

Presbytery of Detroit

Article I. Identity and Authority

- 1) Constitution. The Presbytery of Detroit is a governing body of the Presbyterian Church (U.S.A.), and as such is subject to the provisions of the constitution of the Presbyterian Church (U.S.A.).
- 2) Other Authorities. The provisions of civil law and the Presbytery's Articles of Incorporation govern the actions of the corporation. These Bylaws prescribe the Presbytery's structure and organization. The parliamentary authority for all matters shall be the most recent edition of Robert's Rules of Order Newly Revised.
- 3) Membership and Composition. In addition to the teaching elder members and ruling elder commissioners prescribed in the Book of Order, each ruling elder who is elected an officer of the Presbytery or Corporation or chairperson of a standing committee, Planning and Visioning Team, Ministry Team, Synod Commissioners, Commissioned Ruling Elders currently serving in a validated ministry, and Certified Christian Educators (who are also ruling elders) currently serving as a Certified Christian Educator in a congregation of the Presbytery, shall be enrolled as a member of the Presbytery for their term of office. Past moderators, Certified Christian Educators (who are not ruling elders) and Associate Christian Educators currently serving in a congregation of the Presbytery, shall have voice in all Presbytery meetings.

Article II. Incorporation and Trustees

- 1) Incorporation. The Presbytery of Detroit is incorporated under the laws of the State of Michigan as "Presbytery of Detroit, Inc." in order to be able to hold property and manage permanent special funds. In these matters the Presbytery is subject to the applicable laws of the State of Michigan and to the provisions of the corporation's Articles of Incorporation.
- 2) Membership. The membership of the corporation consists of all those persons who would be eligible to vote at a duly constituted meeting of the Presbytery of Detroit.
- 3) Meetings.
 - a) Annual Meeting. The annual meeting of the corporation shall be the last stated meeting of Presbytery of the year.
 - b) Any properly called and constituted meeting of the Presbytery of Detroit may consider and approve any corporation business permitted under state law, the Constitution of the Presbyterian Church (U.S.A.), the Bylaws of the Presbytery of Detroit, and Robert's Rules of Order Newly Revised (the most recent edition). Such actions shall be considered actions of the Corporation.
 - c) Special Meetings. Special meetings of the corporation may be called by the Trustees with ten days notice.

- 4) Trustees. The corporation shall elect nine elders in three classes as trustees. The Trustees shall report all their actions to the next stated meeting of the Presbytery.
- 5) Corporate Officers. The Trustees shall elect annually the Corporate President, Vice-President, and Secretary. The Treasurer of the Presbytery shall be the corporate Treasurer.

Article III. Meetings

- 1) Stated Meetings. Stated meetings of the Presbytery shall be held at least quarterly. The last stated meeting of the calendar year shall be the annual meeting for elections. The Presbytery may vote at any stated meeting for the purpose of rescheduling or canceling any future stated meeting.
- 2) Representation From Churches.
All churches shall have at least one ruling elder commissioner.
Churches with membership over 300 shall be represented as follows:
 - 301-1000 -- 2 ruling elders
 - 1001-1500 -- 3 ruling elders
 - 1501-3000 -- 4 ruling elders
- 3) Quorum. The quorum of a Presbytery meeting shall be ten percent of teaching elder members and ten percent of the total possible ruling elder commissioners, provided that at least ten percent of the churches are represented by ruling elders.
- 4) Special Meetings. Special meetings may be called by the Coordinating Cabinet. The Moderator may also call a special meeting with the concurrence of five teaching elders and five ruling elders, the ruling elders being from five different churches. If the Moderator is unable to act or declines to act, the Vice-Moderator may call a special meeting with the same concurrence. The Stated Clerk shall call a special meeting upon the request of fifteen teaching elders and fifteen ruling elders, the ruling elders being from fifteen different churches. Notice of a special meeting shall be published in writing not less than ten days in advance to each teaching elder and to the session of every church. The notice shall set out the purpose of the meeting, and no other business than that listed in the notice shall be transacted.
- 5) Place and Time. The Presbytery shall determine the location and hour of its meetings, ordinarily upon recommendation of the Coordinating Cabinet. The Coordinating Cabinet shall have the authority to change the location or hour of the next stated meeting, if circumstances require it, by giving ten days' notice to each teaching elder and each clerk of session. The Presbytery, and any of the committees or other entities that report to it, may meet by electronic means, or may permit participation by electronic means at an otherwise in-person meeting, if notice in writing is posted not less than ten days in advance of the meeting, so long as all members shall have the ability to discuss and vote on all business items, as per the standing rules for electronic meetings voted on by the Presbytery.
- 6) Notice of Meetings. Notice of all meetings shall be ten days written notice before the meeting.

- 7) Worship. Each stated meeting shall include a service of worship. The service during the first stated meeting of the year shall include sharing the Lord's Supper along with the preaching of the Word.
- 8) Special Rules of Order. These rules may be suspended by a two-thirds vote.
 - a) Speeches during debate shall be limited to three minutes.
 - b) Business requiring a motion, debate, and a vote may be considered only during the portion of the agenda designated for such business.
 - c) Where the maker of a motion requests it upon making the motion, he or she has the privilege of speaking first and last to the motion made.

