

**BYLAWS**  
**Presbytery of Detroit**

**Article I. Identity and Authority**

- 1) Constitution The Presbytery of Detroit is a governing body of the Presbyterian Church (U.S.A.), and as such is subject to the provisions of the constitution of the Presbyterian Church (U.S.A.).
- 2) Other Authorities. The provisions of civil law and the Presbytery's Articles of Incorporation govern the actions of the corporation. These Bylaws prescribe the Presbytery's structure and organization. The parliamentary authority for all matters shall be the most recent edition of Robert's Rules of Order.
- 3) Membership. In addition to the minister members and elder commissioners prescribed in the Book of order, each elder who is: elected an officer of the Presbytery or Corporation; a former elder-moderator of Presbytery who is a member of a congregation of the Presbytery of Detroit; chairperson of a standing committee, Visioning Team, or Ministry Team; or a voting member of the Coordinating Cabinet shall be enrolled as a member of the Presbytery for the term of office

**ARTICLE II. Incorporation and Trustees**

- 1) Incorporation. The Presbytery of Detroit is incorporated under the laws of the State of Michigan as "Presbytery of Detroit, Inc." in order to be able to hold property and manage permanent special funds. In these matters the Presbytery is subject to the applicable laws of the State of Michigan and to the provisions of the corporation's Articles of Incorporation.
- 2) Membership. The membership of the corporation consists of all those persons who would be eligible to vote at a duly constituted meeting of the Presbytery of Detroit.
- 3) Meetings.
  - a) Annual Meeting. The annual meeting of the corporation shall be the November stated meeting of Presbytery.
  - b) Any properly called and constituted meeting of the Presbytery of Detroit may consider and approve any corporation business permitted under state law, the Constitution of the Presbyterian Church (U.S.A.), the Bylaws of the Presbytery of Detroit, and Robert's Rules of Parliamentary procedure. Such actions shall be considered actions of the Corporation.
  - c) Special Meetings. Special meetings of the corporation may be called by the Trustees with ten days notice.
- 4) Trustees. The corporation shall elect nine elders in three classes as trustees. The Trustees shall report all their actions to the next stated meeting of the Presbytery.
- 5) Corporate Officers. The Trustees shall elect annually the Corporate President, Vice-President, and Secretary. The Treasurer of the Presbytery shall be the corporate Treasurer.

# BYLAWS OF THE PRESBYTERY OF DETROIT

## Article III. Meetings

- 1) Stated Meeting. Stated meetings of the Presbytery shall be held on the fourth Tuesday of January, February, April, June, August, October and November. The November stated meeting shall be the annual meeting for elections. The Presbytery may vote at any stated meeting for the purpose of rescheduling or canceling any future stated meeting.
- 2) Place and Time. The Presbytery shall determine the location and hour of its meetings, ordinarily upon recommendation of the Coordinating Cabinet. The Coordinating Cabinet shall have the authority to change the location or hour of the next stated meeting, if circumstances require it, by giving ten days notice to each minister and each clerk of session.
- 3) Worship. Each stated meeting shall include a service of worship under the direction of the Spiritual Formation and Faith Development Team. The service during the stated meeting in February shall include preaching the Word and sharing the Lord's Supper.
- 4) Special Rules of Order. These rules may be suspended by a two-thirds vote.
  - a) Speeches during debate shall be limited to three minutes.
  - b) Business requiring a motion, debate, and a vote may be considered only during the portion of the agenda designated for such business.
  - c) Where the maker of a motion requests it upon making the motion, he or she has the privilege of speaking first and last to the motion made.

