

Revisions made 2/17, 2/18

I. THE PREFACE

The Presbytery exists for the purpose of being an agent in and an enabler of the mission of the Church of Jesus Christ on behalf of the concerns and needs of those who live within its bounds. The Presbytery holds and reaffirms, within the context of its commitment to the Church universal, a special commitment to the basic principle of Presbyterian polity (F-3.00) and that the nature of Presbyterian order is such that it shares power and responsibility (F-3.0203). This means that the relationship between the Presbytery and its member congregations is a two-way relationship – prophetic and pastoral; leading and responding; Therefore we expect God’s call to action and reflection to come from congregations and Presbytery Committees, from teaching elders and ruling elders, from sessions and General Council.

II. THE MEETINGS

- A. There shall be at least two Stated Meetings of the Presbytery each year and the locations shall be geographically distributed. The quorum for all Presbytery meetings, special and Stated is set at three teaching elders who are members of the presbytery and three ruling elder commissioners from three different congregations
- B. Adjourned and special meetings may be held on urgent occasions. The moderator shall call a special meeting at the request, or with the concurrence, of two teaching elders and two ruling 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 teaching elders and ruling elders, the elders being of different churches, may call a special meeting. Notice of a special meeting shall be sent not less than ten days in advance to each minister 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.
- C. All teaching elders of the Presbytery are expected to attend all Stated Meetings. It is the duty of each session of the Presbytery to elect and send a ruling elder commissioner or commissioners or alternate to each Stated Meeting. To determine the number of Ruling Elder commissioners for Presbytery meetings the following formula will be utilized.
- Churches with memberships
 - 1 to 500 – 1 ruling elder
 - 501 – 1000 – 2 ruling elders
 - 1001 – 1500 – 3 ruling elders
 - 1501 – 2000 – 4 ruling elders
 - 2001 – 3000 – 5 ruling elders
- From 2001 members up there shall be an additional ruling elder representative for each 1,000 additional active members or major fraction thereof.
- D. Ruling Elder member(s) of General Council who are not elected commissioner(s) to Presbytery by their particular congregation shall be designated as ruling elder member(s) by virtue of their service on General Council. Ruling Elders who are Moderators of Standing Committees, the Permanent Judicial Commission, Administrative Commissions, and the Response Team be designated as Ruling Elder members of Presbytery by virtue of their service. Additionally, Ruling Elder General Assembly Commissioners will be designated as Ruling Elder member of Presbytery by virtue of their service. (This allows them to have voice and vote at Presbytery meetings which easily allow them to present business before the Presbytery.)

- E. Minutes of the last meeting of the Presbytery and the docket of the next meeting shall be made available to commissioners and minister members. The expenses of ruling elders and teaching elders attending stated, adjourned and special meetings of the Presbytery shall be defrayed by the Sessions electing them or, in the instance of teaching elders, the Sessions of congregations in which they serve in permanent or temporary pastoral relationships.

III. ELECTIONS FOR SERVICE WITHIN THE PRESBYTERY

A. GENERAL PRESBYTERY ELECTIONS

- 1. At the last Stated meeting of the year, the Committee on Nominations shall submit candidates for Moderator and Vice Moderator of Presbytery; Moderator, Vice-Moderator, and members of the General Council; and Moderators and members of committees, with the exception of the Committee on Nominations. Nominations shall also be accepted from the floor.
- 2. At the last Stated Meeting of the year, the General Council shall nominate the Moderator and members of the Committee on Nominations. Nominations also shall be accepted from the floor.
- 3. When appropriate, the General Council shall nominate the Stated Clerk or the Treasurer when such elections are to be held. Nominations shall also be accepted from the floor. When appropriate, the General Council shall nominate a Presbyter for Congregational Care. No nominations shall be accepted from the floor.

B. VACANCIES

- 1. Vacancies that occur in committees between meetings of the Presbytery may be temporarily filled by the General Council on nomination by the Committee on Nominations. Those and other vacancies shall be permanently filled at the Stated Meeting following such occurrence. Such election shall be only for the unexpired term of the incumbent who has vacated the position.
- 2. Resignations from Presbytery positions shall be directed to the Stated Clerk.