Article IV. Officers

- 1) Officers. The Officers of the Presbytery are the following: Moderator, Vice-Moderator, Stated Clerk, Treasurer and Assistant Treasurer.
- 2) Remuneration. All Officers shall be reimbursed by the Presbytery for expenses incurred in the proper discharge of their duties. The Moderator and the Vice-Moderator shall not receive additional compensation. The Presbytery may vote to provide compensation for the Stated Clerk, or the Treasurer, upon recommendation of the Coordinating Cabinet.
- 3) Terms and Election.
 - a) Moderator, Vice-Moderator. The Moderator and Vice-Moderator shall be elected at the last stated meeting of the year, shall take office on January 1, and shall be installed at the first stated meeting of the calendar year. Each shall serve for one year or until a successor is installed. The Committee on Nominations shall nominate one person for each office. Opportunity shall be given for nominations from the floor. If there are nominations from the floor, the vote shall be by ballot. If not, the Presbytery may elect by acclamation.
 - b) Stated Clerk, Interim Stated Clerk, Treasurer and Assistant Treasurer. The Stated Clerk, the Treasurer and the Assistant Treasurer shall serve for three years or until a successor takes office. The elections shall be conducted as follows: The Coordinating Cabinet shall nominate one candidate, upon recommendation of the Presbytery Operations Ministry Team, which shall have conducted an open search; nominations from the floor shall not be in order; the Presbytery shall vote by ballot on the question, "Shall this person be elected to this Office?"
 - c) Re-election. There shall be no limit to the number of consecutive terms an Officer may serve if re-elected.
- 4) Moderator.
 - a) Duties. The Moderator shall have the duties specified in the Book of Order and in these Bylaws.
 - b) Shall maintain oversight of the worship life of the Presbytery, to include (but not be limited to) preparing worship at all Presbytery meetings, in collaboration with Planning and Visioning.
 - c) Vacancy. A vacancy in the office of Moderator shall be filled by the Vice-Moderator for the remainder of the term.

- 5) Vice-Moderator.
 - a) Duties. The Vice-Moderator shall preside or act on behalf of the Moderator when the Moderator so requests, and shall preside at meetings of the Presbytery when the Moderator is not present.
 - b) Shall maintain oversight of the worship life of the Presbytery, to include (but not be limited to) preparing worship at all Presbytery meetings, in collaboration with Planning and Visioning.
 - c) Vacancy. If there is a vacancy in the office of Vice-Moderator, the Presbytery may elect a successor or may choose to leave the office unfilled for the remainder of the term.

- 6) Stated Clerk.
 - a) Duties. The Stated Clerk shall have the duties specified in the Book of Order and in these Bylaws.
 - b) Vacancy. If there is a vacancy in the office of Stated Clerk, the Coordinating Cabinet, on recommendation of the Presbytery Operations Ministry Team, shall appoint an Acting Stated Clerk, who shall serve until the Presbytery elects an Interim Stated Clerk or a new Stated Clerk.

- 7) Treasurer.
 - a) Duties. The duties of the Treasurer are as in the Book of Order and the approved job description. The Treasurer is responsible to the Presbytery, its Coordinating Cabinet, and the Trustees.
 - b) Vacancy. If there is a vacancy in the office of Treasurer, the Coordinating Cabinet may appoint an Acting Treasurer until the Presbytery elects a Treasurer.

- 8) Assistant Treasurer.
 - a) Duties. The duties of the Assistant are as directed by the Treasurer to assist the Treasurer in his or her duties.
 - b) Vacancy. If there is a vacancy, the Coordinating Cabinet may appoint an acting Assistant Treasurer until Presbytery elects an Assistant Treasurer.

Article V. Administration

- 1) Executive Presbyter. The Presbytery shall have an Executive Presbyter, who shall serve as chief administrator of the Presbytery, accountable to the Coordinating Cabinet and the Presbytery for implementation of decisions and matters of strategy, program, and resources. The Executive Presbyter shall supervise Presbytery operations and staff, and provide for staff services for the agencies and committees of the Presbytery. The Executive Presbyter shall be an ex officio member without vote of all committees, teams, and team entities of Presbytery.
- 2) Term and Election. The Executive Presbyter shall be presented to the Presbytery for a call of indefinite period by a special committee of Presbytery elected to search for an Executive Presbyter.
- 3) Vacancy. If there is a vacancy in the office of Executive Presbyter, the Coordinating Cabinet, in consultation with the Presbytery Operations Ministry Team, shall propose an Acting Executive Presbyter to Presbytery for its election.