## Article IV. Officers

- 1) Officers. The Officers of the Presbytery are the following: Moderator, Vice-Moderator, Stated Clerk, Recording Clerk, Treasurer and Assistant Treasurer.
- 2) Remuneration. All Officers shall be reimbursed by the Presbytery for expenses incurred in the proper discharge of their duties. The Moderator and the Vice-Moderator shall not receive additional compensation. The Presbytery may vote to provide compensation for the Stated Clerk and Recording Clerk, or the Treasurer, upon recommendation of the Coordinating Cabinet.
- 3) Terms and Election.
  - a) Moderator, Vice-Moderator. The Moderator and Vice-Moderator shall be elected at the November stated meeting, shall take office on January 1, shall be installed at the February stated meeting, and shall serve for one year or until a successor is installed. The Committee on Nominations shall nominate one person for each office. Opportunity shall be given for nominations from the floor. If there are nominations from the floor, the vote shall be by ballot. If not, the Presbytery may elect by acclamation.
  - b) Stated Clerk, Recording Clerk, Treasurer. The Stated Clerk, the Recording Clerk, the Treasurer and the Assistant Treasurer shall serve for three years or until a successor takes office. Their election, and the election of an Interim Stated Clerk, shall be handled like a pastoral call. The Coordinating Cabinet shall nominate one candidate, upon recommendation of the Presbytery Operations Ministry Team. Nominations from the

floor shall not be in order. The Presbytery shall vote by ballot on the question, "Shall this person be elected to this Office?"

- c) Re-election. There shall be no limit to the number of consecutive terms an Officer may serve if re-elected.
- 4) Moderator
  - a) Duties. The Moderator shall have the duties specified in the Book of Order and in these Bylaws.
  - b) Vacancy. A vacancy in the office of Moderator shall be filled by the Vice-Moderator for the remainder of the term.
- 5) Vice-Moderator
  - a) Duties. The Vice-Moderator shall preside or act on behalf of the Moderator when the Moderator so requests, and shall preside at meetings of the Presbytery when the Moderator is not present.
  - b) Vacancy. If there is a vacancy in the office of Vice-Moderator, the Presbytery may elect a successor or may choose to leave the office unfilled for the remainder of the term.
- 6) Stated Clerk
  - a) Duties. The Stated Clerk shall have the duties specified in the Book of Order and in these Bylaws.
  - b) Vacancy. If there is a vacancy in the office of Stated Clerk, the Coordinating Cabinet, on recommendation of the Presbytery Operations Ministry Team, shall appoint an Acting Stated Clerk, who shall serve until the Presbytery elects an Interim Stated Clerk or a new Stated Clerk.
- 7) Recording Clerk
  - a) Duties. The Recording Clerk shall write the first draft of the minutes of Presbytery meetings and shall deliver the draft promptly to the Stated Clerk for review and revision, together with all papers and documents upon which action has been taken or is pending. The Recording Clerk shall also render such other assistance to the Stated Clerk as may be determined by the Council.
  - b) Vacancy. If there is a vacancy in the office of Recording Clerk, the Coordinating Cabinet may elect a Temporary Recording Clerk who shall serve for such periods as the Coordinating Cabinet may specify.
- 8) Treasurer
  - a) Duties. The duties of the Treasurer are as in the Book of Order and the approved job description. The Treasurer is responsible to the Presbytery, its Coordinating Cabinet, and the Trustees.
  - b) Vacancy. If there is a vacancy in the office of Treasurer, the Coordinating Cabinet may appoint an Acting Treasurer until the Presbytery elects a Treasurer.
- 9) Assistant Treasurer
  - a) Duties. The duties of the Assistant are as directed by the Treasurer to assist the Treasurer in his or her duties.

## BYLAWS OF THE PRESBYTERY OF DETROIT

- b) Vacancy. If there is a vacancy, the Coordinating Cabinet may appoint an acting Assistant Treasurer until Presbytery elects

### **Article V. Administration**

- 1) The Presbytery shall have an Executive Presbyter, who shall serve as chief administrator of the Presbytery, accountable to the Coordinating Cabinet and the Presbytery for implementation of decisions and matters of strategy, program, and resources. The Executive Presbyter shall supervise Presbytery operations and staff, and provide for staff services for the agencies and committees of the Presbytery. The Executive Presbyter shall be an ex officio member without vote of all committees, teams, and Team entities, and cabinets of Presbytery.
- 2) Term and Election. The Executive Presbyter shall be presented to the Presbytery for a call of indefinite period by a special committee of Presbytery elected to search for an Executive Presbyter.
- 3) Vacancy. If there is a vacancy in the office of Executive Presbyter, the Coordinating Cabinet, in consultation with the Presbytery Operations Ministry Team, shall propose an Acting Executive Presbyter to Presbytery for its election.

