Newly Revised)* shall be used for parliamentary guidance.

Section 2. Meetings of the Church

There shall be an annual meeting of the congregation in a church building before the 15th of February, at which at least the following business shall be presented: annual reports from organizations and the session (information only), financial report for the preceding year, budget for the current year (information only), changes in the terms of call for the pastor(s), nominating committee report for church officers (Book of Order (~~G-7.0302~~) (G-1.0501).), electing members to serve on the nominating committee.

Special meetings may be called by the session. Such calls shall state clearly the purpose of such special meetings, and business shall be restricted to that which is specified in the call (~~G-7.0302~~) (G-1.0501).

Section 3. Notice of Meetings

Public notice of the meetings shall be given in printed and verbal form on a least two successive Sundays prior to the meeting. When the meeting is called for the purpose of electing a pastor, the notice shall be given in printed form to 1/4th of the members and verbal form at least ten days in advance, which shall include two successive Sundays (~~G-7.0303~~) (G-1.0502).

Section 4. Moderator

The pastor shall moderate the meetings. If there are co-pastors, they shall alternately preside at meetings. When the church is without a pastor, the moderator appointed by the presbytery shall preside. If it is impractical for the pastor or the moderator of the session appointed by the presbytery to preside, he or she shall invite, with the concurrence of the session, another minister of the presbytery to preside. When this is not expedient, and when both the pastor or the moderator concur, a member of the session may be invited to preside (~~G-7.0306~~) (G-1.0504).

Section 5. Secretary

The clerk of session shall serve as secretary. If the clerk is not present or is unable to serve, the congregation shall elect a secretary.

Section 6. Minutes of the Meeting

The minutes of the meeting recorded by the secretary shall be attested by the moderator and the secretary, recorded in the minute book of the session (~~G-7.0307~~) (G-1.0505). Minutes will be made available when requested.

Section 7. Quorum for the Meeting

The quorum of a meeting of the congregation shall be the moderator, the secretary, and at least 20% of members. The secretary shall determine that a quorum is present. Only active members may vote (~~G-7.0304~~) (G-1.0501), regardless of age. Consistent with the laws of the state of New York, voting by proxy shall be permitted only on the corporate matters (~~G-7.0404~~).

Section 8. Incorporation

In accordance with the laws of the state of New York, the congregation shall cause a corporation to be formed. Consistent with the laws of this state, both ecclesiastical and corporate business may be conducted at the same meeting of the congregation (~~G-7.0304~~) (G-7.0304).

(Note: There will be variations from state to state on provisions for incorporation. Since the pastor or moderator is not a member of the corporation with Article VI, a member of the session shall be invited to moderate the meeting when corporate matters appear on the agenda.)

Section 9. Amendments

These Bylaws may be amended subject to the articles of Incorporation, the laws of the state of New York and the *Constitution of the Presbyterian Church (USA)* by a two-thirds vote of the voters present, providing the proposed changes in printed form shall

have been distributed at the same time as the call of the meeting at which the changes are voted upon.

Article III - Officers

Section 1. Nominating Committee

The congregation shall form a nominating committee in the following manner:

- (1) Appointed representatives of church groups serve on the nominating committee. (Example: Sr. Choir, Sunday School)
- (2) Two of the members shall be elders designated by the session, one of whom shall be currently serving on the session and shall serve as moderator of the committee.
- (3) One of the members shall be designated by and from the board of deacons.
- (4) Three of the members, not persons currently serving on the session or the board of deacons, shall be nominated and elected at the annual meeting of the congregation.
- (5) Members of the committee shall be elected annually, and no member shall serve more than three years consecutively.
- (6) The pastor shall be a member ex officio and without vote .
- (7) The nominating committee shall bring to the congregation nominations only for the number of positions to be filled.
- (8) The floor shall be open for nominations at the annual meeting (~~See G-14.0201~~) (See G-2.0401).

Section 2. Elders

The congregation shall elect 12 elders divided into three equal classes, one class of whom shall be elected each year at the annual meeting for a three-year term. No elder shall serve for consecutive terms, either full or partial, aggregating more than six years. An elder having served a total of six years shall be ineligible for reelection to the session for a period of at least one year.

