

VIII COMMITTEES OF PRESBYTERY

A. **Committee on Representation (COR):**

There shall be a COR whose purpose shall be to advise the Presbytery with respect to its membership and to that of its council, committees and other units in implementing the principles of participation and inclusiveness to insure fair and effective representation in the decision-making of the Presbytery. Specific responsibilities, functioning and membership qualifications shall be as stated in Book of Order G-9.0105.

Membership of the COR shall consist of Six (6) persons.

B. **Committee on Ministry (COM):**

The purpose and responsibilities of the Committee shall be as specified in the Book of Order G-11.0400, G-11.0500, G-14.0500, and G-14.0600. In addition to the mandated duties, the COM shall:

1. Exercise care and oversight of all pastors, certified Christian educators commissioned lay preachers, parish associates, and commissioned church workers.
2. Examine credentials and qualifications of ministers applying for membership in Presbytery and whose call is to a particular church.
3. Confer with pastors and sessions on engagement, continuation, or dissolution of relationships with certified Christian educators, parish associates, commissioned church workers, commissioned lay preachers, and other lay persons supplying the pulpit on a continuing basis.
4. Visit regularly and consult with each minister of the Presbytery whose call is to a particular church (Book of Order G-11.0502a).
5. Have the authority to dissolve the pastoral relationship in cases where the congregation and pastor concur, and so to inform the Presbytery (Book of Order G-11.0502h, 14-0507c).
6. Take special oversight of churches without pastors.
7. Oversee all churches through the annual review of session records.
8. Make recommendations regarding the uniting or dividing of churches, yoked fields, or larger parishes, in consultation with the members thereof.
9. Assist sessions to develop their own strategies.

10. Consult with sessions regarding their continuing financial viability, including per capita apportionment and denominational mission giving. This consultation shall be pastoral in nature and done in person.
11. Consult with sessions who are not sending elder commissioners to Presbytery on a regular basis. This consultation shall be pastoral in nature and done in person.
12. Consult with ministers whose call is to a particular church who are not regular in attendance at Presbytery meetings. This consultation shall be pastoral in nature and done in person.
13. Have the authority to find a call from another Presbytery in order and place it in the hands of the minister who has been called, and so inform Presbytery (Book of Order G-11.0502h, G-14.0507c).
14. Have the authority to dismiss a minister to another Presbytery and so inform the Presbytery (Book of Order G-11.0502h, G-14.0507c).
15. Have the authority to appoint a Moderator of Session for a vacant congregation and so inform Presbytery.
16. Have the authority to find a call of a church within the Presbytery in order and place it in the hands of the minister who has been called, and to receive the minister as a member of Presbytery, and so inform Presbytery.
17. Have authority to form an Administrative Commission to install a Minister of the Word and Sacrament in a permanent pastoral relationship with a church within the Presbytery, and so inform Presbytery.
18. Have authority to approve a contract between a session and a Commissioned Lay Pastor that may include the ministerial function of administering the Sacraments of Baptism and the Lord's Supper, conducting services of Christian Marriage and Moderating the session.
19. The Committee may delegate to the Chair or Vice Chair the authority to grant permission to a minister of Northern Waters to labor outside our bounds or a minister of another presbytery to labor within our bounds for specific worship related events.

The moderator, or designate, shall relate to the appropriate Synod Department/Committee in regard to ministerial relations matters.

Membership of the COM shall consist of Twenty (20) to Twenty-four (24) voting members. Fourteen (14) of these persons shall be area representatives, One (1) Chair of the COM, One (1) Secretary of COM, and Three (3) Sub-Committee Chairs. This committee shall consist of equal numbers of elders and ministers (Book of Order G-11.0501b). For the sake of balanced electing classes, the sub-committee chairs shall be placed in the electing classes of the COM.

B-1. Sub-Committee on Ministers and Their Work (MTW):

Membership of this Sub-Committee shall consist of One (1) member who shall be named the Chair. The Chair shall be authorized to co-opt such persons as may be necessary to fulfill the sub-committee's responsibilities.

This sub-committee shall serve as pastor and counselor to the ministers of Presbytery, with specific responsibility in the following areas:

1. Exercise care and oversight of all ministers engaged in non-pastoral work, and those honorably retired.
2. Visit regularly and consult with each minister of the Presbytery whose call is not to a particular church.
3. Minister to the special needs of retired ministers and/or disabled ministers and/or their families, giving oversight to pension concerns, and the Presbytery Welfare Fund.
4. Interpret the Board of Pensions program to the Presbytery.
5. Guide and counsel with ministers and other professional church workers in the area of study leave and continuing education. Policy will be developed/maintained regarding continuing education, reporting of study leave by members of Presbytery to this Sub-Committee, available continuing educational events, and an annual report to Presbytery concerning the use of study leave.
6. Examine credentials and qualifications of ministers applying for membership in Presbytery, and whose call is not to a particular church.
7. Prepare for presentation the Presbytery minimum salary and annual salary review reports of member ministers and Certified Christian educators.

8. Prepare for presentation the annual necrology reports for member ministers and elders.
9. Consult with ministers whose call is not to a particular church and who are not regular in attendance at Presbytery meetings. This consultation shall be pastoral in nature and done in person.
10. Oversee the continuing education of commissioned lay preachers.
11. Take responsibility for ministers' retreats, clergy-spouse retreats, and similar events.

It shall be the responsibility of the chair of this sub-committee to report regularly to the COM so that the Committee and Sub-Committee may work together in appropriate situations.

B-2. Sub-Committee on Churches and Their Work (CTW):

Membership of this Sub-Committee shall consist of One (1) member who shall be authorized to co-opt such persons as may be necessary to fulfill the Sub-Committee's responsibilities.