### **Article VI. The Coordinating Cabinet**

- 1) Responsibilities of the Coordinating Cabinet.
  - a) This cabinet will function as a coordinating and advisory body to the Ministry Teams and the required committees of Presbytery. It will coordinate the work of these areas to insure that their work is in line with the mission and vision of the Presbytery.
  - b) It shall, in consultation with the Presbytery Operations Ministry Team, nominate for election by the Presbytery the Stated Clerk, the Recording Clerk, the Treasurer, and Executive Staff.
  - c) In consultation with the Planning and Visioning Team, propose the annual budget to the Presbytery.
  - d) It shall facilitate Effective Communication with congregations in regard to the work and ministry of the whole Presbytery.
  - e) It shall prepare the agenda for Presbytery meetings based upon the needed actions and information to be communicated to the Presbytery Assembly from each Ministry Team and required committee. Actions needing Presbytery approval will come to the Presbytery from a Ministry Team or required committee after discussion with the Coordinating Council.
  - f) It shall recommend for Presbytery approval the annual compensation and benefits of the Stated Clerk, the Recording Clerk, the Treasurer, and the Executive Staff after hearing recommendations from the Presbytery Operations Ministry Team.
  - g) It shall recommend to Presbytery changes in staff design.
  - h) It shall make recommendations to Presbytery that benefit Presbytery or need Presbytery approval.
  - i) It shall report all its actions to the next stated meeting of the Presbytery

2) Composition of the Coordinating Cabinet

- i) The Chairperson or designee of each Ministry Team, the Chairperson or designee of the Planning and Vision Team, the Chairperson or designee of all Required Committees, and the present Vice Moderator of Presbytery.
- ii) The immediate past Moderator of Presbytery, who will serve as the Chairperson, and the Present Moderator of Presbytery, who will serve as the Vice Chair.
- iii) The Moderator or designee of Presbyterian Women in the Presbytery of Detroit and the President or designee of the Detroit Council of Presbyterian Men.
- iv) The Executive Presbyter and all Associate Executive Presbyters.
- v) The Stated Clerk, with voice but no vote.
- vi) An African American designee from the Michigan Black Presbyterian Caucus.

**Article VII. Planning And Visioning Team**

1) Responsibilities of the Planning and Visioning Team

- a) Serve as a custodian of the vision and mission of Presbytery.
- b) Challenge the Presbytery to look at its life and its work theologically and in the context of the Mission and Vision Statement.
- c) Continue to plan and vision for future years and make proposals for the welfare of the Presbytery.
- d) Make recommendations regarding planning, budget and vision to the Coordinating Cabinet for consideration and action by the Presbytery.
- e) Develop and recommend to the Coordinating Cabinet the annual budget of the Presbytery.
- f) In consultation with the Trustees, it shall monitor the Presbytery budget.
- g) Review and recommend desired structure of Presbytery every three years.

2) Composition of the Planning and Visioning Team

- a) The Planning and Visioning Team shall consist of nine members, balanced between elders and clergy, elected at large.
- b) All members including the chair shall be selected through the established processes of the Nominating Committee.
- c) The Executive Presbyter and other appropriate staff will serve as ex officio members without vote.

**Article VIII. Ministry Teams**

1. Responsibilities of a Ministry Team.

- a. It shall create task forces, work groups, ad hoc committees, or other entities, as it deems necessary to fulfill its duties. The work of the Ministry Team will be guided by the core values contained in the Mission and Vision documents.
- b. To this end, it shall:
  - i. Report to the Coordinating Cabinet and Presbytery the creation, *purpose* and membership requirements of each team.
  - ii. Recruit members for each entity created, and submit the names of the members and the chairperson to the Nominating Committee for election by the Presbytery.

