

Providence Forge Presbyterian Church

Congregational Rules Agreement Paper

I. Relationship to the Presbyterian Church (U.S.A.)

The Providence Forge Presbyterian Church is a congregation of the Presbytery of the James in the Synod of the Mid-Atlantic of the Presbyterian Church (U. S. A.)

II. Governance of the Congregation (G-1.0103)

The Congregation shall be governed by the Constitution of the Presbyterian Church (USA) which consists of two parts: (1) The Book of Confessions and (2) The Book of Order. Roberts Rules of Order (Newly Revised) shall be used for parliamentary guidance, except when it is in contradiction to the Constitution.

III. Meeting of the Congregation (G-1.0501)

The annual meeting of the Congregation is ordinarily held on the last Sunday of January. At that meeting, the following business may be transacted:

1. Annual Reports
2. Election of Church Nominating Committee
3. Election of Ruling Elders and/or Deacons
4. Review of Compensation for the Installed Pastor(s).
5. Presentation of the church's annual budget.

Special meetings of the Congregation may be called by the Session, Presbytery, or ¼ of the membership making the request in writing.

IV. Notice of Meetings (G-1.0502)

Proper notice for Congregational Meetings shall be announcement on two (2) consecutive Sundays prior to the meeting.

V. Quorum for the Meeting (G-1.0501)

The quorum for a Congregational meeting shall be 10 % of the active membership of the congregation. No proxy voting is allowed.

VI. Moderator and Secretary of the Meeting (G-1.0504; 1.0505)

The Moderator of the Congregational Meeting shall be the Installed Pastor or the Teaching Elder so designated by the Presbytery. The Secretary of the Congregational Meeting shall ordinarily be the Clerk of Session. If the Clerk is not able to serve, the Congregation shall elect a Secretary for the particular meeting.

VII. Minutes of the Meeting

Minutes of the Congregational Meeting shall be approved by the Session at its next Stated Meeting.

VIII. The Session (G-1.0503a; 2.0401)

The Session of Providence Forge Presbyterian Church is ordinarily composed of twelve (12) Ruling Elders elected by the Congregation for a three year term.

An elder may serve up to an aggregate of six years prior to being required to take one year's leave from service.

IX. The Deacons (G-2.0202; 2.0401)

There is no Board of Deacons at Providence Forge Presbyterian Church.

The responsibility normally under the jurisdiction of the Deacons shall be assumed by the Session. There shall not be a Board of Deacons or Commissioned Deacons.

X. Nominating Committee (G-2.0401)

At least two members of this committee shall be Elders designated by the Session, one of whom shall be currently on the Session and serve as Chair of the Committee. At least four, but no more than six (exclusive of the Pastor), shall be chosen by the congregation. None of these shall be an Elder in active service on the Session.

XI. Amendments to the Congregational Rules

These Rules may be amended by a two-thirds vote of the members present and voting, providing that the proposed changes shall have been distributed at the same time as the call of the meeting at which the changes are voted upon.