

**Cote Brilliante Presbyterian Church
4673 Labadie Avenue
St. Louis, MO 63115**

BYLAWS

I. Statement of Purpose

Cote Brilliante Presbyterian Church has been called by God and organized to proclaim the good news of Jesus Christ, to minister to the needs of the congregation and residents of the community. We are a community of believers aspiring to exhibit the Kingdom of Heaven to the world by promoting peace and justice. Our core values, the watchwords of our call by God, are: Loving, Caring, Sharing, and Serving. We strive to provide all ages with opportunities for spiritual growth through witness, worship, education, and fellowship.

II. Relation to the Presbyterian Church

Cote Brilliante Presbyterian Church of St. Louis is a member of Giddings-Lovejoy Presbytery, Synod of Mid America and General Assembly of the PC (U.S.A.)

III. Governance of the Church

This church shall be governed in accordance with the *Constitution of the Presbyterian Church* (U.S.A.). Consistent with that *Constitution*, these bylaws shall provide specific guidance for this church. *Robert's Rules of Order (Newly Revised)* shall be used for parliamentary guidance.

IV. Congregational Meetings of the Church

All meetings of the church shall open and close with prayer.

There shall be an annual meeting of the congregation on a designated Sunday in January, at which at least the following business shall be presented: annual reports from organizations and the session (information and discussion only) financial report for the preceding year, budget for the current year (information and discussion only), changes in the terms of call for the pastor(s), Nominating Committee report for church officers (Book of Order G-1.05), electing members to serve on the nominating committee.

The Session may have additional congregational meetings as necessary.

V. Notice of Congregational Meetings

Meetings of the congregation are called by the session or when requested in writing by one fourth (1/4) of the active members on the roll of the congregation. Adequate public notice of the meetings, **including time, place and purpose**, shall be given in printed and verbal form on at least two successive Sundays prior to the meeting.

(*Book of Order G-1.0502*) Notice of congregational meetings shall be provided by first-class mail and other available electronic means at least 10 days before the meeting.”

VI. Moderator

The Pastor shall moderate the meetings of the congregation. When the church is without a pastor, the Moderator appointed by the Presbytery shall preside. If it is impractical for the pastor to preside, he or she shall invite another teaching elder who is a member of the presbytery or a person authorized by the presbytery to serve as Moderator. If there is no installed pastor, or the installed pastor is unable to moderate and/or to name another moderator, the Presbytery shall make provision for a moderator. (*Book of Order G-1.0504*)

VII. Secretary

The Clerk of Session shall serve as secretary for all meetings of the congregation. If the Clerk is not present or is unable to serve, the congregation shall elect a secretary for that meeting. The secretary shall record the actions of the congregation in minutes of the meeting. (*Book of Order G-1.0505*)

VIII. Quorum for the Meeting

The quorum of a meeting of the congregation shall be the Moderator, the Secretary and active members, but under no circumstances shall it be fewer than 15% of the active members of the congregation. The Secretary shall determine that a quorum is present. All active members of the congregation present at either annual or special meetings are entitled to vote. (*Book of Order G-1.0501*). Voting by proxy is not allowed.

IX. Incorporation

In accordance with the laws of the State of Missouri, the congregation shall cause a corporation to be formed. Consistent with the laws of this state, both ecclesiastical and corporate business may be conducted at the meeting of the congregation.

X. Nominating Committee

The composition of the Nominating Committee shall consist of a minimum of seven (7) voting members. In addition to the members listed below, additional members may be elected from the congregation.

- Two members shall be active elders chosen by the Session. One of these elders shall serve as the moderator of the committee.
- One elected deacon shall serve on the committee.

The congregation shall elect four church members at large.

- One member from the Women's Gathering
- One member from the Men's Fellowship
- One member from the Youth Fellowship
- One member from congregation

The pastor shall serve as an ex-officio member without a vote.

The Nominating Committee shall consider the financial commitment and attendance of those members being nominated.

Members of the Nominating Committee shall not be eligible to be nominated or elected to any office.

A quorum of the Nominating Committee shall be one-half of the members.

XI. The Session

The congregation shall elect *fifteen (15) elders divided into three equal classes, one class of whom should be elected each year at the annual meeting for a three-year term. No elder shall serve for consecutive terms, either full or partial, aggregating more than three years. An elder having served a total of three years shall be ineligible for reelection to the Session for a period of at least a year.

The Session shall report, at least quarterly, to the congregation, on the business of the church, including finances.

The annual financial review shall be accomplished no later than the first quarter of the year. (Book of Order G-3.0113)

The duties and responsibilities of the Session are described in the *Book of Order G-1.05, G-2.03, G-2.04, and G-3.02*.

The Session shall assume the duties and responsibilities of the Trustees as described in the *Book of Order G-4.01*

A quorum for the Session shall be one-half of the current elders.

XII. Board of Deacons

The congregation shall elect fifteen (15) deacons divided into three equal classes, one class of whom shall be elected each year at the annual meeting for a three-year term. No deacon shall serve for consecutive terms either full or partial, aggregating more than three years. A deacon having served a total of three years shall be ineligible for reelection to the Board of Deacons for a period of at least one year.

The duties and responsibilities of the Board of Deacons are described in the *Book of Order G-2.02*.

A quorum for the Board of Deacons shall be one-half of the current deacons.

XIII. Vacancies

Vacancies on the Session and Board of Deacons may be filled at a special meeting of the congregation or at an annual meeting as determined by the Session. The nominating committee shall fill vacancies for members of the Board of Elders, Board of Deacons, and the Nominating Committee when there are two or more vacancies. The Nominating Committee shall announce the vacancies to the congregation within 10 business days. This announcement will include the date of the called meeting for the election to fill the vacant seats and indicate that the committee is open to receive nominations from the congregation. The period for accepting nominations shall be specified in the announcement and should not be less than 30 days nor more than 60 days. If the

vacancy occurs 60 days prior to the annual meeting, the committee may leave the seats vacant until the election at the annual meeting.

XIV. – Privilege of Membership

The families of deceased members have a right to a church-sponsored repast after the funeral of a member, with no cost to the family.

Members have a right to marry in the church sanctuary at no cost.

XV. Amendments

These bylaws may be amended subject to the Articles of Incorporation, the laws of the state of Missouri and the *Constitution of the Presbyterian Church (U.S.A.)* by a two-thirds vote of all the voters present, providing that the proposed changes in printed form shall have been distributed at the same time as the call of the meeting at which the changes are voted upon. The proposed amendment changes shall be submitted in writing at least two weeks (14 days) prior to the date of the meeting.

Revised: Jan. 8, 2017