



# BYLAWS

The Presbytery of Long Island

# BYLAWS

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## CHAPTER I: INTRODUCTION

- A. The Presbytery of Long Island is a governing body of the Presbyterian Church (USA). The organization and procedures of this Presbytery shall be in accordance with the Constitution of the Presbyterian Church (USA). These bylaws shall contain only those functions and rules which are particular to the organization of the Presbytery of Long Island.
- B. The guiding principles of the organization of this Presbytery are:
1. The Holy Spirit calls us to transformation as individuals, as congregations, and as a Presbytery.
  2. The Church of Jesus Christ is always being transformed by God to be more faithful in a particular time and place.
  3. God commissions the Church for Mission into the world primarily through congregations. Congregational networks and partnerships can be effective and faithful agencies for transformation and mission. Mission conducted in a Presbytery area is best done in partnership with and among congregations.
  4. The Church is sent to be Christ's faithful evangelist. (Book of Order F-1.0302d)
  5. The Presbytery is more than a structure, an organization, a governing body, a staff, or an office. The Presbytery is connected congregations, pastors, elected officers, appointed workers, and specialized ministries serving together "assisting and supporting the witness of congregations to the sovereign activity of God in the world, so that all congregations become communities of faith, hope, love, and witness." (G-3.0301)
  6. The priorities for Presbytery are discerned in conversations about strengths, dreams, and needs of congregations voiced in gatherings.
  7. God calls the Presbytery leadership to be both committed to and reflective of its diversity. All people must be encouraged to fully share in roles of leadership.
  8. Presbytery governance shall embrace and encourage innovation and energy, while facilitating ministry initiatives, working cooperatively with other governing bodies, upholding standards of accountability, and maintaining fidelity to the Book of Order.
- C. The Presbytery shall use the most recent edition of Robert's Rules of Order as the parliamentary authority for the transaction of its business.
- D. The Presbytery consists of all ministers who are continuing members and of elders commissioned by the session of each Church, the number of which shall be in accordance with the Form of Government. Each elder elected an officer of the Presbytery; a chairperson or one of the co-chairpersons, a moderator, or a president of a Ministry Team or of a Support and Facilitation Network entity, or a member of the Shepherding Council shall be enrolled as a member of the Presbytery for the term of office. The Presbytery shall act to redress annually in January any imbalance in the

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number of elders according to an alphabetical listing of churches, on recommendation of the Stated Clerk.

## **E. Connections With Sessions**

1. The Presbytery is responsible for assisting and supporting sessions in their work of mission and ministry. The basic responsibilities and some points of contact are defined in G-3.0303.
2. Sessions are responsible for electing commissioners who shall become members of the Presbytery (G-3.0202a). These commissioners report the actions of the Presbytery to their respective sessions for study and implementation as appropriate. Another point of contact between particular churches and the Presbytery is the election and appointment of congregational members and (ruling) elders to Presbytery committees, councils, teams, and boards.
3. Sessions are responsible for submitting annual statistical reports to the Presbytery through the office of the Stated Clerk and submitting annually the official minutes and records of the session for review by the Presbytery through its Task Force on Records, Rules, and Review (G-3.0107, G-3.0108a).
4. The Presbytery will consult with sessions through their commissioners at the June stated meeting of Presbytery concerning the Presbytery's budget.

## **F. Standing Rules**

The standing rules of the Presbytery are appended to the Bylaws.

## **CHAPTER II: MEETINGS OF THE PRESBYTERY**

### **A. Time and Place of Meetings**

Ordinarily, the Presbytery shall have four stated meetings per year: the last Saturday in January, the last Tuesday of March or the second Tuesday after Easter (whichever fits best into the liturgical calendar), the last Tuesday in June, and the last Saturday in October; plus the Visioning Retreat or other Presbytery-wide event. The places and dates of the meetings for any given year will be recommended by the Advance Planning Team and approved by the Presbytery.

The Visioning Retreat shall be a Presbytery-wide gathering to discern God's call to respond to opportunities for ministry and mission in the midst of the Presbytery. The Visioning Retreat is intended to be set apart from the stated meetings of the Presbytery; as it is not a meeting of the Presbytery, no Presbytery business shall be conducted. It will be held every fifth year to set the priorities for the Presbytery for the next five-year cycle. When there is no Visioning Retreat planned, there may be some other Presbytery-wide event.

