

**CORPORATE BYLAWS OF THE PRESBYTERY OF SOUTHERN KANSAS
OF THE PRESBYTERIAN CHURCH (U.S.A.)
Revised February 2013, August 2015**

Preamble

These Bylaws shall be interpreted and construed in conformance with the *Constitution of the Presbyterian Church (U.S.A.)*, the Articles of Incorporation of the Presbytery of Southern Kansas, Presbyterian Church (U.S.A.), Inc., and the laws of the State of Kansas; and wherever these Bylaws are deemed to be in conflict with such documents, rules, and laws, such documents, rules and laws shall govern.

Article I: Name, Boundaries, and Incorporation

- 1.1 Name:** The name of this organization shall be the Presbytery of Southern Kansas, Presbyterian Church (U.S.A.), Inc.
- 1.2 Purpose:** The purpose of this corporation is to manage the secular corporate affairs of this Presbytery in accordance with the applicable laws of the United States and the State of Kansas in a manner consistent with the Constitution of the Presbyterian Church (U.S.A.).
- 1.3 Boundaries:** The Presbytery has under its care and jurisdiction the ministers and particular churches situated within the counties of Greeley, Hamilton, Stanton, Morton, Wichita, Kearney, Grant, Stevens, Scott, Finney, Haskell, Seward, Lane, Gray, Meade, Ness, Hodgeman, Ford, Clark, Rush, Pawnee, Edwards, Kiowa, Comanche, Barton, Stafford, Pratt, Barber, Rice, Reno, Kingman, Harper, Harvey, Sedgwick, Sumner, Marion, Butler, Cowley, Elk, Chautauqua, Woodson, Wilson, and Montgomery, that part of Greenwood County south of a line from the Southeast corner of Chase County to the Southwest corner of Coffey County to exclude the Church of Madison, and McPherson County except for Gypsum Creek Township, all counties in the State of Kansas. (Presbytery Southern KS Minutes 2001p140)
- 1.4 Incorporation:** The Presbytery shall be incorporated as a not-for-profit corporation.
- a. Trustees:** The Presbytery shall elect a Board of Trustees consisting of (six) 6 members.
- 1) Two of these members shall be designated by the Presbytery as the President and Secretary of the Trustees and Corporation.
 - 2) The Presbytery Treasurer shall be an ex-officio member of the Trustees, with voice and no vote.
 - 3) The Trustees shall report to the Presbytery through the Presbytery Coordinating Team.
- b. Election:**
- 1) Trustees shall be elected in equal classes of two (2) annually, who shall serve a three year term. Individuals shall be eligible to be elected to additional terms of service. One of these individuals shall be Moderator of the Presbytery Coordinating Team, who shall serve as Moderator.
 - 2) No person shall be eligible to serve for more than six consecutive years on the Trustees at a time. At least one full year must intervene between periods of service. Those who have served as Trustees of the Presbytery in the past may be consulted regarding the regular duties of the Trustees between elected terms of service.
 - 3) Trustees shall be nominated to the Presbytery for election through the regular nominating process of the Presbytery. Nominations to the Trustees may be taken from the floor.
- c. Primary Functions of the Trustees:**
- 1) The Trustees shall hold title to all Presbytery property, including camps, and make recommendations to Presbytery concerning requests from congregations to take action regarding the acquisition, use, encumbrance, and disposition of real property.
 - 2) The Trustees shall manage funds accrued from the sale of property and of all funds designated for capital investment by the Presbytery, unless otherwise designated by the Presbytery. They shall also be responsible for managing the endowment funds of the Presbytery, unless otherwise specified in the Manual of Operations.

- d. **The Officers of the Trustees:**
The officers of the Trustees shall be a President and a Secretary. The President and Secretary shall be nominated for election by the Presbytery by the Presbytery Support team in concurrence with the Board of Trustees. Either officer may sign all legal documents that the Presbytery authorizes.
- e. **Resident Agent:** The Resident Agent shall be the “PRESBYTERY OF SOUTHERN KANSAS, PRESBYTERIAN CHURCH (U.S.A.), INC.” The Registered Office shall be “3521 WEST 21ST STREET NORTH, WICHITA, KS 67203”.
- f. **Vacancies:** In the event that an individual is unable to serve for a full term, a vacancy shall be declared and the Presbytery Support Ministry Team shall nominate an individual for election to serve the remainder of the unfulfilled term as soon as possible. (2015pg108-109)

Article II: Membership

- 2.1 **Continuing Members:** Continuing members of the Presbytery shall be the particular churches of the Presbyterian Church (U.S.A.) that are located within the boundaries of the Presbytery; and all active, at large, and inactive Teaching Elders who have been received into membership by the Presbytery as provided in the **Book of Order** of the Presbyterian Church (U.S.A.).
- 2.2 **Ex-officio Ruling Elder Members:** A Ruling Elder, when elected Moderator or Moderator-Elect or Moderator of Council the Presbytery Coordinating Team, or Moderator of a Ministry Team of the Presbytery, shall be a full member of Presbytery ex-officio for the term of his/her office. 2015p109
- 2.3 **Elder Commissioners:**
 - a. Every Congregation shall be entitled to be represented at all meetings of the Presbytery by at least one **Ruling** elder as provided in the Book of Order.
 - b. In order that Presbytery shall have continuity to fulfill its responsibilities, elders shall normally be elected commissioners to the Presbytery for a one year term.
 - c. Any imbalance between: a) the number of **Teaching Elders** who are members of the Presbytery; and, b) the number of **Ruling** elders who are ex-officio members of Presbytery plus the number of **Ruling** elders that churches are entitled to send as commissioners to meetings of Presbytery shall be eliminated as provided in the Book of Order.
- 2.4 **“Entire Membership” Defined:**
The “entire membership” of the Presbytery shall consist of all **Teaching elder** members of Presbytery and all **Ruling** elders who are members of Presbytery ex-officio, plus the number of **Ruling** elder commissioners that the churches of the Presbytery are eligible to elect, including those Ruling elder commissioners that may be elected by churches in order to equalize **Teaching Elder** and **Ruling** elder participation at meetings of Presbytery.
- 2.5 **Presbytery membership:** Presbytery is a corporate expression of the church consisting of all the churches and **Teaching Elders** within a certain district.