The session, at its first meeting following the annual meeting, shall elect an elder to serve as clerk and shall form such committees as necessary to carry out its work. At that same meeting of the session, the session shall annually elect a treasurer. A quorum for the session shall be the pastor or other presiding officer and one more than half of the elders.

Section 3. Deacons

The congregations shall elect nine deacons divided into three equal classes, one class of whom shall be elected each year at the annual meeting for a three-year term. No deacon shall serve for consecutive terms, either full or partial, aggregating more than six years. A deacon having served a total of six years shall be ineligible for reelection to the board of deacons for a period of at least one year.

The board of deacons, at its first meeting following the annual meeting, shall elect a moderator and a secretary from among its members and shall form such committees as necessary to carry out its work.

The pastor shall be an advisory member of the board of deacons. A quorum for the board of deacons shall be one more than half of the members, including the moderator.

Section 4. Vacancies

Vacancies on the session, the board of deacons or other leadership positions may be filled at a special meeting of the congregation or at the annual meeting, as the Nominating Committee may determine. A system of alternates may be utilized by the nominating committee to fill vacated offices.

Section 5. Number of Officers

The officers of the corporation shall be a President, a Vice President, a Secretary who shall be designated as the Clerk, and a Chief Financial Officer who shall be designated the Treasurer. The same person may hold any number of offices except that neither the secretary nor the Treasurer may serve as the President or Vice President.

Section 6. Qualification, Election, and Term of Office

The President and Vice President shall be elected by the congregation by a simple majority at the annual meeting. The President and Vice President may serve in other officer positions. Officers other than the President and the Vice President shall be elected by the congregation at the annual meeting, and each officer shall serve a term of three years.

Section 7. Subordinate Officers

Session may appoint such other officers or agents as it may deem desirable, and such officers shall serve such terms, have such authority, and perform such duties as may be prescribed from time to time by the Session such as a temporary building committee chairperson.

Section 8. Inability to Act

In the case of absence or inability to act of any officer of the Corporation and of any person herein authorized to act in his place, the Board of Session may from time to time delegate the power or duties of such officer to any other officer or other person whom the Board may select.

Section 9. Removal and Resignation

The Session may remove any officer except the President, either with or without cause, at any time. Any officer may resign at any time by giving written notice to the session or to the President or Secretary of the corporation. Any such resignation shall take effect at the date of receipt of such notice or at any later date specified therein, and, unless otherwise specified; the acceptance of such resignation shall not be necessary to make it effective. The above provisions of this section shall be superseded by any conflicting terms of a contract that has been approved or ratified by the Board of Directors relating to the employment of any officer of the corporation.

Section 10. Vacancies

Any vacancy caused by the death, resignation, removal, disqualification, or otherwise, of any officer appointed at the discretion of the Session shall be filled by the Nominating Committee. Vacancies occurring in offices of officers appointed at the discretion of the Board of Session may or may not be filled, as the Board of Session shall determine.

Section 11. Duties of President

The President shall be the chief executive officer of the corporation and shall, subject to the control of the session, supervise the affairs of the corporation. He or she shall perform all duties incident to his or her office and such other duties as may be required by law or by the session. Except as otherwise expressly provided by law or by the Articles of Incorporation, or by these Bylaws, he or she shall, in the name of the corporation, execute such deeds, mortgages, bonds, contracts, checks, or other instruments which may from time to time be authorized by the Session.

Section 12. Duties of Vice President

In the absence of the President, or in the event of his or her inability or refusal to act, the Vice President shall perform all the duties of the President, and when so acting shall have all the powers of, and be subject to all the restrictions on, the President. The Vice President shall have other powers and perform such other duties as may be prescribed by law, by the Articles of Incorporation, or by these Bylaws, or as may be prescribed by the Session.