### **B. Call for the Meetings**

The members of the Presbytery and each clerk of session shall be notified by the Stated Clerk not less than 10 days before each stated and special meeting. The docket, as prepared by the Stated Clerk and the Advance Planning Team, and a summary of recommendations and actions shall be posted by the Stated Clerk in the Meeting Packet on the Presbytery's website prior to the meeting.

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The Moderator shall call a special meeting at the request, or with the concurrence, of two ministers and two elders, the elders being of different churches. Should the Moderator be unable to act, the stated clerk shall, under the same conditions, issue the call. If both Moderator and stated clerk are unable to act, any three ministers and three elders, the elders being of different churches, may call a special meeting. The notice of a special meeting shall set out the purpose of the meeting, and no other business than that listed in the notice shall be transacted.

## C. Quorum

The quorum of all called meetings of the Presbytery shall be the minimum as stated in the Form of Government. (G-3.0304)

## D. Minutes of the Meeting

At each stated meeting, the Stated Clerk shall recommend that the Presbytery approve the minutes of the previous stated meeting and any special presbytery meetings held between meetings. A copy of these minutes shall be posted by the Stated Clerk in the Meeting Packet on the Presbytery's website at least two weeks prior to the meeting at which they shall be approved.

## E. New Business

New business may be introduced in any Stated Meeting of Presbytery, provided that the matter is noted before the docket is approved. Any new business shall come in written form, and it shall be business of the kind that does not require extensive study and contemplation. A motion arising from new business may be debated, but the vote and additional debate will be postponed to the next Stated Meeting, allowing time for study and notification. If an urgent matter cannot wait until the next Stated Meeting, the vote may be taken at the meeting where the matter is introduced, requiring a 2/3 majority to pass. The Moderator will determine whether the matter is of sufficient urgency to warrant an immediate vote.

## F. Privilege of the Floor

1. **Commissioners:** All members of the Presbytery in good standing, all Commissioned Ruling Elders, and all Elder Commissioners shall have the privilege of the floor with a vote.
2. **Shepherding Council:** Members of the Shepherding Council who are not members of the Presbytery shall have the privilege of the floor but without a vote.
3. **Advisory Delegates:** Youth advisory delegates and alternates and theological student advisory delegates and alternates shall have the privilege of the floor but without a vote. This privilege shall begin upon their election and continue for one year.
4. **Presbytery Officers and Entities:** Each officer of the Presbytery, chairperson or one of the co-chairpersons, Moderator, and president of a Ministry Team or of a Support and Facilitation Network entity who is not a member of the Presbytery shall have the privilege of the floor, but without a vote.

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## CHAPTER III: OFFICERS OF THE PRESBYTERY

### A. Moderator & Vice-Moderators

Moderators are elected for a term of 4 years and become one of the members of the Moderatorial Team. The first year of the term they are the Second Vice Moderator, the second year of the term they are First Vice Moderator, the third year they become the Moderator and the last year of the term they are the Moderator of the Shepherding Council. Between meetings of the Presbytery, at the request of structures of the Presbytery and/or the General Presbyter/Stated Clerk, the Moderatorial Team shall have authority to make all decisions on behalf of the Presbytery necessary to aid congregations and presbytery entities, except that the group shall not have the authority to approve either sale of real estate or dismissal of a congregation.

### B. General Presbyter/Stated Clerk

The General Presbyter shall be elected for an indefinite term. The work and performance of the General Presbyter shall be reviewed annually, with a comprehensive review every five years. The review will be administered by the Personnel Committee, which will consult with the Personnel Committee of the Synod. The duties of the General Presbyter shall be those prescribed in the Book of Order, the Bylaws of the Presbytery, and the position description. The position description shall be recommended to the Presbytery for approval.

