

Rolls and Registers

Rolls

The Session is the only group that can change the membership rolls; the Clerk maintains them. (G-3.0204a)

There are only three rolls required by the Book of Order (notice "Inactive" is not one of them):

1. Baptized Members (*cradle roll*) G-1.0401

- A baptized member is a person who has received the Sacrament of Baptism, whether in this congregation or elsewhere, and who has been enrolled as a baptized member by the Session but who has not made a profession of faith in Jesus Christ as Lord and Savior.
 - Such baptized members receive the pastoral care and instruction of the church and may participate in the Sacrament of the Lord's Supper.
 - Record their Name, Date, and Church where their baptism occurred.
 - Note if they are confirmed or once they leave the church.

2. Active Members G-1.0402

- An active member is a person who has made a profession of faith in Christ, has been baptized, has been received into membership of the church, has voluntarily submitted to the government of this church, and participates in the church's work and worship.

In addition, active members participate in the governance of the church and may be elected to ordered ministry (see G-2.0102).

 - Record their Name, Date received, and Method of Reception (Baptism, Profession, Reaffirmation, Transfer)
 - Date of removal and method of removal (transfer, death, request of the member, lack of activity).

3. Affiliate Members

- G-1.0403 An affiliate member is a member of another congregation of this denomination or of another denomination or Christian body, who has temporarily moved from the community where the congregation of membership is situated, has presented a certificate of good standing from the appropriate council or governing body of that congregation and has been received by the Session as an affiliate member. An affiliate member may participate in the life of the congregation in the same manner as an active member, **except that an affiliate**

member may not vote in congregational meetings or be elected to ordered ministry or other office in the congregation.

Eg, college student, snowbird, etc

- strongly suggested it be renewed every two years
- Record their Name, Date of Affiliation, Home Church, Date of Renewal, and Date of Return to Home Church

Removal of Members

The session shall delete names from the roll of the congregation upon the member's death, admission to membership in another congregation or presbytery, or renunciation of jurisdiction. The session may delete names from the roll of the congregation when a member so requests or has moved or otherwise ceased to participate actively in the work and worship of the congregation for a period of two years. The session shall seek to restore members to active participation and shall provide written notice before deleting names due to member inactivity.

Inactive Members (optional)

- This is no longer a requirement, but if a session would like to keep this roll, there can be advantages: at times when, for example, a member would object to having a relative removed from the rolls entirely.

Registers

Required by the Book of Order (G-3.0204b):

1. Baptisms

Register of Infant and Adult Baptisms shall include name, parents' names (if applicable), name of Minister, and date of birth and baptism of those baptized.

2. Elders

Register of Elders shall include each elder's name, the name of the church in which each was ordained, the date of ordination, terms of active service, and record of removals.

3. Deacons

Register of Deacons shall include each deacon's name, the name of the church in which each was ordained, the date of ordination, terms of active service, and record of removals.

4. Pastors

Register of Pastors shall include the names of pastors, co-pastors, associate pastors, assistant pastors, interim pastors, stated supplies, and parish associates serving the church, with dates of service.

5. Marriages (Optional)

Before 2011, sessions were also required to maintain a register of marriages. If you wish to continue this register

Register of Marriages shall include marriages of members of the church, all marriages conducted by the ministerial staff of the church, and all marriages performed on church property.