## BYLAWS OF THE PRESBYTERY OF DETROIT

- iii. Appoint the chair from among those elected by Presbytery.
  - iv. Oversee and coordinate the function of the entities created.
  - v. Provide mission guidelines, policies, responsibilities of each entity created.
  - vi. Provide for the oversight of training and education of persons serving in the entities created.
- c. It shall review annually the purpose and work of the entities it has created, to the end of continuing or ending each one as needed.
  - d. It shall submit annually reports to the Coordinating Cabinet on the activities of its various subordinate entities.
  - e. It shall submit to Presbytery after consultation with the Coordinating Cabinet recommendations that benefit Presbytery or need Presbytery approval.

### 2. Composition of Ministry Teams and Subordinate Entities.

- a. . Each ministry Team shall be comprised of six members recommended by the nominating committee. In addition each ministry Team may add to its membership the chairs of entities created by the Team whose membership has been submitted to the Nominating Committee and elected by the Presbytery.
- b. Each entity created by a ministry team shall be comprised of at least three members, as determined by the Ministry Team. The members' names shall have been submitted to the Nominating Committee and elected by the Presbytery. The chair of any such entity may be a member of the Ministry Team.

### 3. Ministry Teams.

#### a. Presbytery Operations.

The Presbytery Operations Team shall have general oversight of operating and administrative functions of the Presbytery. The team shall recommend to the Coordinating Cabinet for Presbytery approval the annual compensation and benefits of the Stated Clerk, Recording Clerk, the Treasurer and the Executive Staff after hearing recommendations from the Executive Presbyter. It shall recommend position descriptions and staff assignments to the Coordinating Cabinet. In consultation with the Planning and Visioning Team, the Presbytery Operations team shall bring changes of staff designs to the Coordinating Cabinet for its recommendation to the Presbytery for its approval.

#### b. Congregational Life.

The Congregational Life Ministry Team shall be responsible for providing resources to congregations for their ministry, in areas such as, but not limited to, evangelism, worship, and communication.

It shall also resource the congregations in self-mission studies and assessments, particularly at the time of vacancy or tri-annually. It shall also seek to develop programs for and relationships among churches of similar size (small, medium, and large) and similar resourcing needs.

#### c. Social Justice and Peacemaking.

The Social Justice and Peacemaking Team shall be responsible for identifying and developing the programmatic response of the Presbytery to issues of social justice and peacemaking, including but not limited to racism, world hunger, and homelessness.

d. Mission Interpretation/Projects/Partnerships

The Mission Interpretation/Projects/Partnerships Team shall be responsible for interpreting and enhancing the relationship of the Presbytery and its congregations with the mission programs of the governing bodies of the Presbyterian Church (USA) and related ecumenical bodies. It shall provide liaisons and required membership to those local agencies with which the Presbytery has mission partnerships. It shall explore and create new partnerships between and among congregations in the Presbytery. It shall identify and recommend to Presbytery hands-on mission that utilizes the gifts and strengths of people in the Presbytery.

The Team shall interpret the mission of the Presbytery to the congregations and encourage their contribution to the general mission of the church.

e. Nurture and Support of Clergy and Lay Leadership.

The Nurture and Support of Clergy and Lay Leadership Team shall be responsible for developing relationships and programs that sustain and strengthen the leadership and youth of the Presbytery and its churches, both clergy and laity. It shall be a pro-active conduit for information and an advocate for cutting-edge ministries and leadership.

f. Spiritual Formation and Faith Development.

The Spiritual Formation and Faith Development Team shall be responsible for supporting and resourcing congregations in their ministries of spiritual formation and faith development, including such areas as stewardship and Christian education. The Team shall also be responsible for the relationship of Presbytery with theological seminaries. This team has oversight of the worship life of the Presbytery, to include (but not be limited to) preparing worship at all Presbytery meetings.

g. New Church Development/Redevelopment.