The Stated Clerk shall be elected for a term of five years at the second stated meeting of the year and shall assume office on July 1. The Stated Clerk is eligible for re-election. The duties of the Stated Clerk shall be those prescribed in the Book of Order, the Bylaws of the Presbytery, and the position description. The position description shall be recommended to the Presbytery for approval. The Stated Clerk shall be the Presbytery parliamentarian.

### C. Treasurer/Financial Secretary

The Treasurer/Financial Secretary shall be elected for a term of two years at the second stated meeting of the year and shall assume office on July 1. The Treasurer/Financial Secretary is eligible for re-election. The duties of the Treasurer/Financial Secretary shall be those prescribed in the Bylaws of the Presbytery and the position description. The position description shall be recommended to the Presbytery for approval.

## CHAPTER IV: ORGANIZATION OF THE PRESBYTERY

### A. Shepherding Council

#### 1. Membership

The Shepherding Council should include one of each from NCD, Salt and Light, Committee on Ministry, Committee on Preparation for Ministry, and Trustees, all appointed by the moderators of those entities, and at-large representatives. The Moderatorial Team (Moderator, First and Second Vice Moderators, and the immediate past Moderator, who shall be the Moderator of the Shepherding Council) and a member from the Advanced Planning Team will be members as well. The General Presbyter and Stated Clerk shall be ex officio members without vote.

#### 2. Meetings

The Council meeting of the Presbytery, shall meet in close timing with the Advanced Planning Team prior to the Stated Presbytery meetings, or at the call of the Moderator of the Council in consultation with the General Presbyter/Stated Clerk.

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### **3. Responsibilities**

The Shepherding Council shall fulfill all the functions and duties of a council as described in the Constitution of the Presbyterian Church (USA). It will utilize a flexible approach to leading the Presbytery in visioning, structure, and implementation of the Presbytery's priorities and needs. It shall also have the following powers and responsibilities:

- a. The Shepherding Council will coordinate, and the Advanced Planning Team will conduct an annual meeting which shall not be a Stated Presbytery meeting where business will not be conducted. The goals of the meeting are as follows: Provide focus on Mission, Worship, Advocacy, and Stewardship. It shall also offer a series of topical workshops and presentations.
- b. Provide a pool of persons for consideration by the Presbytery's Committee on Nominations to be elected by the Presbytery as At-Large representatives to the Shepherding Council and to recommend members to the Nominating Committee for the various Presbytery committees.
- c. Assist, support and promote the Presbytery Partnership Group programs of the Synod of the Northeast, particularly as appropriate to the work of the Salt and Light
- d. Develop leadership within the Presbytery
- e. Nominate members to the Presbytery Nominating Committee, and and strongly urge Clerks and Elders to serve on at least one Presbytery Committee for a period of 1-3 years, not to exceed a total of 6 years.
- f. Between meetings of the Presbytery, upon the request of another entity of the Presbytery or its stated clerk, the Council may exercise any Presbytery action except its G-4.0205 powers; such actions may be taken via electronic means

### **4. Reporting**

The Shepherding Council shall report at each stated meeting of the Presbytery. Its decisions shall be immediately operative wherever authority has been conferred, but may be changed by the Presbytery.

### **5. Council Structure**

The Council may establish committees as needed to fulfill its responsibilities. These committees shall be accountable to the Shepherding Council and shall report to it regularly. The standing committees of the Council include the following:

#### **a. New Church Fellowship and Development Team**

Membership: The New Church Fellowship and Development Committee shall consist of no fewer than six persons. The Committee shall select its own chair annually.

Responsibilities: The New Church Fellowship and Development Committee will develop intentional strategies for supporting communities of faith in different contexts; listen to the needs of people and their circumstances, support designs for ministry that will be an effective response to those needs; and identify and overcome the barriers within our Presbytery to ministry in different cultures.

## B. Ministry Teams of the Presbytery

### 1. Salt and Light Team

**Membership:** The Salt and Light Team shall consist of nine persons, nominated by the Committee on Nominations, and elected by the Presbytery in three classes of terms of three years each. Persons may serve for successive terms provided that no term of service exceeds six consecutive years. The Moderator of the Salt and Light Team shall be elected by the members of the Team annually. One member of the Salt and Light Team shall be a member of the Shepherding Council. This person will be elected by the Team for this service.

