

BYLAWS

FIRST PRESBYTERIAN CHURCH OF GRAND HAVEN

ARTICLE I

Authority of the Constitution

The First Presbyterian Church of Grand Haven, being in connection with the Presbyterian Church (U.S.A.), the constitution of the said church, in all its provisions, is obligatory upon this congregation.

ARTICLE II

Membership

SECTION 1. Active Members: Active members are those who have made a profession of faith in Christ, who have been baptized, who have been received into membership of the church and who are active in the church's work and worship. Such members are entitled to all the rights and privileges of the church, including the right to participate in the Sacrament of the Lord's Supper, to present children for Baptism, to take part in meetings of the congregation and to vote and hold office therein.

SECTION 2. Other Participants: Other participants are those who, in the judgment of the Session, do not participate actively in the church's work and worship. Other participants are entitled to all the rights and privileges of the church except the right to take part in the meetings of the congregation and to vote and hold office therein. After 5 years of inactivity Other Participants should be considered for removal by Session.

SECTION 3. Affiliate Members: An affiliate member is an active member of another church of our denomination, or of a church which is in correspondence with the General Assembly, who has temporarily removed from the community where the church of which he or she is a member is located, who has presented a certificate of good standing from the Session, or other appropriate governing body, of the church of which he or she is a member, and who has been received by the Session as an affiliate member. An affiliate member shall be entitled to all the rights and privileges of an active member, except the right to vote and hold office. A certificate of good standing issued by a Session for the purpose of establishing an affiliate membership in another church shall be directed to a particular church named therein and shall commend such member to its pastoral care. The certificate shall be good for two years. Upon the issuance of such certificate, the Session shall retain the name of the member on the active roll of the church.

ARTICLE III

Congregational Meetings

SECTION 1. Annual Meetings: The annual meeting of the membership of the First Presbyterian Church of Grand Haven shall be held at the discretion of the Session prior to the first Session meeting in February, at such place and time as is designated by the call of the meeting.

SECTION 2. Notice: The Session shall issue the call for such meeting and give notice thereof from the pulpit on the two successive Sundays next preceding the date of such meeting.

SECTION 3. Business: Any business properly coming before such meeting may be transacted.

SECTION 4. Quorum: Fifty or more members shall constitute a quorum for the transaction of business at any congregational meeting.

SECTION 5. Presiding Officer: The Moderator shall preside at all regular or special congregational meetings; in the event of his or her temporary absence in order to discuss the compensation of the moderator only, the Clerk of Session shall preside.

SECTION 6. Clerk: The Clerk of Session shall be the clerk of all congregational meetings. If the Clerk of Session shall be absent, the presiding officer shall appoint an acting clerk.

SECTION 7. Special Meetings: The Session may call a special congregational meeting whenever it deems it advisable, specifying the business to be proposed, to which business action shall be confined, and shall give notice of the time and place, and within such time as specified in ARTICLE III, SECTION 2, of the Bylaws.

SECTION 8. Nominations: Nominations shall be made by a Nominations Committee and may be made by any member of the congregation from the floor in addition to those made by the Nominations Committee.

ARTICLE IV

Nominations Committee

SECTION 1. The Nominations Committee shall be selected annually in the following manner: two shall be elected by the Session from their own number at the organization meeting of Session, and one of them shall be designated by the Session as the chairman of such committee; one shall be elected by the Board of Deacons from their own number at the organization meeting of the Board of Deacons, and at least four shall be active members of the congregation to serve on the new Nominations Committee as members-at-large, elected by the congregation at a congregational meeting each Fall, to take office at the first Session meeting in February.

SECTION 2. The Moderator shall serve as an ex officio member of said committee.

SECTION 3. The members of the committee shall meet on the call of the chairman.

SECTION 4. Said Nominations Committee shall nominate one eligible person for each vacancy to be filled on the Session, the Board of Deacons, and any other special congregational boards or committees, and at least four members-at-large, active members of the congregation, to serve on the new Nominations Committee.

SECTION 5. The committee shall receive the consent of all nominees before their names are submitted to the congregation.

SECTION 6. The committee shall notify the congregation of its nominations at least two weeks prior to the congregational meeting during the Fall season and shall present its nominations directly to the congregation at the congregational meeting or adjourned meeting where two weeks notice is given.