The New Church Development/Redevelopment Team shall be responsible for developing programs and resourcing congregations in church redevelopment. It shall oversee the work of new church development by the Presbytery. It shall proactively, in consultation with the Planning and visioning Team, explore those geographical bounds of the Presbytery for redevelopment and new church development.

h. Howell Conference and Nature Center Team

The Howell Conference and Nature Center Team shall have the responsibility for the supervision of day-to-day operations as well as long range planning for the Center. It shall: develop an annual budget and provide regular financial reports to the Trustees; maintain payroll, accounting, audit, and banking operations independent of the Presbytery; maintain adequate insurance to shelter the Presbytery from liability; conduct fund-raising projects to supplement guest fees to enable, so far as possible, the operations of the Center to be self-supporting; make provision for suitable housing for the director and the director's family; recruit, train, and supervise the necessary corps of volunteers and professional staff; secure all permits and licenses necessary for its operations; and develop and conduct programs and activities which are appropriate and designed to further objectives established in cooperation with the Coordinating Cabinet.

h. Urban Ministries Team

## BYLAWS OF THE PRESBYTERY OF DETROIT

The Metropolitan Urban Ministries Team will aid the Presbytery in moving beyond the current reality of our society, of economic, racial, educational and social service inequities, prejudices and injustices, toward a more beloved community. The Metropolitan Urban Ministries Team will help the Presbytery guide and direct the ministry of the members of Presbyterian Churches in the metro-urban communities, cities, suburbs, townships and rural areas in the six county area of Wayne, Oakland, Macomb, Livingston, St. Clair and Washtenaw, to the end that racially and culturally diverse communities within this area come to see themselves as economically, socially, politically and spiritually interdependent and interrelated.

1. Responsibilities of the Metropolitan Urban Ministries Team
  - a. Support and seek to encourage ministries to, with, and by congregations where there is partnership in ministry primarily between congregations of the Presbytery, and including other faith, civic, and commercial and governmental groups.
  - b. It shall conduct a running analysis of population trends and social issues in the 6 county area.
  - c. It shall compile and maintain a list of areas where urban projects are both desirable and feasible.
  - d. It shall consult with Planning and Visioning to secure adequate budget for the projects it deems high priority.
  - e. It shall oversee a new urban ministries fund, providing extra-budget financial support for ministries approved by the Team, Planning and Visioning, the Cabinet and Presbytery,
  - f. It shall consult with the sessions of churches in cooperation with Congregational Life, and when it is involved, with New Church Development and Redevelopment, in developing cooperative missions for metro-urban ministry and secure resources for the effective conduct of their work.
  - g. In collaboration and cooperation with the Congregational Life Team and the New Church Development/Redevelopment Team it shall meet with the sessions of churches to advise them about opportunities for ministries addressing urban issues in their communities and help them secure resources to develop relevant programs, in particular cooperative missions with other churches and community agencies and organizations.
  - h. It shall consult with the Committee on Ministry and other presbytery agencies calling their attention to congregations which need help and/or restructuring in order to address needs currently not addressed.
  - i. It shall work with the Committee on Ministry in developing an effective salary pool for ministers and staff of congregations which do not meet the criteria of being healthy. #
  - j. It shall report annually to the Presbytery about the state of ministries addressing urban issues within its bounds, and the challenges the Presbytery must address.
  - k. It may form work groups to facilitate partnerships and other specific programs addressing urban issues.
2. Composition of the Presbytery Metropolitan Urban Ministries Team

The Presbytery Metropolitan Urban Ministries Team will consist of six (6) members. Membership shall be balanced between ministers and elders, with attention paid to racial and ethnic minorities, women and leaders of congregations in urban areas, and members of the Black Presbyterian Caucus. All members shall be nominated by the Nominating Committee and elected by the Presbytery. (Initially the Team may be constituted from the current Urban Task Force, as many of its members as are willing to serve, and meet the above standards.)

3. Team Profile - Members shall have the following representative gifts and experiences;
  - a. A passion to address the current issues that challenge the concept of the beloved community.
  - b. Active participation in ministries or programs marked by cooperation and partnership between two or more agencies or entities of mission or service.
  - c. A demonstrated and articulated “love for the city”.
  - d. Experience in bringing people and resources together in organized efforts.

