

**BY-LAWS  
GREEN VALLEY PRESBYTERIAN CHURCH**

ARTICLE I

The Green Valley Presbyterian Church, Henderson, Nevada, being a particular congregation of the Presbyterian Church (USA), recognizes that the Constitution of the said church is in all its provisions obligatory on it and its members.

ARTICLE II

There shall be an Annual meeting of the congregation in the place of worship on a Sunday in January, as the session shall designate, for the transaction of any business properly presented before such meeting.

There shall be a Regular meeting of the congregation in the place of worship on a Sunday in October designated by the session, for the purpose of electing officers for the ensuing calendar year, and such other business which may properly come before the meeting.

ARTICLE III

Public notice of the time, place and purpose of all meetings of the congregation shall be given at least two (2) Sundays prior to the appointed time.

ARTICLE IV

The Pastor shall preside as Moderator of the Congregation Meetings. If the pulpit is vacant or if the Pastor is ill, or otherwise unable to preside at a meeting, an alternate Moderator shall be identified in accordance with the requirements of the Book of Order.

ARTICLE V

Only members on the active member roll of the church shall be permitted to vote at Congregation Meetings. Voting by proxy is not permitted.

ARTICLE VI

Meetings shall be conducted in accordance with the latest editions of the Book of Order and Robert's Rules of Order.

ARTICLE VII

A quorum for a Congregational Meeting shall consist of the Moderator, a Secretary, and at least 10 percent (10%) of the congregational members eligible to vote.

ARTICLE VIII

There shall be a representative Nominating Committee chosen from active members of the church. Two members of the committee shall be elders designated by the session, one of whom shall be currently on the session and serve as moderator of the committee. One member shall be designated from the board of deacons. Other members of the committee, in sufficient number to constitute a majority thereof, shall be chosen by the congregation, none of whom may be in active service on the session or the board of

deacons. . The Pastor shall be an ex-officio member of the committee. The nominating committee shall be elected by the congregation annually and no member of the committee shall serve more than three years consecutively.

The committee shall present one (1) eligible person for each elder or deacon position to be filled.

Additional nominations of qualified persons may be made from the floor by any eligible voter, providing the person so nominated has agreed to serve if elected.

#### ARTICLE IX

There shall be a Personnel Committee which shall consist of five (5) members -- two (2) active elders, and three (3) members of the congregation. The members shall serve three (3) year terms which shall be staggered so that there shall always be a minimum of three (3) experienced members. The initial terms shall be three (3) years, two (2) years and one (1) year. Members may serve two (2) consecutive terms, not to exceed six (6) consecutive years. The elders on the Personnel Committee shall bring the names of the proposed congregation members before the session for election to the Personnel Committee.

#### ARTICLE X

All meetings shall be opened and closed with prayer.

#### ARTICLE XI

The session shall hold stated meetings at least quarterly. The Pastor may call a special meeting of the session when he or she deems it advisable and shall do so when requested in writing by any two (2) members of the session. The session shall also meet when ordered to do so by Presbytery. Reasonable notice must be given prior to all special meetings. If a matter is pressing or urgent in the discretion of the Moderator, that item of business may be presented to and voted on by the members of session using email; the motion and the result of the email vote shall be presented by the Clerk of Session at the next session meeting and after opportunity for discussion, a confirming vote shall be taken and recorded in the minutes of that meeting. A quorum of the session shall consist of the Pastor or other presiding officer and one-third (1/3) of the elders on active service.

#### ARTICLE XII

The Clerk of Session shall be an elder elected by the session annually for a term of one (1) year.

There shall be eighteen (18) elders divided into three (3) classes of six (6) elders each, one (1) class of whom shall be elected each year at an annual meeting for a three (3) year term. No elder shall serve on the session for consecutive terms, either full or partial, of more than six (6) years and shall be ineligible to serve an additional term until one (1) year shall have elapsed. No person may be elected to serve on the session for less than three (3) years, except to fill an un-expired term created by death or resignation or at the time of organization.

#### ARTICLE XIII

The elders on session shall serve as Trustees, also known as of Directors, of Green Valley Presbyterian Church, Inc. The elders terms as Trustees (Directors) will be concurrent with their terms on session. The Directors will select, from their members, individuals to serve as President, Treasurer and Secretary of the corporation.

The Directors shall meet at least quarterly.

#### ARTICLE XIV

There shall be twenty-one (21) members of the board of deacons divided into three equal classes, one class of whom shall be elected each year at the Regular Meeting for a three (3) year term. No deacon shall serve consecutive terms, either full or partial, of more than six (6) years. Following a lapse of one (1) year, he or she may again be elected.

#### ARTICLE XV

Minutes of all meetings of the congregation will be kept by the Clerk of Session. The session shall approve these minutes at the first stated meeting following the meeting of the congregation. The approved minutes will be kept in the Session Minutes Book.

#### ARTICLE XVI

Vacancies on the session or board of deacons may be filled at a special meeting of the congregation or at the Annual Meeting, as the Session may determine.

#### ARTICLE XVII

The By-Laws may be amended subject to the charter of the Corporation, the Laws of the State of Nevada and the Constitution of the Presbyterian Church (USA) at any Annual Meeting or any special meeting by a two-thirds (2/3) vote of the voters present provided that the proposed changes have been distributed in writing with the Call for Meeting.

#### ARTICLE XVIII

These rules, with the exception of those set forth or required by the constitution of the Presbyterian Church (USA), may be suspended by a two-thirds (2/3) vote of eligible voters present at a regular Congregational Meeting.

#### *CHANGE LOG for information – not part of bylaws*

1. Changes to the bylaws prior to May 16, 2004 are not entered in this log.
2. May 16, 2004 -- In called Congregational Meeting, modified membership of Personnel Committee, Article IX. Change is from three members (one elder and two congregational members) to five members (two elders and three congregational members).
3. September 30, 2007 -- In Regular Congregational Meeting, deleted requirement for youth elder and youth deacon from Articles XII and XIV, respectively.
4. On January 25, 2009. In the Annual Congregational Meeting: Changes the month specified for the Regular Congregational Meeting to elect officers from September to October, Article II. Changes the number of elders on session from fifteen to eighteen, Article XII. Changes the notice required for a Special Session Meeting from “a minimum of one (1) week” to

“reasonable”, Article XI. Incorporates provision for session email voting, Article XI. Also has multiple minor updates to terminology and for clarity.

5. On January 27, 2013. In the Annual Congregational Meeting: Specifies the makeup and terms of members of the Nominating Committee, Article VIII; Revises the Board of Trustees and the Board of Directors of the Corporation to include all elders on session, Article XIII; Clarifies that the deacons are a board, Article XIV: Adds Article XV governing minutes of meetings of the congregation.

Reviewed October 27, 2015