**Responsibilities:** The Salt and Light Team develops strategies to realize the work of the Presbytery as we reach out to make a difference in Word and in Deed which may include: works to support congregational initiatives to partner with other Presbyterian and non-Presbyterian churches for mutual growth in ministry and discipleship.

Between meetings of the Presbytery, the Salt and Light Team shall have the authority to carry out any of the Presbytery's G-3.0303a authority. The Team shall have the Presbytery's authority to modify or clarify the grants described in [3] below.

**Salt and Light Team Grants:** The Team shall be responsible for the solicitation, receipt, and review of Presbytery Partnership Grant Applications for all work under its purview, and will be solely responsible for the awarding of such grants. The Team shall administer grants with funds from the Presbyterian Peacemaking Fund (including Peace and Global Witness Offering).

## C. Support and Facilitation Network

The Support and Facilitation Network connects the different aspects of the Presbytery by facilitating the use of its various resources: clergy and lay leadership, staff, fiscal responsibility and stewardship, legal resources, and denominational polity and connection.

The Support and Facilitation Network shall consist of the following entities:

1. Constitutional structures mandated by the Book of Order and prescribed in the Bylaws of the Presbytery of Long Island:
  - a) Committee on Ministry
  - b) Committee on Nominations
  - c) Committee on Representation
  - d) Committee on Preparation for Ministry
  - e) Permanent Judicial Commission

Between meetings of the Presbytery member congregations may request that:

The Committee on Ministry exercises the Presbytery's G-2.01001 (commissioning elders), G-2.0805 (installation), G-2.0904 (dissolution), G-3.0107 (records), G-3.0108 (review), G-3.0301c/G-3.0303e (discord, acting as an administrative commissions).

The Committee on Preparation exercise the Presbytery's G-2.0601 (preparation), and G-2.610 (exception).

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The Trustees shall exercise all the Presbytery's G-4.000 authority – including G-3.0303f, except that the Trustees may not dismiss a congregation.

Presbytery, Committees, or other Presbytery entities may meet electronically so long as all participants can hear and participate in the meeting. (see Electronic Meeting Policy)

a. **The Committee on Ministry**

Membership: The Committee on Ministry shall consist of eighteen persons, divided into three equal classes. This Committee shall be constituted according to the Form of Government.

Responsibilities: The Committee shall serve the Presbytery in accordance with the Form of Government. The Committee may establish sub-committees as deemed necessary to fulfill its responsibilities. The Committee shall annually prepare a report on ministerial compensation and benefits and a compensation program for the following year for action by the Presbytery. The Committee shall approve salary supplement funds, emergency financial assistance, professional development grants, and grants shared with the Board of Pensions. It shall inform the Presbytery of provisions of the Benefits Plan of the PC(USA) and shall assist in evaluation of manses. The Committee on Ministry is authorized to find in order calls for the services of ministers, to approve the examination of ministers transferring from other presbyteries, to dissolve the pastoral relationship in cases where the congregation and the pastor concur, and to dismiss ministers to other presbyteries, with provision that all such actions be reported to the next stated meeting of Presbytery. (G-3.0307)

The Committee on Ministry is authorized to appoint a moderator of the session for a church without a pastor, and to name administrative commissions to install new ministers, with provision that all such actions be reported to the next stated meeting of Presbytery.

b. **The Committee on Nominations**

Membership: The Committee on Nominations shall consist of three persons, divided into three equal classes, with terms of office of three years and length of office. The membership shall consist of one-third ministers, one-third laywomen, and one-third laymen who shall be nominated by the Shepherding Council and elected by the Presbytery. The chairperson and vice-chairperson shall be nominated annually by the Shepherding Council and elected by the Presbytery. The Presbytery representative to the Synod Permanent Committee on Nominations shall be a member ex officio with vote.