- 4) Termination of Called Staff. The relationship between the Presbytery and called staff may be dissolved by majority vote of the Presbytery on request of the staff member or on recommendation of the Coordinating Cabinet, acting on a recommendation of the Presbytery Operations Team. When the Presbytery Operations Team has decided to prepare a recommendation to terminate, it shall notify the person in writing, stating the reasons for proposing to terminate, and offering the staff member an opportunity to resign or to request a hearing before the Coordinating Cabinet before the recommendations are adopted and recommended to the Presbytery. The hearing shall be one in which the staff person may appear personally with counsel (D-7.0301, D-11.0301) to respond to the findings of the committee or commission and present reasons and evidence why the relationship should not be terminated. The hearing shall afford safeguards as in cases of process, following the rules of evidence in the Rules of Discipline, Chapter XIV (D-14.0000). A record shall be made of the hearing, which shall become a part of the record filed under D-6.0304 in the event of a judicial complaint following the final action of the governing body.

Article VI. Coordinating Cabinet

- 1) Responsibilities of the Coordinating Cabinet.
- a) This cabinet will function as a coordinating and advisory body to the Ministry Teams and the committees of Presbytery. It will coordinate the work of these areas to insure that their work is in line with the mission and vision of the Presbytery.
 - b) It shall, in consultation with the Presbytery Operations Ministry Team, nominate for election by the Presbytery the Stated Clerk, , the Treasurer, the Assistant Treasurer and Executive Staff.
 - c) In consultation with the Planning and Visioning Team, propose the annual budget to the Presbytery.
 - d) It shall facilitate effective communication with congregations in regard to the work and ministry of the whole Presbytery.
 - e) It shall prepare the agenda for Presbytery meetings based upon the needed actions and information to be communicated to the Presbytery Assembly from each ministry team and required committee. Actions needing Presbytery approval will come to the Presbytery from a ministry team or required committee after discussion with the Coordinating Council.
 - f) It shall recommend for Presbytery approval the annual compensation and benefits of the Stated Clerk, the Treasurer, the Assistant Treasurer and the Executive Staff after hearing recommendations from the Presbytery Operations Ministry Team.
 - g) It shall recommend to Presbytery changes in staff design.
 - h) It shall make recommendations to Presbytery that benefit Presbytery or need Presbytery approval.
 - i) It shall report all its actions to the next stated meeting of the Presbytery.
 - j) It shall propose amendments to these Bylaws to the Presbytery.
 - k) It shall nominate members of the Nominating Committee to the Presbytery for election.
- 2) Composition of the Coordinating Cabinet.

- a) The Chairperson or designee of each ministry team and committee, the chairperson or elder designee of the Planning and Visioning Team, and the present Vice Moderator of Presbytery.
- b) The immediate past Moderator of Presbytery, who will serve as the Chairperson, and the Present Moderator of Presbytery, who will serve as the Vice Chair.
- c) The Executive Presbyter and Associate Executive Presbyters.
- d) Ruling elder representatives of the Michigan Black Presbyterian Caucus, Presbyterian Women, Presbyterian Men, and the Presbyterian Youth Council, which shall be nominated by their respective organizations and then shall be accepted by presbytery
- e) A representative of the elected Synod commissioners.
- f) The Stated Clerk, with voice but no vote.
- g) The Presbytery Treasurer, with voice but no vote.

Article VII. Committees and Teams

1) Committees. Committees are given specific responsibilities and composition.

2) Responsibilities of Ministry Teams.

- a) Shall create task forces, work groups, ad hoc committees, or other entities, as it deems necessary to fulfill its duties. The work of a ministry team will be guided by the core values contained in the Mission and Vision documents of the Presbytery of Detroit.
- b) To this end, it shall:
 - i) Report to the Coordinating Cabinet and Presbytery the creation, and membership of each entity created to help fulfill its duties.
 - ii) Annually recruit and name members and a chairperson for each entity created.
 - iii) Oversee and coordinate the function of the entities created.
 - iv) Provide mission guidelines, policies, responsibilities of each entity created.
 - v) Provide for the oversight of training and education of persons serving in the entities created.
 - vi) Review annually the purpose and work of the entities it has created, to the end of continuing or ending each one as needed.
 - vii) Submit annually reports to the Coordinating Cabinet on the activities of its various subordinate entities.
 - viii) Submit to Presbytery after consultation with the Coordinating Cabinet recommendations that benefit Presbytery or need Presbytery approval.

3) Composition of Ministry Teams and Subordinate Entities.

- a) Each Ministry Team shall be comprised of six members, including a chairperson, nominated by the Nominating Committee. In addition each Ministry Team may add to its membership the chairs of entities created by the Team.
- b) Each entity created by a Ministry Team shall be comprised of at least three members, as determined by the Ministry Team. These members and the chairperson shall be named by the Ministry Team annually.

Article VIII. Missional Teams and Committees

Committees and teams that address missional concerns will challenge, equip and support our congregations and leaders in their discernment of God's invitation to join in the journey of a new way of living that will support congregations. They will:

- Launch new communities of faith in cooperation with and to strengthen our existing congregations;
- Serve as a catalyst for mission and seek to connect our congregations with local, regional, national and international mission interests and needs;
- Provide a forum for our leaders and congregational members to reflect together theologically.

1) Congregational Development and Transformation Team.