ARTICLE V

Session

SECTION 1. The governing body of the congregation shall be called the Session and shall consist of 21 members, all of whom shall be ordained as elders.

SECTION 2. Session Membership Qualifications: Any active member of the First Presbyterian Church of Grand Haven shall be qualified for nomination and election to the Session.

SECTION 3. Election: Each year, at a congregational meeting in the Fall or at such other meeting as may be designated by the Session, there shall be elected seven elders to the Session, plus any to be elected for the purpose of filling vacancies.

SECTION 4. Term: Each elder shall serve for a period of three years or for the extent of the unexpired term being fulfilled, and shall officially take office on the date of his or her installation and at the first Session meeting after their installation.

SECTION 5. Ineligibility: Each elder shall be ineligible to succeed himself or herself after two successive three-year terms. After a lapse of one or more years from the expiration of a second successive full three-year term, such elder shall again be eligible for election to the Session. An elder fulfilling an unexpired term is eligible for election to only one successive full three-year term immediately following the end of such unexpired term without the lapse of one year.

SECTION 6. Vacancies: At each meeting of the congregation called for the purpose of electing members of the Session, the congregation shall elect a sufficient number so as to fill any vacancies then existing.

ARTICLE VI Meetings of Session

SECTION 1. Organizational Meeting: The first meeting of Session in February shall constitute an organizational meeting. At such meeting Session shall hear the report of the Nominating committee and elect its officers and appoint its standing committees. Session is not obligated to nominate or elect the suggested candidate of the Nominating Committee.

SECTION 2. Regular Meetings: The Session shall meet regularly at least once each month each year, at such place and time as the Session shall from time to time determine.

SECTION 3. Special Meetings: Special meetings of the Session may be called by the moderator, and will be called by the moderator at the request of any two members of the Session, by giving two days' notice, in writing, addressed to the residence of each Session member. The notice of such meeting shall specify the purpose, and only such business or action as pertains to the purpose of the meeting shall be transacted at said meeting except that, if all members are present, then any other business or action may be transacted.

SECTION 4. Presiding Officer: The Moderator shall preside at all regular and special meetings of the Session and, in his or her temporary absence, the Clerk of Session shall preside, with the approval of the Moderator; however, only the Moderator shall preside at Session meetings which concern cases involved in judicial process.

SECTION 5. Clerk: The Clerk of Session shall be the clerk of all regular and special meetings of the Session. If such clerk presides in the absence of the moderator or is absent, then the presiding officer shall appoint a temporary clerk for such meeting.

SECTION 6. Quorum: One-third of the members of the Session and a duly constituted presiding officer shall be necessary to constitute a quorum for the transaction of business.

ARTICLE VII

Officers and Session Organization

SECTION 1. Designation: The officers of the congregation and Session shall consist of a Moderator, Clerk of Session, President of the Corporate Board, Secretary of the Corporate Board, and Treasurer of the Corporate Board.

SECTION 2. Moderator: The moderator shall be the installed senior pastor of the congregation or some other minister of the Presbytery authorized by him or her to act temporarily as moderator. If there be no installed senior pastor, the Presbytery shall appoint the moderator. The moderator shall be an ex officio member of all standing and special committees of Session.

SECTION 3. Election: All officers of the congregation and Session, except the moderator, shall be members of the Session and elected by the Session at its organizational meeting.

SECTION 4. Term: Such officers shall serve for a period of one year and until their successors are duly elected.

SECTION 5. Clerk of Session: The Clerk of Session shall be the lay leader of Session and shall assist the Moderator in administering Session. The Clerk of Session shall be an ex officio member of all standing and special committees of Session.

SECTION 6. Corporate Board: The president, secretary, and treasurer of the Corporate Board shall be members of the Trustees Committee, shall perform the corporate functions of the congregation, and shall constitute and be known as the Corporate Board.

SECTION 7. President. The president shall be the chairman of the Trustees Committee and shall perform and carry out the corporate functions of a president and shall execute all reports, deeds, conveyances, and all other corporate documents in the name of the corporation by himself or herself as president.

SECTION 8. Secretary The secretary shall perform and carry out the corporate functions of a secretary and shall execute all reports, deeds, conveyances, and all other corporate documents in the name of the corporation by himself or herself as secretary.