Responsibilities: This Committee shall present nominations for officers and positions of the Presbytery, the Synod, and the General Assembly, except those specifically designated as the responsibility of the Shepherding Council. The Committee on Nominations shall request annually from each session the names of persons who should receive consideration for service in the Presbytery, the Synod, and the General Assembly.

c. **The Committee on Representation**

Membership: The Committee on Representation shall consist of three persons, divided into three classes, and shall be constituted in accordance with the Form of Government.

d. **The Committee on Preparation for Ministry**

Membership: The Committee on Preparation for Ministry shall consist of seven persons, divided into three classes. The Committee shall include clergewomen and racial ethnic persons.



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Responsibilities: This Committee is charged with the care and supervision of candidates for the office of minister of the Word and Sacrament. It shall fulfill the responsibilities regarding candidates outlined in the Form of Government, and other responsibilities as directed by the Presbytery. It shall seek to provide opportunities for youth and adults to become acquainted with the work of the office of minister of the Word and Sacrament; to bridge gaps among session, Presbytery, and seminary in the job of equipping people for this ministry; and to assist inquirers and candidates in financing their seminary education.

The Committee on Preparation for Ministry is authorized to certify candidates as ready for examination for ordination, pending a call, with provision that all such actions be reported to the next Stated Meeting of Presbytery.

e. **Permanent Judicial Commission**

Membership: The Permanent Judicial Commission shall consist of seven persons, divided into three equal classes. The commission shall be composed of ministers and elders in numbers as nearly equal as possible. The additional member may be either a minister or an elder. The term of office shall be six years and length of office shall be one term.

Responsibilities: The Permanent Judicial Commission shall fulfill the responsibilities designated in the Rules of Discipline.

**D. Presbytery structures as mandated by the Bylaws of the Presbytery of Long Island:**

1. Board of Trustees
2. Advance Planning Team
3. Personnel Committee
4. Budget and Finance Committee
5. Task Force on Self-Development of People
6. Committee of Counsel
7. Investigation Committee Pool
8. Support Pools
9. Task Force on Records and Review
10. Task Force on Bylaws, Bills, and Overtures

**1. The Board of Trustees**

Membership: The Board of Trustees shall consist of seven persons, divided into three equal classes. The Board shall annually elect a president and other officers who shall be confirmed by a vote of the Presbytery.

Responsibilities: The Board of Trustees shall be subject to the will of the Presbytery and shall fulfill the functions required by civil law and those that the Presbytery assigns to it. The Board shall be responsible for: a) implementing the policies of the Presbytery related to investments, financial guidance, and property. b) shall develop the operation and facilities budget needs of the Presbytery for presentation to the Budget and Finance Committee c) appoint one of its members to the Budget and Finance Committee d) and shall arrange for an annual audit of the records of the Treasurer/Financial Secretary of the Presbytery.

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## **2. Advance Planning Team**

Membership: The Advance Planning Team shall consist of six persons, nominated by the Committee on Nominations, and elected by the Presbytery in three classes of terms of three years each. Persons may serve for consecutive terms provided that no term of service exceeds six years. The chair of the Advance Planning Team shall be elected annually by the Team, provided that no individual may serve as chair for more than three consecutive years. The Moderator of the Presbytery shall also serve on the Advance Planning Team.

Responsibilities: Oversee and plan stated meetings of the Presbytery, including securing locations, setting agendas and schedules, developing themes and workshops, and coordinating worship. The Advance Planning Team will be responsible for the overall coordination of the stated Presbytery meetings, including preparing agendas and schedules, coordinating worship, developing themes and workshops, and inviting guests. The Advanced Planning Team will conduct an annual meeting, coordinated by the Shepherding Council, which shall not be a Stated Presbytery meeting where business will be conducted. The goals of the meeting are as follows: Provide focus on Mission, Worship, Advocacy, and Stewardship. It shall also offer a series of topical workshops and presentations.

## **3. Personnel Committee**

Membership: The Personnel Committee shall consist of five persons, nominated by the Committee on Nominations and elected by the Presbytery in three classes of terms of three years each. Persons may serve for consecutive terms provided that no term of service exceeds six years. The chair of the Personnel Committee shall be elected annually by the Committee, provided that no individual may serve as chair for more than three consecutive years. The First Vice-Moderator of the Presbytery shall also serve on the Personnel Committee.