- a) Shall provide resources to congregations for their ministry in areas such as, but not limited to, evangelism, worship, stewardship, and communication.
- b) Shall serve as a resource to congregations in self-mission studies and assessments, particularly at the time of vacancy or tri-annually.
- c) Shall seek to develop programs for and relationships among churches of similar size (small, medium, and large) and similar resourcing needs.
- d) Shall develop programs and serve as a resource for congregations in church transformation.
- e) Shall proactively, in consultation with the Planning and Visioning Team, explore those geographical bounds of the Presbytery for redevelopment.

2) Mission Interpretation Team.

- a) Shall interpret and enhance the relationship of the Presbytery and its congregations with the mission programs of the governing bodies of the Presbyterian Church (USA) and related ecumenical bodies.
- b) Shall encourage their support of our general shared mission.
- c) Shall provide liaisons and required membership to those local agencies with which the Presbytery has mission partnerships.
- d) Shall explore and create new mission partnerships between and among congregations in the Presbytery.
- e) Shall identify and recommend to Presbytery hands-on mission that utilizes the gifts and strengths of people in the Presbytery.

3) New Church Development Team

- a) Shall oversee the work of new church development by the Presbytery.
- b) Shall proactively, in consultation with the Planning and Visioning Team, explore those geographical bounds of the Presbytery for new church development.

Article IX. Pastoral Committees and Teams

Committees and teams that address pastoral matters. They will:

- provide care, oversight and accountability for pastors and educators, to design and equip them to perform ministry in such a manner that will strengthen congregations.

- provide a ministry of nurture and spiritual growth which supports the name given to children and youth at the sacrament of baptism.

1) Committee on Ministry.

- a) Composition: Thirty members (approximately fifteen ruling elders, fifteen teaching elders).
- b) Responsibilities shall be to:
 - i. Provide oversight to churches without pastors, shall recommend the establishment and dissolution of pastoral relationships to Presbytery (G-3.0301a)
 - ii. Authorize and train specific ruling elders to administer or preside at the Lord's Supper when it deems it necessary to meet the needs for the administration of the Sacrament; exercise pastoral care for the congregations and members of the Presbytery (G-3.0301b).
 - iii. Recommend receiving, dismissing, installing, removing, and disciplining members who are teaching elders; recommend Presbytery commission ruling elders to limited service; promote peace and harmony of congregations and inquire into the sources of congregational discord. (G-3.0301c).
 - iv. Recommend to Presbytery minimum compensation standards for pastoral calls and Certified Christian Educators and Certified Associate Christian Educators within the Presbytery. G-3.0303c
 - v. Counsel with sessions concerning reported difficulties within a congregation, including: G-3.0303d.
 - A. Advising the session as to appropriate actions to be taken to resolve the reported difficulties;
 - B. Offering to help as a mediator, and
 - C. Acting to correct the difficulties if requested to do so by the session or if the session is unable or unwilling to do so, following the procedures of the Rules of Discipline;
 - vi. Recommend Presbytery assume original jurisdiction in any situation in which it determines that the session cannot exercise its authority. G-3.0303e
 - vii. Recommend the composition of administrative commissions to ordain and/or to install teaching elders. If the Presbytery authorizes an ordination or an installation but does not appoint a commission to carry it out, the Moderator of the Presbytery shall have the authority to appoint a commission for that purpose.
 - viii. On behalf of the Presbytery, examine each teaching elder member of another presbytery of the Presbyterian Church (U.S.A) who seeks membership in this Presbytery on her or her Christian faith and views in Theology, the Sacraments, and the government of this church (G-3.0306).
- c) The Committee on Ministry shall have the authority to act on behalf of the Presbytery in the following ways, if the action would not require a super-majority by the Presbytery, and if the Committee determines that the welfare of the church requires action before the next meeting of the Presbytery, provided that the Committee shall report any such action to the next stated meeting of the Presbytery;
 - i. Approve new and renewed calls and contracts, and changes in the terms of existing calls and contracts, for pastoral relationships (both installed and temporary), and

- receive teaching elders from other presbyteries in the Presbyterian Church (U.S.A.) who have been called to those positions.
- ii. Dissolve pastoral relationships (both installed and temporary) when both the pastor and the church concur in the dissolution, and dismiss teaching elders to other presbyteries in the Presbyterian Church (U.S.A.) when they have received calls to those presbyteries.
 - iii. Appoint administrative commissions of the Presbytery for the following purposes: (1) to ordain or install teaching elders; (2) to visit congregations and inquire into and settle difficulties therein in accordance with G-3.0109b(5); (3) to take all steps necessary to assist with a congregation's discernment, to execute the dismissal, merger, consolidation, or dissolution of the congregation, including corporate matters, and to make recommendations to the Presbytery regarding the assets of the congregation. Commissions appointed under (2) or (3) above may be given authority to assume original jurisdiction of a Session if the Session so requests, or if the Committee on Ministry determines, after a thorough investigation and after full opportunity to be heard has been accorded to the Session, that the Session is unable or unwilling to exercise its authority. Commissions may be appointed under (3) above only if both the Committee on Ministry and the Trustees of the Presbytery agree on the powers and the membership of the commission.
 - iv. Appoint moderators of sessions.
 - v. Grant permission to teaching elders to labor within the bounds of this Presbytery, or to labor outside the bounds of this Presbytery.
 - vi. Designate teaching elders as Honorably Retired or as Member-at-Large.
 - vii. Approve the creation or the elimination of installed pastoral positions.
 - viii. Approve validated ministries and authorize teaching elders to engage in them.