SECTION 9. Treasurer. The treasurer shall perform and carry out the corporate functions of a treasurer and shall execute all reports and all other corporate documents in the name of the corporation by himself or herself as treasurer.

SECTION 10. Assistant Treasurer. The Session may at any time or from time to time appoint an assistant treasurer from the church membership who shall perform such functions as shall be delegated by the Session.

SECTION 11. Standing Committees of Session: Standing committees of Session shall include the following: Children's Ministries, Mission, Trustees, Worship, and such other committees as the Session shall establish from time to time with the approval of at least 15 members of Session. Each committee shall determine the number of persons it needs to perform its functions, subject to the approval of Session. Non- Session committee members must be active members of the church. Special committees may be appointed by a majority vote of the Session to hold office for no longer than 12 months.

SECTION 12. Direction of Session: The clerk of Session, president, secretary, treasurer, assistant treasurer, and committee chairmen shall carry out their duties under and by direction of the Session.

ARTICLE VIII Board of Deacons

SECTION 1. Number and Term: There shall be a Board of Deacons consisting of 20 members who shall each be elected, ordained and installed for terms of two years. Ten deacons shall be elected each year by the congregation at a meeting called for such purpose. Each deacon shall serve for a period of two years or for the extent of the unexpired term being fulfilled, and shall officially take office on the date of his or her installation and at the first Deacons meeting after their installation.

SECTION 2. Deacon Membership Qualifications: Any active member of the First Presbyterian Church of Grand Haven shall be qualified for nomination and election to the Board of Deacons.

SECTION 3. Ineligibility: Each member of the Board of Deacons shall be ineligible to succeed himself or herself after three successive two year terms(a total of six years). After a lapse of one or more years from the expiration of the third successive full two year term, such deacon shall again be eligible for election to the Board of Deacons. A deacon fulfilling an unexpired term is eligible for election to only two successive full two year terms immediately following the end of such unexpired term without the lapse of one year.

SECTION 4. Duties: The Board of Deacons shall perform those duties as set forth in the Rules and Regulations of the Presbyterian Church (U.S.A.).

SECTION 5 Officers: The Pastor assigned as staff liaison to the Board of Deacons shall be their moderator. With the consent of the Pastor, the Session may authorize the board to elect a moderator from its membership. The Board of Deacons also shall elect a vice-moderator who will become the moderator for the next year when the moderator is elected from its membership. The Board of Deacons may also elect from their membership a secretary, and a treasurer. All officers shall hold office for a period of one year or until their successors are duly elected and qualify. Each officer shall perform such duties as are delegated to him or her or the office by the Board of Deacons.

SECTION 6. Vacancies: At each meeting of the congregation called for the purpose of electing members of the Board of Deacons, the congregation shall elect a sufficient number so as to fill any vacancies then existing.

SECTION 7. Organization Meeting: The first meeting of the Board of Deacons after ordination and installation shall constitute an organizational meeting. At such meeting, the Board of Deacons shall elect its officers and appoint its standing committees.

ARTICLE IX Electors

SECTION 1. The congregation shall continue its corporate existence under the laws of the State of Michigan for non-profit corporations and the corporate name of the church shall be The First Presbyterian Church of Grand Haven.

SECTION 2. All meetings of the congregation shall be deemed as corporate meetings of the members and all meetings of the Session shall be deemed as corporate meetings of the governing body of the congregation.

ARTICLE XI
Rules and Regulations

SECTION 1. All the rules and regulations of the Presbyterian Church (U.S.A.) shall govern all proceedings of the congregation, the actions of the Session and officers, and the conduct of the members.

ARTICLE XII
Fiscal Year

SECTION 1. The fiscal year of the congregation and the corporation shall be from January 1 of each year through the following December 31.

ARTICLE XIII
Amendments

SECTION 1. These bylaws may only be amended by the congregation at any annual or special meeting; provided, that the call for such meeting shall specify in general terms the nature of the amendment to be proposed at such meeting.

ARTICLE XIV
Repeal

SECTION 1. All bylaws of the congregation heretofore existing are hereby expressly repealed.

ADOPTED BY CONGREGATIONAL MEETING

DATE: January 31, 1993

AMMENDED

DATE: February 14, 1999

DATE: March 7, 1999

DATE: July 13, 2014

DATE: November 13, 2016