Responsibilities: The Personnel Committee will be responsible for the oversight of personnel and staff. The Personnel Committee shall review staffing requirements and the personnel plan of the Presbytery, evaluate and revise position descriptions, and annually review and evaluate the work performance of staff in consultation with the General Presbyter. The Personnel Committee shall seek recommendations from Shepherding Council on personnel, staffing, and job descriptions

Oversee matters of personnel and staff, including to prepare position descriptions of the Treasurer/Financial Secretary, the General Presbyter/Stated Clerk, and all other staff as necessary for approval by the Presbytery.

## **4. Budget and Finance Committee**

Membership: The Budget and Finance Committee shall consist of six persons, nominated by the Committee on Nominations and elected by the Presbytery in three classes of terms of three years each. Persons may serve for consecutive terms provided that no term of service exceeds six years. The chair of the Budget and Finance Committee shall be elected annually by the Committee, provided that no individual may serve as chair for more than three consecutive years. The Second Vice-Moderator of the Presbytery shall also serve on the Budget and Finance Committee.

Responsibilities: The Budget and Finance Committee will be responsible for the direction and coordination of the annual budget process. The Committee shall receive proposed budgets and requests from Presbytery entities and, in consultation with these bodies, shall prepare a budget for approval by the Presbytery. They will manage the Presbytery Fund For Education & Mission; will create opportunities and raise awareness for estate sources of income as well as financial gifts of

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gratitude from Presbyterians and others among the Presbytery of Long Island, and will serve as a resource for mission interpretation and stewardship within the Presbytery of Long Island.

## **5. Task Force on Self-Development of People**

Membership: The Task Force on Self-Development of People shall consist of five persons.

Responsibilities: This Task Force shall be constituted and function in accordance with the guidelines established by the General Assembly Committee on Self-Development of People. Task Force decisions shall reflect the priorities for mission of the Presbytery.

## **6. Committee of Counsel Pool (remedial cases D-6.0302)**

The pool will consist of six persons (equal numbers of Minister and ruling elders) to serve in cases where the Presbytery is required to appoint a Committee of Counsel.

When the Presbytery receives a remedial complaint, the Moderator, the Stated Clerk or Ecclesiastical Officer, the General Presbyter shall appoint two persons from this pool.

## **7. Investigating Committee Pool (Disciplinary cases D-10.0201b)**

The pool will consist of six persons with knowledge about misconduct issues, including legal expertise and counseling on the ramifications thereof; shall be as equally divided as possible between men and women and shall be composed of at least one minister member of the Presbytery and active members of churches of the Presbytery. No member of a committee appointed shall concurrently serve on the Committee on Ministry or the Personnel Committee or the Permanent Judicial Commission. Nominations to the Investigating Committee shall be made by the Committee on Nominations of the Presbytery. An Investigating Committee appointed shall elect from its own members a chairperson for a term not exceeding one year.

When the Presbytery receives a disciplinary complaint, the Moderator, the Stated Clerk or Ecclesiastical Officer, the General Presbyter shall appoint an Investigating Committee consisting of three members from this pool.

## **8. Support Pool**

The Support Pool shall consist of six persons. These persons shall be nominated by the Committee on Nominations.

- a. Three persons of this pool shall be persons with knowledge and experience dealing with sexual misconduct issues. In individual cases of sexual misconduct members of this team may be appointed to stand with the victim(s) of misconduct as the judicial process unfolds.
- b. Three persons from this pool will serve as support persons to any party to a disciplinary case (accuser, (In non-misconduct case), accused, witnesses)

When the Presbytery receives a disciplinary complaint, the Moderator, the Stated Clerk or Ecclesiastical Officer, the General Presbyter shall appoint support persons from this pool.

## **9. Task Force on Records, and Review**

Shall be coordinated by the Stated Clerk

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## **10. Task Force on Bylaws, Bills, and Overtures (G-3.0303)**

Shall be coordinated by the Stated Clerk

## **CHAPTER V: THE NOMINATION AND ELECTION PROCESS**

### **A. Presbytery Officers**

Each year the Committee on Nominations of the Presbytery shall present, at a stated meeting, one name for the position of Second Vice Moderator. This election is for a four year term with successive changes to the office Title as prescribed in Chapter III.