IV. THE COMMITTEES

A. MEMBERSHIP

Membership of the Committees shall give full expression to the rich diversity within the Presbytery's membership and shall provide means which will assure a greater inclusiveness leading to wholeness in its emerging life. Persons of all racial ethnic groups, different ages, both genders, various disabilities, diverse geographical areas, different theological positions consistent with the Reformed tradition, as well as different marital conditions (married, single, widowed, or divorced) shall be guaranteed full participation and access to representation in the decision making of the Church (see F-1.0403). Terms on committees shall be for three years, shall be divided into three classes, and members shall be ineligible to serve more than two consecutive terms.

B. QUORUM

The quorum for a committee shall be one-third of the elected members, except the Committee on Ministry, where a quorum shall be a simple majority of its elected members.

C. SUBCOMMITTEES AND TASK FORCES

Committees are encouraged to use subcommittees and task forces, as needed to address particular areas of need. Subcommittees shall be approved by the General Council and their membership nominated by the Committee on Nominations and elected by the Presbytery. Task forces may be formed at the request of a committee with the approval of the General Council. Task forces shall expire no later than 12 months following appointment, unless extended by the Council.

D. CO-OPTING

Committees are encouraged to co-opt, when it is needed, one or more people for their competency and interest in a special area. Members who are co-opted have voice but not vote.

E. MINUTES

All committees, subcommittees and task forces shall keep minutes of their proceedings and submit them annually to the Stated Clerk. Subcommittees and task forces shall submit copies of their minutes to the committees to whom they are accountable.

F. SYNOD REPRESENTATION

Each committee shall select from its membership the candidates for Presbytery representatives to corresponding synod committees and divisions, when requested, and forward those selections to the Committee on Nominations.

G. REIMBURSEMENT

Members of committees are reimbursed for travel at a rate determined by the Presbytery and for meals during the meeting. When a committee of the Presbytery schedules a meeting the day or evening prior to a stated, adjourned, or special meeting of the Presbytery, and a committee member deems it necessary to remain overnight in a motel, the committee member may choose to be reimbursed either for the cost of lodging or for the cost of travel at the presbytery approved rate, but shall not be reimbursed for both.

H. CAMP AND CONFERENCE BOARD OF DIRECTORS

A Camp and Conference Board of Directors shall consist of a Moderator and twelve members, (one from each region and six “at large” members) to be elected by the Presbytery. The members shall have terms of three years in classes. It shall have oversight of program development and the physical properties of Camp Carew. The Board shall annually prepare a budget request form for Board expenses and for camp program, maintenance, capital improvement, and equipment replacement. This budget request shall be recommended to the General Council for inclusion in the Presbytery budget. Camp fees for the subsequent year shall also be recommended to the General Council and adopted by the Presbytery at the last Stated Meeting of the year.

I. COMMISSION ON MINISTRY

1. The Commission on Ministry, an ecclesiastical committee, shall be composed of ruling elders and ministers of the Word and sacrament in numbers as nearly equal as possible, including of a Moderator and Vice Moderator and eighteen (three from each region) members. The Stated Clerk, who shall serve as secretary, and the Presbyter for Congregational Care shall be members ex officio without vote. The Commission shall co-opt a person who shall be knowledgeable in the areas of pensions, major medical and welfare to oversee and manage these responsibilities. The Vice Moderator may be given limited liaison responsibilities as needed. The Moderator, the Vice Moderator, the Stated Clerk, and the Presbyter for Congregational Care shall be the leadership team for the Commission on Ministry. The Commission shall prepare a manual of procedures for its operation, which shall be kept current, and shall be subject to the approval of the Presbytery.
2. The Commission shall make an annual review of the adequacy of ministerial compensation and submit its report at the Stated Meeting following the February deadline for General Assembly Annual Reports. It shall recommend new minimum terms of call for the year succeeding the next calendar year and new suggested cost of living adjustments for professional and non-professional staff.
3. To maintain the spiritual and temporal welfare of pastoral leaders and the churches in the Presbytery, members from each region shall collectively comply with the Book of Order G-3.0307 by:
 - a. maintaining contact with each minister, commissioned pastor, certified Christian Educators and session regularly to provide them direct access to the Commission;
 - b. being available to visit and counsel with pastoral leaders and sessions;
 - c. giving particular supervision to churches without pastors. Members from each region shall report at each regular meeting of the Commission how these functions have been carried out.
4. The Commission on Ministry has certain interim powers not accorded any other committee of the Presbytery. So long as the service rendered by the Commission does not require action by the Presbytery, the advice and counsel of the Commission are to be held confidential. Nevertheless, all actions of the COM are subject to review and/or correction by the Presbytery at its discretion. On any matters requiring action by the Presbytery, this Commission is to prepare its reports for approval by the Presbytery in the same manner as does any other standing committee.