Article III: Officers and Staff

- 3.1 **Officers**
 - a. **Officers:** The officers of the Presbytery shall be the Moderator, Moderator-Elect, Moderator of the **Presbytery Coordinating Team**, Stated Clerk, and Treasurer, whose position and/or job descriptions shall be approved by the Presbytery and recorded in the *Manual of Operations*.
 - b. **Nomination and Election:** One candidate for each office to be filled by election shall be nominated by the **Presbytery Support Team**, and nominations may be made from the floor.

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3.2 Staff

- a. **Staff:** The staff of the Presbytery shall be the **Administrative Assistant, Bookkeeper, Camp Administrator, Assistant Camp Administrator, Camp Staff** and such other non-exempt staff as approved by the Presbytery.
- b. **Position and Job Descriptions:** Position and/or Job descriptions shall be approved by the Presbytery and recorded in the *Manual of Operations*.

Article IV: Meetings

- 4.1 **Stated Meetings:** The Presbytery shall meet at least twice a year in accordance with the *Book of Order*
- 4.2 **Special Meetings:** Special Meetings of the Presbytery shall be called in accordance with the *Book of Order*. Expenses for special meetings shall be handled in accordance with articles 11.5 (b) & (c) of the *Manual of Operations* of the Presbytery.
- 4.3 **Corporation Meetings:** Every duly called and constituted meeting of the Presbytery of Southern Kansas shall constitute a duly and properly called meeting of the members of the Presbytery Corporation and all actions authorized to be taken by the Corporation may be taken at any Stated Meeting of the Presbytery without special notice to the members or at a Special Meeting called for the purpose of taking such action. The Moderator of Presbytery shall serve as moderator of the meeting.
- 4.4 **Roll:** The roll of any particular meeting of the Presbytery shall consist of the minister members present, and the elders present as commissioners from particular churches of the Presbytery or as ex-officio members of the Presbytery.
- 4.5 **Quorum:** The roll shall be taken at each meeting of the Presbytery by the Stated Clerk immediately following the opening prayer. The quorum of a Stated or Called (Special) Meeting of the Presbytery shall be ten percent of the eligible teaching elders and ruling elder commissioners provided that at least three teaching elders are present and three different churches are represented by duly elected ruling elder commissioners. (G-3.0304) (pp 11-12, Feb. 2013)

Article V: Presbytery Council

- 5.1 **Presbytery Council:**
 - a. The Presbytery shall establish and maintain a Presbytery Council in accordance with provisions of the *Book of Order* and the **PSK Articles of Incorporation**.
 - b. The Council shall now be known as the **Presbytery Coordinating Team**
- 5.2 **Rules: Presbytery Coordinating Team** membership, primary functions, meeting schedule and quorum requirements are as defined in the Manual of Operations Article 6.

Article VI: Commissions, Committees and Task Forces

- 6.1 **Commissions:** Commissions as defined by the **Book of Order** are only formed by the Presbytery and function as defined in the Manual of Operations, Article 7.
- 6.2 **Standing Committees:** The Presbytery shall have such Standing Committees as may be required by the *Book of Order* and as necessary and appropriate to carry out its work of mission and ministry. Such committees are enumerated and described in the *Manual of Operations*. Standing Committees are formed and dissolved by the Presbytery.
- 6.3 **Special Committees:** Special Committees shall be formed by the Presbytery ordinarily upon recommendation of **the Presbytery Coordinating Team**, with membership elected by the Presbytery.
- 6.4 **Task Forces:** A Task Force for a specific objective may be formed by committee, **the Presbytery Coordinating Team** or Presbytery and are accountable to the forming group.

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- 6.5 Membership:** The membership, responsibilities and organization, and reporting relationships shall be those required by the *Book of Order* and the *Manual of Operations*.
- 6.6 Electronic Meetings:** Standing Committees, Special Committees, Commissions and Task Forces may meet via conference calls, video conferences, chat or e-mail response. For any vote to be valid it must be held according to the requirements as stated in Robert's Rules of Order and be recorded in minutes and approved by the committee/commission/task force.2015pg111

Article VII: Amendment of Bylaws

- 7.1 Amendment:** These bylaws may be amended only at a Stated Meeting of the Presbytery by a two-thirds vote of the members present when the following conditions have been met: (1) notice of a proposed amendment and the related text has been filed with the Stated Clerk at least thirty days prior to a Stated Meeting; (2) the Stated Clerk has included the written notice and proposed amendment into the call for that Stated Meeting as a First Reading; (3) time is allotted at the next Stated Meeting for Second Reading, discussion and action.

7.2 Dates of Amendment:

Dates of previous Presbytery action are shown below the respective text.
These Bylaws were amended on February 17, 2004

The foregoing Bylaws were originally adopted by the members of the Presbytery of Southern Kansas on the 20th of September, 2003.

PRESBYTERY OF SOUTHERN KANSAS – Presbyterian Church (U.S.A.), Inc.