Section 13. Duties of Secretary

The secretary shall:

- a) Certify and keep at the principal office of the corporation the original or a copy of these Bylaws as amended or otherwise altered to date.
- b) Keep at the principal office of the corporation or at such other place as the session may determine, a book of minutes of all meetings of the session, and, if

applicable, meetings of committees of session and of members, recording therein the time and place of holding, whether regular or special, how called, how notice thereof was given, the names of those present or represented at the meeting, and the proceedings thereof.

- c) See that all notices are duly given in accordance with the provisions of these Bylaws or as required by law.
- d) Be custodian of the records and of the seal of the corporation and see that the seal is affixed to all duly executed documents, the execution of which on behalf of the corporation under its seal is authorized by law or these Bylaws.
- e) Keep at the principal office of the corporation a membership book containing the name and address of each and any members, and, in the case where any membership has been terminated, he or she shall record such fact in the membership book together with the date on which such membership ceased.
- f) Exhibit at all reasonable times to any member, or to his or her agent or attorney, on request therefore, the Bylaws, the membership book, and the minutes of the proceedings of Session.
- g) In general, perform all duties incident to the office of Secretary and such other duties as may be required by law, by the Articles of Incorporation of this corporation, or by these Bylaws, or which may be assigned to him or her from time to time by the Session.

Section 14. Duties of Treasurer

Subject to the provisions of these Bylaws relating to the "Execution of Instruments, Deposits and Funds," the Treasurer shall:

- a) Have charge and custody of, and be responsible for, all funds and securities of the corporation, and deposit all such funds in the name of the corporation in such banks, trust companies, or other depositories as shall be selected by the Session.
- b) Receive, and give receipt for, monies due and payable to the corporation from any source whatsoever.
- c) Disburse, or cause to be disbursed, the funds of the corporation as may be directed by the Session, taking proper vouchers for such disbursements.
- d) Keep and maintain adequate and correct accounts of the corporation's properties and business transactions, including accounts of its assets, liabilities, receipts, disbursements, gains and losses.

- e) Exhibit at all reasonable times the books of account and financial records to any officer in the corporation, or to his or her agent or attorney, on request therefor.
- f) Render to the President and Session, whenever requested, an account of any or all of his or her transactions as Treasurer and of the financial condition of the corporation.
- g) Prepare, or cause to be prepared, and certify, or cause to be certified, the financial statements to be included in any required reports.
- h) In general, perform all duties incident to the office of Treasurer and such other duties as may be required by law, by the Articles of Incorporation of the corporation, or by these Bylaws, or which may be assigned to him or her from time to time by the session.

The Corporation shall receive all monies or other properties transferred to it for the purposes for which the Corporation was formed (as shown by the Articles of Incorporation). However, nothing contained herein shall require the Board of Session to accept or receive any money or property of any kind if it shall determine in its discretion that receipt of such money or property is contrary to the expressed purposes of the Corporation as shown by said Articles.

The Corporation shall hold, manage, and disburse any funds or properties received by it from any source in a manner that is consistent with the expressed purposes of this Corporation.

Section 15. Indemnification of Officers

Each officer of the Corporation shall be indemnified by the Corporation against expenses reasonably incurred in connection with any action, suit, or proceeding to which the trustee or officer may be made a party by reason of being or having been an officer of the Corporation (whether or not he or she continues to be at the time of incurring such expenses), except in relation to matters as to which he or she shall finally be adjudged in such action, suit, or proceeding to be personally liable.

Article IV-Execution of Instruments, Deposits And Funds Corporate Records and Seal

Section 1. Execution of Instruments

The Session, except as otherwise provided in these Bylaws, may by resolution authorize any officer or agent of the corporation to enter into any contract or execute and deliver any instrument in the name of and on behalf of the corporation, and such authority may be general or confined to specific instances. Unless so authorized, no officer, agent, or employee shall have any power or authority to bind the corporation by any contract or

engagement or to pledge its credit or to render it liable monetarily for any purpose or in any amount.

Section 2. Checks and Notes

Except as otherwise specifically determined by resolution of the Session, or as otherwise required by law, checks, drafts, promissory notes, orders for the payment of money, and other evidence of indebtedness of the corporation shall be signed by the Financial Secretary and countersigned by such persons designated by the Session.