This Sub-Committee shall enable the development of Presbytery strategies so that local churches may attain/maintain viability to the great ends of the Church of Jesus Christ (Book of Order G-1.0200). This Sub-Committee shall:

1. Be concerned for all the churches in areas of strategy and viability.
2. Shall review and recommend all requests from churches concerning mortgages and sale of church properties.
3. Deal with matters concerning organization, reception, and dissolution of churches.
4. Shall organize and oversee Triennial visits.
5. Shall annually organize and oversee the review of local church Session Minute readings.

It shall be the responsibility of the chair of this Sub-Committee to report regularly to the COM so that the Committee and Sub-Committees may work together in appropriate situations.

B-3 Sub-Committee on Lay Pastors and Their Work (LPTW):

Membership of this Sub-Committee shall consist of One (1) member of COM. who shall be named chair, and Five (5) additional members shall be nominated, composing three (3) classes of two (2) persons each; at least two (2) of these members shall be elders, at least one (1) of whom has completed Lay Pastor Training.

This Sub-Committee shall serve as the coordinator of the Lay Pastor program of Presbytery and fulfill the responsibilities outlined in the Manual of Operations.

C. Committee on Preparation for Ministry (CPM):

The CPM shall have oversight of all matters pertaining to inquirers and candidates for church vocations and shall be guided and/or mandated in its work by procedures set forth in the Book of Order G-14.0300 and G-14.0400. Emphasis shall be given to:

1. Aiding churches in the encouragement of responsible recruitment for church vocations.
2. Providing continuing support for inquirers and candidates who are in covenant relationship with Presbytery.
3. Providing annually to Presbytery an updated list of inquirers and candidates in covenant relationship with Presbytery, including a brief progress report on each person.
4. Providing training for local sessions concerning the nature of covenant relationship with and the care of inquirers and candidates.
5. Interviewing, examining and making recommendations concerning inquirers and candidates to Presbytery and/or to the inquirer or candidate.
6. Having authority to enroll inquirers and to dismiss candidates to other presbyteries between Presbytery meetings and so inform the Presbytery in writing, at its next stated meeting (Book of Order G-9.0403 and G14.0507).

Membership of the CPM shall consist of Six (6) members. When it is appropriate, the Presbytery representative to the corresponding Synod Committee may attend at part or all of a meeting of this committee.

D. Nominating Committee (Nm):

The Nm shall present nominations to Presbytery. It shall use principles found in the Book of Order G-9.0800 and these Bylaws. The Nm shall:

1. Nominate persons to serve as commissioners to Synod and General Assembly.

Policy shall be developed/maintained as to criteria and process for nominations.
2. Nominate officers of Presbytery, chairs and members of committees, Presbytery Council committees, and persons serving more inclusive governing bodies as terms expire and when vacancies occur with the exception of the Nominating Committee itself.
3. Contact all nominees to explain requirements of positions and obtain their commitment to serve and fulfill the requirements if elected.
4. Present a slate of nominees which takes into consideration a fair representation of sexes, ages, ethnic groups and, when appropriate, geographic areas.
5. Provide job orientation for commissioners and Youth Advisory Delegates to Synod and General Assembly.
6. Be responsible to consult with committees or elected personnel who are not functioning. In the event of continued non-functioning, the Nm in consultation with the Executive Presbyter, shall recommend action to Presbytery.

Membership of the Nm shall consist of Six (6) members. The Presbytery representative to the Synod Nominating Committee shall be an ex officio member, with vote.

E. **Program Strategy Committee (PSC):**

The purpose of the PSC shall be the oversight of all-programmatic efforts of the Presbytery. (We must assume that the Committee on Ministry and the Presbytery Council may occasionally promote a program while their primary function will be administrative.) The PSC will operate under the direction of the Presbytery and/or Presbytery Council. The PSC will report regularly and will seek the approval of Presbytery and/or Presbytery Council for its actions.

Presbytery program in the areas of stewardship, education, youth, mission, evangelism, leadership development, revitalization of local churches, yearly program focus, will be the responsibility of the PSC.

The committee will be empowered to:

1. Determine which concerns will receive primary emphasis and will guide Presbytery in determining the priorities of any and all program needs.
2. Assign committee members or appoint task forces to work on specific concerns as seems appropriate.
3. Develop and support skilled members co-opted to work in specific areas of concern.
4. Determine what this Presbytery will do to respond to programs/studies/emphasis referred by Synod, General Assembly, and other bodies.
5. Receive and respond appropriately to ideas and needs referred to it by local churches, and other committees and individuals of Presbytery.
6. Develop budget requests annually and administer these funds appropriately.
7. Maintain and promote the Resource and Video Library.
7. Oversee the production of the Newsletter and web site.
8. Stewardship support of sessions.
9. Maintain a current Child Care Policy, distribute it to and be a resource for churches in it's application.
10. Develop and oversee the program content of a Presbytery.
11. Work with the host pastor to prepare for the worship of the Presbytery for its Stated Meetings.

The PSC shall be made up of Six (6) to Twelve (12) members. Its makeup shall be such that some members are located in proximity to all geographic parts of the Presbytery.

F. Ad Hoc Committees:

An Ad Hoc Committee may be appointed/elected to respond to matters not the responsibility of a standing committee, or a matter falling within more than one jurisdiction or one that a committee is unwilling or unable to address. It shall report any findings, recommendations, and/or action to Presbytery. The motion to create an Ad Hoc Committee must state:

1. Title and specific job description.
2. Composition of the Ad Hoc Committee, with recommendations of persons to serve.
3. Budget and source of funds.
4. Termination date for the Ad Hoc Committee and any subordinate deadlines on phases of its work.
5. If an Ad Hoc Committee is to continue beyond one year, it must be reinstated.