### **B. Presbytery Entities**

1. Each year the Committee on Nominations of the Presbytery shall present to the Presbytery, at the fourth meeting of the year, one name for each position on the Shepherding Council, the Ministry Teams, or the Support and Facilitation Network entities to be filled through election by the Presbytery. Unless otherwise specified, election shall be for one three-year term, with no one being elected for successive terms, either full or partial, aggregating more than six years. Terms of service shall begin on the first day of January of each year, except as may be otherwise specified. A member of the Shepherding Council, a Ministry Team, or a Support and Facilitation Network entity absent without excuse from two consecutive meetings thereof may, after consultation and notice, be considered to have resigned. Elections to fill unexpired terms may be held at any meeting of the Presbytery. The Committee on Nominations of the Presbytery shall present one name for each unexpired term, and the person elected shall begin service immediately.
2. Unless otherwise specified, each entity of the Support and Facilitation Network shall have a chairperson and vice-chairperson, nominated by the Committee on Nominations of the Presbytery and elected by the Presbytery for a term of one year. An entity of the Support and Facilitation Network may request the Committee on Nominations to nominate two co-chairpersons instead of a chairperson and a vice-chairperson. No member may serve as chairperson, vice-chairperson, or co-chairperson for more than three consecutive terms.

### **C. Synod Commissioners and Advisory Delegates**

1. Commissioners: The Committee on Nominations shall place in nomination annually the names of ministers and elders to serve as commissioners and alternates to the Synod Assembly. They shall be elected according to Synod Bylaws to three-year terms on a rotating basis for service on particular Synod Assembly Committees.

The Committee shall have available to it a list of ministers of the Presbytery, maintained by the Stated Clerk, with dates of ordination, reception into the Presbytery, and the years in which ministers previously served as commissioners to the Synod. The Committee shall have available to it a list of churches of the Presbytery maintained by the Stated Clerk, with dates of organization and years when represented by elder commissioners.

2. Youth Adult Advisory Delegates: The Committee on Nominations shall place in nomination annually the names of a youth-adult advisory delegate (YAAD) and an alternate to the Synod Assembly.

### **D. General Assembly Commissioners and Advisory Delegates**

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1. Commissioners: The Committee on Nominations shall place in nomination biennially for election at the first meeting of the year the names of ministers and elders to serve as commissioners and alternates to the General Assembly.  
The Committee shall have available to it a list of ministers of the Presbytery, maintained by the Stated Clerk, with dates of ordination, reception into the Presbytery, and the years in which ministers previously served as commissioners to the General Assembly. The Committee shall have available to it a list of churches of the Presbytery, maintained by the Stated Clerk, with dates of organization and years when represented by elder commissioners.
2. Advisory Delegates: The Committee on Nominations shall place in nomination biennially for election at the first meeting of the year the names of a young adult advisory delegate (YAAD) and an alternate to the General Assembly. Theological student advisory delegates and alternates shall be nominated by the Committee on Nominations, on recommendation by the Council on Theological Education of the General Assembly, for election by the Presbytery at the first meeting of the year.

## CHAPTER VI: INDEMNIFICATION

The Presbytery shall, in accordance with and to the fullest extent permitted by the law of the State of New York, including the Not-For-Profit Corporation Law of the State of New York, as the same exists or may hereafter be amended, indemnify any person who may serve or who has served at any time as an Officer, Trustee, or Volunteer, against any and all expenses, including amounts paid upon judgments, fines, amounts paid in settlement (before or after suit is commenced) and reasonable expenses, including attorneys' fees actually and necessarily incurred by such person, in connection with the defense or settlement of any claim, action, suit, or proceeding in which he or she is made a party, or which may be asserted against him or her, or any appeal therein, by reason of being or having been an Officer, Trustee, or Volunteer of the Presbytery.

Any policies or procedures of the Presbytery of Long Island that are in effect prior to July 10, 2011, the effective date of the revisions to the Form of Government commonly called nFOG (passed by the 219th General Assembly in 2010 and approved by a majority of the presbyteries) will continue to be the policies or procedures of the Presbytery of Long Island until the Presbytery takes action to change its policies and/or procedures, excepting only provisions where change is mandated by the *Form of Government*.