Section 3. Deposits

All funds of the corporation shall be deposited from time to time to the credit of the corporation in such banks, trust companies, or other depositories as the session may select.

Section 4. Gifts

The session may accept on behalf of the corporation any contribution, gift, bequest, or devise for the religious purposes of this corporation.

Section 5. Corporate Seal

The Board of Session or officers of the corporation may adopt, use, and at will alter, a corporate Seal. Such seal shall be kept at the principal office of the corporation. Failure to affix the seal to corporate instruments, however, shall not affect the validity of any such instrument.

Section 6. Members' Inspection Rights

If this corporation has any members, then each and every member shall have the following inspection rights, for a purpose reasonably related to such person's interest as a member:

- a) To inspect and copy the record of all members' names, and voting rights, at reasonable times, upon five (5) business days' prior written demand on the corporation, which demand shall state the purpose for which the inspection rights are requested.
- b) To inspect at any reasonable time the books, records, or minutes of proceedings of the members or of the Board or committees of the Board, upon written demand on the corporation by the member, for a purpose reasonably related to such person's interests as a member.

Section 7. Right to Copy and Make Extracts

Any inspection under the provisions of this Article may be made in person or by agent or attorney and the right to inspection includes the right to copy and make extracts.

Section 8. Records

The Corporation shall maintain adequate and correct accounts, books, and records of its business and properties. All such books, records, and accounts shall be kept at its principal place of business in the State of New York, as fixed by the Board of Session from time to time.

Section 9. Inspection of Books and Records

Every Elder shall have the absolute right at any reasonable time to inspect all books, records, documents of every kind, and the physical properties of the Corporation, and also of its subsidiary organizations, if any.

Section 10. Fiscal Year

The fiscal year of the Corporation shall be January 1-December 31 .

Section 11. Office

The principal office and mailing address of the Corporation is 340 Main Street, Islip, NY 11751.

Article V-Members

Section 1. Determination and Rights of Members

The Corporation shall have only one class of members. No member shall hold more than one membership in the corporation. Except as expressly provided in or authorized by the Articles of Incorporation or Bylaws of this corporation, all memberships have the same rights, privileges, restrictions and conditions.

Section 2. Qualifications of Members

The qualifications for membership in this corporation are as follows: Any person is qualified to become a member of this corporation. Any child becomes a member after confirmation.

Every person, who has been confirmed or members who have joined the church or transferred membership shall be entitled to the benefits and rights of membership.

Section 3. Admission of Members

Applicants shall be admitted to membership by profession of faith, reaffirmation of faith, or transfer certificate and shall be listed in the Church Rolls.

Section 4. Fees, Dues and Assessment

- a) The following fee shall be charged for making application for membership in the corporation: None.
- b) The annual dues payable to the corporation by members shall be: None.
- c) Memberships shall be nonassessable.

Section 5. Number of Members

There is no limit on the number of members the corporation may admit.

Section 6. Membership Book

The corporation shall keep a membership book, containing, the name and dates of affiliation of each member. Termination of the membership of any member shall be recorded in the book, together with the date of termination of such membership. Such book shall be kept at the corporation's principal office and shall be available for inspection by any member of the corporation during regular business hours.

The record of names of the members of this corporation shall constitute the membership list of this corporation and shall not be used, in whole or part, by any person for any purpose not reasonably related to a member's interest as a member.

Section 7. Nonliability of Members

A member of this corporation is not, as such, personally liable for the debts, liabilities, or obligations of the corporation.