2) Committee on Preparation for Ministry.

- a) Composition: Twenty-one members (11 ruling elders, 10 teaching elders)
- b) Responsibilities:
 - i) Shall provide the oversight, preparation, instruction and examination of all persons seeking to become teaching elders as described in G-2.06.
 - ii) Shall provide for the oversight, preparation, instruction and examination of ruling elders seeking commissioning as described in G-2.1002.
 - iii) Shall have the authority to receive and dismiss inquirers and report their enrollment to the Presbytery.
 - iv) Shall recommend to the Presbytery the reception and dismissal of candidates.
 - v) Shall have the authority to dismiss candidates to other presbyteries whenever it determines that such action is justified, provided that the committee shall report any such action to the next stated meeting of the Presbytery.

3) Leadership Equipping Team.

- a) Shall provide for the nurture and support of clergy and lay leadership by developing relationships and programs that sustain and strengthen the leadership and youth of the Presbytery and its churches.
- b) Shall provide for spiritual formation and faith development in congregations and the Presbytery by supporting and resourcing congregations in their ministries of spiritual

formation and faith development, including such areas as Christian stewardship, and education for children, youth and adults.

- c) Shall maintain the relationship of Presbytery with theological seminaries.

Article X. Prophetic Committees and Teams

Committees and teams that address prophetic matters will acknowledge and celebrate diversity among the citizenship of the Kingdom of God in a way that will strengthen congregations. They will:

- Provide a forum for social witness;
- Bear a prophetic word to the powers and principalities of the world based upon the love, justice and mercy of Jesus Christ.

1) Social Justice Team.

- a) Shall identify and develop the programmatic response of the Presbytery to issues of social justice and peacemaking.
- b) Shall guide the ministry of the Presbytery and ministry of the members of Presbyterian Churches in the metro-urban communities, to the end that racially and culturally diverse communities within this area come to see themselves as economically, socially, politically and spiritually interdependent and interrelated.
- (c) Shall lead the Presbytery response to hunger and hunger-related issues within the bounds of the Presbytery of Detroit, including the coordination, facilitation and distribution of resources to churches and programs to meet those needs.

2) Multicultural Ministry Team.

- a) Shall provide leadership and resources to the Presbytery of Detroit and its member churches in the area of multicultural ministry by providing tools, sharing skills, and modeling multicultural ministry.
- b) Shall provide leadership and resources to the Presbytery of Detroit and its member churches in the area of racism by raising awareness, providing training, and offering resources for dealing with racism.

Article XI. Work of the Presbytery

Committees and teams that support and coordinate the work of the Presbytery.

1) Planning and Visioning Team.

- a) Responsibilities of the Planning and Visioning Team
 - i) Serve as a custodian of the vision and mission of Presbytery.
 - ii) Challenge the Presbytery to look at its life and its work theologically and in the context of the Mission and Vision Statement.
 - iii) Continue to plan and vision for future years and make proposals for the welfare of the Presbytery.
 - iv) Make recommendations regarding planning, budget and vision to the Coordinating Cabinet for consideration and action by the Presbytery.
 - v) Initiate, coordinate, develop, consolidate, and recommend to the Coordinating Cabinet the annual budget of the Presbytery.
 - vi) In consultation with the Trustees, it shall monitor the Presbytery budget, and

- initiate the process for amendments to it.
- vii) Review and recommend desired structure of Presbytery every three years.
- b) Composition.
 - i) The Planning and Visioning Team shall consist of nine members, balanced between ruling elders and clergy, elected at large.
 - ii) All members including the chair shall be selected through the established processes of the Nominating Committee.

2) Presbytery Operations Team.

The Presbytery Operations Team shall

- a) Have general oversight of operating and administrative functions of the Presbytery;
- b) Recommend to the Coordinating Cabinet for Presbytery approval of the annual compensation and benefits of the Stated Clerk, the Treasurer and the Executive Staff (including the Director of the Howell Nature Center) after hearing recommendations from the Executive Presbyter;
- c) Shall annually conduct a performance review of the staff;
- d) Shall recommend position descriptions and staff assignments to the Coordinating Cabinet.
- e) In consultation with the Planning and Visioning Team, the Presbytery Operations Team shall bring changes of staff designs to the Coordinating Cabinet for its recommendation to the Presbytery for its approval.

3) Nominating Committee.