## CHAPTER VII: AMENDMENTS

- A. These Bylaws (with the exception of Chapter I, Section A, and Chapter VI) and the Standing Rules may be suspended at any stated meeting by a two-thirds vote of the members present.
- B. These Bylaws, and the Standing Rules, may be amended by a two-thirds vote of the members present at any stated meeting, provided that notice of the proposed amendment has been presented at the preceding stated meeting or posted by the Stated Clerk in the Meeting Packet on the Presbytery's website at least ten days before the meeting.

**C.**

**Adopted: October 1979**  
**Effective: January 1, 1980**

**Amended**

January 27, 1981  
April 20, 1982  
November 20, 1982  
June 28, 1983  
November 27, 1984  
September 24, 1985  
October 22, 1985  
November 26, 1985  
March 18, 1986  
May 27, 1986  
November 25, 1986  
January 27, 1987  
November 24, 1987  
January 26, 1991  
November 26, 1991  
May 25, 1993  
November 29, 1994  
January 28, 1995  
November 26, 1996  
January 24, 1998  
May 26, 1998  
June 1, 1999  
November 20, 1999  
September 25, 2001  
September 23, 2003  
March 23, 2010  
October 23, 2010  
June 26, 2012  
January 26, 2013  
March 25, 2014  
January 30, 2016  
June 27, 2017  
January 26, 2019  
January 25, 2020  
April 24, 2021  
November 26, 1996  
January 24, 1998  
September 25, 2021  
April 30, 2022  
April 22, 2023

# BYLAWS

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## STANDING RULES

1. The Standing Orders for the stated meetings of the Presbytery of Long Island are as follows:

### First Meeting of the Year

- Election of commissioners and youth advisory delegates to the General Assembly (biennially)
- Report of the Stated Clerk on numerical equalization of resident ministers and elder commissioners to Presbytery
- Approval of the annual report on non-parish clergy
- Confirmation of the election of trustee officers
- Report of the General Presbyter

### Second Meeting of the Year

- Sacrament of the Lord's Supper
- Annual Statistical Report
- Vote on General Assembly Amendments (biennially)

### Third Meeting of the Year

- Audit report of the Board of Trustees for the prior calendar year
- Report of session records review
- Annual report of the Committee on Representation
- Adoption of the presbytery budget for the next calendar year
- Approval of the ministerial compensation and benefits report
- Approval of the compensation program recommendations for the following year

### Fourth Meeting of the Year

- Annual remembrance of deceased elders
- Report of General Assembly commissioners (biennially)
- Annual elections
- Installation of moderators and recognition of newly elected officers. Moderators will assume office on January 1 of the following year.

The commissioners and youth advisory delegates to Synod Assembly shall report at a stated meeting as docketed by the Shepherding Council.

Adopted: January 24, 1998      Amended: November 17, 2001  
March 23, 2010  
January 25, 2014  
September 25, 2021

## Presbytery of Long Island Electronic Meeting Policy

**Electronic meetings of the Presbytery or any of its entities shall be conducted under the following provisions:**

**I. Meeting**

- Electronic meetings are permissible only if every member of the Presbytery, committee, or other Presbytery entity has access to the technology that allows participation in the meeting.
- Electronic meetings must allow participants to hear and fully participate in discussing issues being considered using whatever technologies available.
- Motions shall be processed in the same manner as in a regular meeting. The chair shall also consider technical issues that might impact a person's ability to participate fully and allow adjustments before the business is taken up. Before a vote is taken or consent measured, the chair will also determine whether any members are no longer present due to technological disruption.
- Outside of these provisions, the bylaws for in-person meetings applies.

**II. Email Voting**

- When an email is used to share information and come to a consensus on a matter, the resulting decision shall be confirmed or rejected by vote at the next meeting of the Presbytery, committee, or other Presbytery entity.
- An email vote shall only be allowed in the instance that the business to be transacted has already been discussed in a traditional or electronic meeting. The vote shall be unanimous. If a negative vote is cast, the issue shall be considered in either a traditional or electronic meeting.