Section 8. Termination of Membership

- a) Grounds for Termination. The membership of a member shall terminate upon the occurrence of any of the following events:
 - (1) Upon his or her notice of such termination delivered to the President or Secretary of the corporation personally or by mail, such membership to terminate upon the date of delivery of the notice or date of deposit in the mail.
 - (2) Upon a determination by the Board of Session that the member has been an inactive member (G.5.0203) for 10 years.
 - (3) Upon a determination by the Board of Session that the member has engaged in conduct materially and seriously prejudicial to the interests or

purposes of the corporation.

b) Procedure for Expulsion. Following the determination that a member should be expelled under subparagraph (a)(3) of this section, the following procedure shall be implemented:

- (1) A notice shall be sent by first-class or registered mail to the last address of the member as shown on the corporation's records, setting forth the expulsion and the reasons therefor. Such notice shall be sent at least fifteen (15) days before the proposed effective date of the expulsion.
- (2) The member being expelled shall be given an opportunity to be heard, either orally or in writing, at a hearing to be held not less than five (5) days before the effective date of the proposed expulsion. The hearing will be held by the Board of Session in accordance with the quorum and voting rules set forth in these Bylaws applicable to the meetings of the Board. The notice to the member of his or her proposed expulsion shall state the date, time, and place of the hearing on his or her proposed expulsion.
- (3) Following the hearing, the Board of Session shall decide whether or not the member should in fact be expelled, suspended, or sanctioned in some other way. The decision of the Board shall be final.

Section 9. Rights on Termination of Membership

All rights of a member in the corporation shall cease on termination of membership as herein provided.

Article VII-Dissolution

Upon dissolution of this Corporation, the Board of Session shall cause the assets herein to be distributed to another Corporation with purposes similar in mission and purpose.

Article VIII-Confessing Church Resolution Preamble

Resolved, that the Session of the Presbyterian Church of Islip meeting the 10th day of May, 2001 announces our commitment to the Confessing Church Movement with the Presbyterian Church (USA). In doing so, we join faithful believers throughout the Church in confessing the Lordship of Jesus Christ, the authority of Scripture and God's standards for holiness.

We have made this decision out of our concern about the course which elected officials of our denomination are following. Many actions which are being promoted and sanctioned by those elected officials stand in opposition to "the faith once delivered" as stated in Scripture, the *Book of Confessions* and the *Book of Order*.

By this resolution we reaffirm our commitment to the essential tenets of the Reformed faith as expressed in the *Book of Confessions*, and reflected in the *Book of Order*, as standards for the guidance and governance of the church, “subject to the authority of Jesus Christ, the Word of God, as the Scriptures bear witness to him.”

We therefore endorse the following statements:

“Jesus Is Lord”

*“Jesus said, ... ‘I am the way, the truth and the life.
No one comes to the Father except through me.’”
-John 14:6*

We believe and confess that Jesus Christ alone is Lord of all and the way of salvation. As it is the primary mission of the Church to proclaim “the gospel for the salvation of Humankind,” no minister of the word and Sacrament, elder or deacon can proclaim that there are other ways to God, other ways to salvation, apart from Jesus Christ.

Jesus Christ alone:

is “the only Son of God, eternally begotten of the Father;”
is the Word of God by Whom all things were made;
came into the world to die on a cross for “us and our
salvation,” to “cleanse us from all sins;”
“at the cost of his blood...has redeemed us body and soul
from sin and all the dominion of the devil, and has bought
us for his very own;
provides, by his death, reconciliation between God and his
people;
is the only true source of eternal life for all who confess
faith in him.

“It is written ...”

*“Man shall not live by bread alone,
but by every word that proceeds
from the mouth of God.” – Matthew 4:4*

We believe and confess that Holy Scripture, as immediately inspired in Hebrew and Greek, and “kept pure in all ages,” is the Triune God’s revealed Word, the Church’s only infallible rule of faith and life.

The Holy Spirit bears witness to us that the Bible is “the most complete exposition of all that pertains to a saving faith, and also to the framing of a life acceptable to God,”

therefore the authority of Scripture is from God not from counsels of men.

“Be transformed ...”

*“Therefore, if anyone is in Christ, he is a new creation;
old things have passed away;
behold, all things have become new.” - 2 Corinthians 5:17*

We Believe and so confess that God’s people are called to holiness in all aspects of life - - a call to walk according to the Spirit, under the grace and mercy of God, and not according to the wisdom of the world.

We believe that the call to holiness includes honoring the sanctity of marriage between a man and a woman, the only relationship within which sexual activity is appropriate.