- a) Composition. Twelve members: 4 teaching elders, 8 ruling elders, with attention to racial diversity and gender equality.
- b) Responsibilities. The Committee on Nominations shall nominate one person for each of the following positions:
 - (i) The Moderator and the Vice-Moderator of the Presbytery.
 - (ii) The chairperson (except for the chairperson of the Trustees, pursuant to Article II, Section 5) and the members of the Planning and Visioning Team; Ministry Teams; Required Committees; the members of the Permanent Judicial Commission; all by classes.
 - (iii) The Commissioners and Young Adult Advisory Delegates and alternates to General Assembly and Synod.
 - (iv) It shall review names submitted by the Ministry Teams for entities they create and report them to Presbytery.
 - (v) It shall recommend to the Coordinating Cabinet nominees for the Nominating Committee.

4) Committee on Representation.

- a) Composition: Six members, elected in accordance with F-1.0403, G-3.0103, G-3.0109, G-3.0111. At least 50% of this committee shall be from racial ethnic groups which have a minority population in the Presbytery.
- b) Responsibilities:
 - i) To fulfill the responsibilities described in G-3.0103.
 - ii) To report annually to the Coordinating Cabinet the proportion of all racial ethnic groups, women, and youth in the congregations of the Presbytery, and to report the

proportion of those groups in leadership within the Presbytery.

- iii) To advocate for diversity in leadership in accordance with F-1.0403
- iv) To consult with the Coordinating Cabinet on the employment of personnel (G-3.0103)
- v) To counsel with congregations of the Presbytery where the various constituencies are not represented on a session or board of deacons.
- vi) To advocate for diversity and fairness in all considerations of ministry teams and committees, and the Coordinating Cabinet pursuant to F-1.0403.

5) **Trustees (committee).**

- a) Composition: Nine members.
- b) Responsibilities
 - i) Providing for the proper management of all real property held by the Presbytery.
 - ii) Providing office space and equipment for all Presbytery staff
 - iii) Providing for proper insurance coverage for the Presbytery.
 - iv) Providing for legal counsel for the Presbytery.
 - v) Managing the Presbytery's permanently and temporary restricted funds, in consultation with the Treasurer and the Staff.
 - vi) Making recommendations to Presbytery to receive, buy, encumber, sell, or transfer its real property.
 - vii) Making recommendations to Presbytery concerning Presbytery approval of loans and property transactions involving churches of the Presbytery. The Trustees shall have the power to approve, on behalf of the Presbytery, the sale, encumbrance, or purchase of property by a congregation, including the power to review, approve, and execute any necessary contracts for said purpose, subject to the condition that the property description and amount have been approved prior to the transaction, first by the Committee on Ministry, and then by the Presbytery at a duly constituted meeting. In place of a dollar amount, the Committee on Ministry and Presbytery may at their discretion approve a transaction at fair market value, with fair market value to be finally determined by the Trustees.”
 - viii) Approving loans of Presbytery funds.
 - ix) In consultation with the Treasurer and the Coordinating Cabinet, provide for the proper accounting of all financial transactions related to Presbytery funds.
 - x) In consultation with the Treasurer, and the Coordinating Cabinet, assure that Presbytery's budget is monitored and that any concerns or irregularities are reported to the Presbytery.
 - xi) Regularly review the financial statements of the Presbytery.
 - xii) Name the firm to conduct the annual Presbytery audit and present the audit to the Presbytery.

Article XII. Committee Organization

- 1) **Terms.** The Coordinating Cabinet, Teams, and Committees shall have three equal classes of members serving three year terms. No person may serve on one of these committees or teams for more than six years consecutively, including any service as chairperson. Terms shall begin on January 1.

- 2) Multiple Participation. A person may be elected to no more than two standing Committees or Teams.
- 3) Chairpersons. Chairpersons of the Planning and Visioning Team, Committees and Ministry Teams shall be either Ruling elders or Teaching elders. They shall be elected for one year terms which shall begin on January 1. No person may chair one of these Committees for more than three years consecutively. The chairperson of the Committee on Nominations, of the Committee on Ministry, and of the Committee on Representation must be a member of a class of that Committee. The chairpersons of the other Committees and Ministry Teams may serve as voting members of their classes.
- 4) Quorums. The quorum of the Coordinating Cabinet, the Planning and Visioning Team, the Trustees, the Committee on Ministry, and all administrative commissions shall be a majority of the voting members. The quorum of all other Committees, the Ministry Teams, and entities created by Ministry Teams shall be one-third of the voting members.
- 5) Special meetings. The chair/moderator of any Committee, team or cabinet may call a special meeting pursuant to the most recent edition of Robert's Rules of Order Newly Revised at his or her discretion.
- 6) Co-opting. Committees and Teams may co-opt persons in addition to their elected members for one or more of the following purposes: advising the Committee in an area of the person's expertise; consulting with churches; leading workshops or carrying out programs approved by the Committee. Co-opted persons may be given voice but not vote. When a Committee co-opts a person, it shall report annually to the Committee on Nominations the person's name and church affiliation, the purpose for which the person has been co-opted, and the expected duration of the person's service, not to exceed the expected duration without concurrence of the Nominating Committee.
- 7) Special Committees. Special committees may be appointed only by the Presbytery. When the composition or membership of the committee is not specified in the motion creating the committee, the Moderator, in consultation with the Executive Presbyter, shall appoint members to the committee and designate its chairperson. The Moderator shall follow Presbytery and denominational guidelines regarding diversity.
- 8) Meetings by Telephone Conference. Committees, teams, cabinet, and other units may meet by telephone conference and, if all agree, by teleconferencing in which all members are able to participate fully although in different meeting spaces.. All other requirements for a meeting shall be met, including the requirement that members present be able to communicate simultaneously with all other members present.