### **Article IX. Required Committees**

#### 1) Committee on Nominations

- a) Composition. Twelve members (four Ministers of the Word and Sacrament, four lay women, four lay men).
- b) Responsibilities. The Committee on Nominations shall nominate one person for each of the following positions:
  - i) The Moderator and the Vice-Moderator of the Presbytery.
  - ii) The chairperson (except for the chairperson of the Trustees, pursuant to Article II, Section 5) and the members of the Planning and Visioning Team; Ministry Teams; Required Committees; the members of the Permanent Judicial Commission; all by classes. It shall review names submitted by the Ministry Teams for entities they create and submit them to Presbytery for election.
  - iii) The Commissioners and Youth Advisory Delegates to General Assembly and Synod.

#### 2) Select Committee on Nominations.

- a) Composition. The most recent five past moderators of Presbytery who are able to serve.
- b) Responsibilities. The Select Committee on Nominations shall annually nominate members of the Nominating Committee to Presbytery for election.

#### 3) Committee on Preparation for Ministry

- a) Composition: Twenty-one members.
- b) Responsibilities:
  - i) Carrying out the responsibilities assigned to the Presbytery committee in G-14.0300 and G-14.0400. The Committee on Preparation for Ministry shall have the authority to dismiss candidates to other presbyteries whenever it determines that such action is justified, provided that the committee shall report any such action to the next stated meeting of the Presbytery.

#### 4) Committee on Ministry

- a) Composition: Thirty members (fifteen elders, fifteen ministers of the Word and Sacrament).

## BYLAWS OF THE PRESBYTERY OF DETROIT

### b) Responsibilities:

- i) Carrying out the responsibilities assigned to the Committee on Ministry in G-11.0400, G-11.0500, G-14.0500, and G-14.0600. The Committee on Ministry shall have the authority to exercise any of the powers listed in G-11.0502h if the committee determines that the welfare of the church requires action before the next meeting of the Presbytery, provided that the Committee shall report any such action to the next stated meeting of the Presbytery.
  - ii) Recommending the composition of administrative commissions to ordain and/or to install ministers of the Word and Sacrament. If the Presbytery authorizes an ordination or an installation but does not appoint a commission to carry it out, the Moderator of the Presbytery shall have the authority to appoint a commission for that purpose.
- c) Membership shall be for a term of three years and replacement of a member whose term has not expired shall be for the remainder of that term. Members shall be ineligible to serve more than two consecutive terms or consecutive portions of terms.

### 5) Committee on Representation

a) Composition. Six members, elected in accordance with provisions of G-9.0105.

### b) Responsibilities:

- i) Carrying out the responsibilities assigned to the Committee on Representation in G-9.0105, G-11.0103d, and G-11.0302.
- ii) Counseling with particular churches where the various constituencies of the congregation are not represented on a session (G-11.0103e).

### 6) Trustees

a) Composition: Nine members.

### b) Responsibilities

- i) Providing for the proper management of all real property held by the Presbytery.
- ii) Providing office space and equipment for all Presbytery staff
- iii) Providing for proper insurance coverage for the Presbytery.
- iv) Providing for legal counsel for the Presbytery.
- v) Managing the Presbytery's permanently and temporary restricted funds, in consultation with the Treasurer and the Staff
- vi) Making recommendations to Presbytery to receive, buy, encumber, sell, or transfer its real property.
- vii) Making recommendations to Presbytery concerning Presbytery approval of loans and property transactions involving churches of the Presbytery.
- viii) Approving loans of Presbytery funds.
- ix) In consultation with the Treasurer and the Coordinating Cabinet, provide for the proper accounting of all financial transactions related to Presbytery funds.
- x) In consultation with the Treasurer, and the Coordinating Cabinet, assure that Presbytery's budget is monitored and that any concerns or irregularities are reported to the Presbytery.
- xi) Regularly review the financial statements of the Presbytery.
- xii) Name the firm to conduct the annual Presbytery audit and present the audit to the Presbytery.