Article XIII. Judicial Process

- 1) Permanent Judicial Commission. The Presbytery's Permanent Judicial Commission shall have seven members, elected in accordance with the provisions of D 5.0100.
- 2) Judicial Committees. The Moderator of the Presbytery, in consultation with the Executive Presbyter and the Stated Clerk, shall have the authority to appoint committees of counsel and

investigating committees, taking due attention to diversity and inclusiveness where appropriate, reporting all such appointments to the next stated meeting of the Presbytery.

Article XIV. Commissioners to General Assembly and Synod

- 1) General Assembly. Commissioners to the General Assembly shall be elected at the last stated meeting of Presbytery of the calendar year. The Moderator of the Presbytery for the year of the General Assembly meeting shall be one of the nominees. If elected as a commissioner, the Moderator shall serve as coordinator of the General Assembly commissioners and shall serve as a liaison between the Presbytery and any persons from the Presbytery who are serving on General Assembly units. If the Moderator is not elected as a commissioner, the commissioners shall elect a coordinator from among themselves to fulfill these responsibilities. The Presbytery shall also elect as many alternate commissioners as it does commissioners. If a commissioner is unable to attend the meeting of the General Assembly, the Committee on Nominations shall determine which alternate commissioner shall be sent in that person's place.
- 2) Synod. Commissioner/Negotiators to the Synod shall be elected to rotating two year terms which shall coincide with calendar years. They may not ordinarily serve more than four years consecutively. After the annual election the Commissioners/Negotiators shall elect a coordinator from among themselves who shall serve as a non-voting member of the Coordinating Cabinet, arrange for orientation and support for the Commissioners/Negotiators, and serve as a liaison between Presbytery and any persons from the Presbytery who are serving on Synod units.

Article XV. Policies

- 1) Presbytery Policies. Upon motion of Coordinating Cabinet, Presbytery may adopt resolutions labeled as "policies." Such policies shall be included in Manual of Policies and Procedures. Presbytery Policies may be amended or suspended only by a vote of Presbytery, requiring a simple majority if notice is given, or by a 2/3 majority if no notice is given.
- 2) Committee Policies. The Coordinating Cabinet, Planning and Visioning Team, Ministry Teams and Required Committees of Presbytery may establish policies and guidelines for the purpose of accomplishing their work. These policies and guidelines shall be presented to Presbytery for its information before they are implemented. Presbytery may direct the Coordinating Cabinet, any Committee or Team to change any policy. Committee or Team policies can be suspended by a simple majority vote if notice is given or a 2/3 vote if no notice is given. The Committee/Team shall report any such amendment or suspension to Presbytery along with the justification for why a policy was suspended. All Committee policies and guidelines shall be included in the Manual of Policies and Procedures.
- 3) Manual of Policies and Procedures. The Stated Clerk shall prepare and keep current a Manual of Policies and Procedures of the Presbytery of Detroit, which shall include all Presbytery policies, and all committee policies and guidelines. The Manual of Policies and Procedures shall be made broadly available.

Article XVI. Amending and Suspending

- 1) Bylaws. These Bylaws may not be suspended, except for those sections that provide for their own suspension. These Bylaws may be amended at any stated meeting of the Presbytery by a two-thirds vote when proposed by the Coordinating Cabinet, provided that written notice of the proposed amendment was given with the call to the meeting.

Approved 1/22/13

Amended 1/27/15 to grant membership to Commissioned Ruling Elders currently serving in a validated ministry.

Amended 6/23/2015 to delete the Howell Nature and Conference Center Ministry Team

Amended 11/21/2015 to re-define Committee on Ministry responsibilities.

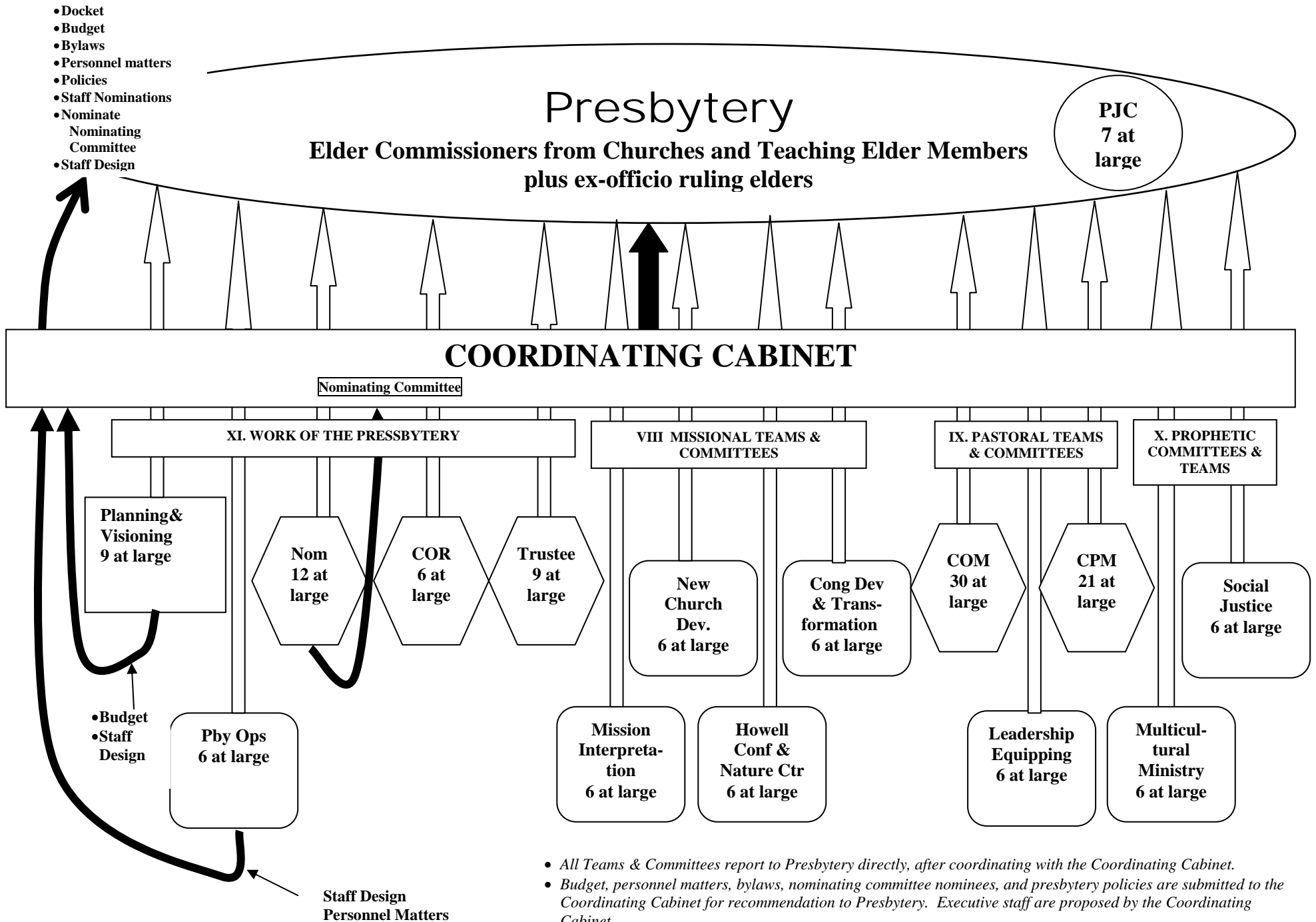
Amended 6/12/18 to give voice and vote to Certified Christian Educators who are elders serving in churches, and voice to Certified Christian Educators who are not elders and Associate Certified Christian Educators who are serving in churches.

Amended 11/16/19 to give the Treasurer voice but no vote on the Coordinating Cabinet.

Amended 7/13/21 to authorize electronic meetings, grant authority to Trustees regarding congregational property transactions, and change requirements for special meetings

Amended 5/24/22 to re-allocate duties for Presbytery worship

Amended 9/27/22 to authorize the Committee on Ministry to appoint Administrative Commissions in particular circumstances



- Docket
- Budget
- Bylaws
- Personnel matters
- Policies
- Staff Nominations
- Nominate
- Nominating Committee
- Staff Design

Presbytery
Elder Commissioners from Churches and Teaching Elder Members
plus ex-officio ruling elders

PJC
7 at large

COORDINATING CABINET

Nominating Committee

XI. WORK OF THE PRESSBYTERY

VIII. MISSIONAL TEAMS & COMMITTEES

IX. PASTORAL TEAMS & COMMITTEES

X. PROPHETIC COMMITTEES & TEAMS

Planning & Visioning
9 at large

Nom
12 at large

COR
6 at large

Trustee
9 at large

New Church Dev.
6 at large

Cong Dev & Transformation
6 at large

COM
30 at large

CPM
21 at large

Social Justice
6 at large

Pby Ops
6 at large

Mission Interpretation
6 at large

Howell Conf & Nature Ctr
6 at large

Leadership Equipping
6 at large

Multicultural Ministry
6 at large

- Budget
- Staff Design

Staff Design
Personnel Matters

- All Teams & Committees report to Presbytery directly, after coordinating with the Coordinating Cabinet.
- Budget, personnel matters, bylaws, nominating committee nominees, and presbytery policies are submitted to the Coordinating Cabinet for recommendation to Presbytery. Executive staff are proposed by the Coordinating Cabinet.
- Staff Design originates in Presbytery Ops in consultation with Planning & Visioning, and is submitted to Cabinet for a recommendation to Presbytery.