**Article X. Committee Organization**

- 1) Terms. The Coordinating Cabinet, Teams and entities they have created, and Required Committees shall have three equal classes of members serving three year terms. No person may serve on one of these committees for more than six years consecutively, including any service as chairperson. Terms shall begin on January 1.
- 2) Chairpersons. Chairpersons of the Planning and Visioning Team, Required Committees and Ministry Teams shall be either Elders or Ministers of the Word and Sacrament. They shall be elected for one year terms which shall begin on January 1. No person may chair one of these Committees for more than three years consecutively. The chairperson of the Committee on Nominations, of the Committee on Ministry, and of the Committee on Representation must be a member of a class of that Committee. The chairpersons of the other Required Committees and Ministry Teams may serve as voting members of their Committees in addition to the members of the classes.
- 3) Quorums. The quorum of the Coordinating Cabinet, the Planning and Visioning Team, the Trustees, the Committee on Ministry, and all administrative commissions shall be a majority of the voting members. The quorum of all other committees, the Ministry Teams, and entities created by ministry teams shall be one-third of the voting members.
- 4) Co-opting. The Vision and Planning Team, The Coordinating Cabinet, and Required Committees may co-opt persons in addition to their elected members for one or more of the following purposes: advising the committee in an area of the person's expertise; consulting with churches; leading workshops or carrying out programs approved by the Committee. Co-opted persons may be given voice but not vote. When a committee co-opts a person, it shall report annually to the Committee on Nominations the person's name and church affiliation, the purpose for which the person been co-opted, and the expected duration of the person's service.
- 5) Special Committees. Special committees may be appointed only by the Presbytery. When the composition or membership of the committee is not specified in the motion creating the committee, the Moderator, in consultation with the Executive Presbyter, shall appoint members to the committee and designate its chairperson. The Moderator shall follow Presbytery and denominational guidelines regarding diversity.
- 6) Meetings by Telephone Conference. Committees, teams, cabinets, and other units may meet by telephone conference. All other requirements for a meeting shall be met, including the requirement that members present be able to communicate simultaneously with all other members present.

**Article XI. Judicial Process**

- 1) Permanent Judicial Commission. The Presbytery's Permanent Judicial Commission shall have seven members, elected in accordance with the provisions of D 5.0100.

## BYLAWS OF THE PRESBYTERY OF DETROIT

- 2) Judicial Committees. Presbytery shall elect 9 members to a Permanent Investigating Committee, who will be nominated by the Nominating Committee. The members shall be in three classes of six year terms. The Investigating Committee shall be trained by the Stated Clerk or his or her designee. When an Investigating Committee is needed, the Stated Clerk or designee shall select at least three from the Committee to investigate the allegations. Where the allegations call for special expertise, the Stated Clerk or designee, Moderator, and the Presbytery Executive together may appoint an additional person to the team investigating those allegations.

### **Article XII. Commissioners to General Assembly and Synod**

- 1) General Assembly. Commissioners to the General Assembly shall be elected at the November stated meeting. The Moderator of the Presbytery for the year of the General Assembly meeting shall be one of the nominees. If elected as a commissioner, the Moderator shall serve as coordinator of the General Assembly commissioners and shall serve as a liaison between the Presbytery and any persons from the Presbytery who are serving on General Assembly units. If the Moderator is not elected as a commissioner, the commissioners shall elect a coordinator from among themselves to fulfill these responsibilities. The Presbytery shall also elect as many alternate commissioners as it does commissioners. If a commissioner is unable to attend the meeting of the General Assembly, the Committee on Nominations shall determine which alternate commissioner shall be sent in that person's place.
- 2) Synod. Commissioner/Negotiators to the Synod shall be elected to rotating two year terms which shall coincide with calendar years. They may not ordinarily serve more than four years consecutively. After the annual election the Commissioners/Negotiators shall elect a coordinator from among themselves who shall serve as a non-voting member of the Coordinating Cabinet, arrange for orientation and support for the Commissioners/Negotiators, and serve as a liaison between Presbytery and any persons from the Presbytery who are serving on Synod units.

### **Article XIII. Policies**

- 1) Presbytery Policies. Upon motion of Coordinating Cabinet, Presbytery may adopt resolutions labeled as "policies." Such policies shall be included in Manual of Policies and Procedures. Presbytery Policies may be amended or suspended only by vote of Presbytery by procedures laid out in Robert's Rules of Order.
- 2) Committee Policies. The Coordinating Cabinet, Planning and visioning Team, Ministry Teams and Required Committees of Presbytery may establish policies and guidelines for the purpose of accomplishing their work. These policies and guidelines shall be presented to Presbytery for its information before they are implemented. Presbytery may direct the Coordinating Cabinet, any Committee or Team to change any policy. Committee policies and guidelines may be suspended or amended by the committee by procedures laid out in Robert's Rules of Order, but shall later report any such amendment or suspension to Presbytery. All committee policies and guidelines shall be included in the Manual of Policies and Procedures

- 3) Manual of Policies and Procedures. The Stated Clerk shall prepare and keep current a Manual of Policies and Procedures of the Presbytery of Detroit, which shall include all Presbytery policies, and all committee policies and guidelines. The Manual of Policies and Procedures shall be made broadly available.

#### **Article XIV. Amending and Suspending**

- 1) Bylaws. These Bylaws may not be suspended, except for those sections that provide for their own suspension. These Bylaws may be amended at any stated meeting of the Presbytery by a two-thirds vote, provided that written notice of the proposed amendment was given with the call to the meeting.

#### **Article XV. Effective Date**

These bylaws shall be effective January 1, 2003.

**Approved** by the Presbytery of Detroit 2/26/02

**Amended 5/28/02** to change Articles VII and VIII so that Ministry Teams will submit names to the Nominating Committee for entities the teams create, and the Nominating Committee will present them to Presbytery for election.

**Amended 5/28/02** to change Article VIII to conform to Article II, that the Trustees elect their own Chairperson.

**Amended 5/28/02** to change Article XIV (effective date) from June 30, 2002 to January 1, 2003.

**Amended 2/08/3** to: change IV8(a), duties of the Treasurer; adding new Article V; Amending Article VI(1)(a), responsibilities of the Coordinating Cabinet; Amending VI(2)(iv) Composition of the Coordinating Cabinet; VIII(1)(a) Responsibilities of a Ministry Team; VIII(2)(a) Composition of Ministry Teams and Subordinate Entities; VIII(3)(a) Presbytery Operations; VIII(3)(e) Nurture and Support of Clergy and Lay Leadership; X(6) Meetings by telephone Conference; various editorial changes.

**Amended 6/22/04** to move responsibility for youth ministries from the Congregational Life Team to the Nurture and Support of Clergy and Lay Leadership Team

**Amended 11/23/04**, Art #, Sec 1, to go from 5 to seven stated meetings/year.

**Amended 11/23/04**, Art VIII, Sec 2a and b to add membership of Teams and subordinate entities of Teams.

**Amended 2/5/05**, Art X, Sec 4 to allow co-opted members to sit on sub-committees.

**Amended 4/26/05**, Added Art VIII.3.h to create a ministry team for the Howel Center.

**Amended 8/23/05**, Amended Article X Sec 5, to allow for appointments to Special Committees by the Moderator of Presbytery.

**Amended 4/25/06**, Amended Articles VI §1g and VIII §3a to add the requirement that the Coordinating Cabinet approve changes in staff design before submission to Presbytery.

**Amended 11/28/06**, Amended Article VIII, §2b by deleting "shall" and inserting "may" in the last sentence, making membership of Team entity chairs on the Team discretionary

**Amended 1/23/07**, Amended sections of Article IV to add an Assistant Treasurer.

**Amended 2/27/07**, Amended to add Article VIII(3)(f) to add a Metropolitan Urban Ministries Team

**Amended 4/22/08**, Amended Article XI § 2 by deleting and inserting a new provision to add a permanent investigating committee.

**Amended 6/17/08**, Amended Article VI § 2 by amending subsection iv and adding v and vi to make the executive and associate executive presbyters members with vote, the stated clerk as a member without vote, and a new representative from the Black Caucus.

**Amended 6/17/08**, Amended Article VI, §1e by striking the words "Coordinating Council" and inserting the words "Coordinating Cabinet."