The Commission on Ministry shall have the following powers:

- a. to receive and dismiss teaching elders, in good standing, who are without pastoral charge.
- b. to dissolve pastoral relations and dismiss teaching elders in good standing to other presbyteries, when requested by both the congregation and the teaching elder.
- c. to appoint a moderator of a session where a pulpit is vacant.
- d. to approve the call of a congregation to a minister to be its pastor, co-pastor, associate pastor, provided the call or invitation conforms to the Presbytery's minimum requirements.
- e. to appoint a minister as, temporary pastor (such as: interim pastor, interim associate pastor, temporary supply or other types as approved by the presbytery) for a particular church, provided the session has consulted with the Commission

on Ministry and that the session, the minister, and the Commission on Ministry have approved the proposed appointment.

- f. to place a properly approved call in the hands of a minister member of the Presbytery.
- g. to transmit a properly approved ministerial call to a minister member of another presbytery to that presbytery through its Stated Clerk.
- h. to receive a minister in good standing who has received a call, properly approved to labor within the presbytery.
- i. to appoint a commission for the ordination and/or installation of a minister who has received a properly approved call to labor within the bounds of the presbytery.
- j. approve non-congregationally based minister to administer the Sacraments during their term of service in a validated ministry or if the minister is not currently serving in a validated ministry then approve it on a case by case basis.

5. Session Records

- a. Minutes and registers of sessions and congregations shall be submitted annually by each clerk of session to the Presbytery for examination. Failure to do so consistently shall alert the Commission on Ministry that they need to be in conversation with the session concerning its connection to the Presbytery of Southeastern Illinois.
- b. Procedures shall be established by the Presbytery for this annual examination (see Commission on Ministry Manual of Operations). A record shall be kept of all churches showing when records were last submitted, the exceptions noted and whether or not approved. Following examination of the records, the moderator and clerk of session shall be formally advised of exceptions, constitutional errors, and suggestions for better minute keeping. The Presbytery shall be advised of session and congregation actions which are in conflict with the Constitution and the mission of the church.

J. COMMITTEE ON PREPARATION FOR MINISTRY

- 1. The Committee on Preparation for Ministry, an ecclesiastical committee, shall be composed of a Moderator and twelve (two from each region) members so that the total membership of the Committee shall be evenly divided, except one, between ruling elders and teaching elders. The Presbyter for Congregational Care shall be an ex officio member without vote. The Committee shall enter into covenant relationship with those preparing to become ministers of the Word and Sacrament and Commissioned Ruling Elders. This relationship shall be divided into the two phases of inquiry and candidacy. The Committee shall comply with the Book of Order or any Handbooks adopted by the Presbytery in each of these phases and shall assist the inquirer or candidate in understanding these phases. The care, guidance and oversight of inquirers and candidates shall be a responsibility of the Committee.
- 2. The Committee on Preparation for Ministry shall nominate ruling elders and teaching elders as needed to serve as readers for ordination examinations to be elected at the last Stated Meeting of the year.

K. COMMITTEE ON REPRESENTATION

1. The Committee on Representation, an ecclesiastical committee, shall consist of 10 members: a Moderator and one member from each region and three at-large members elected by the Presbytery. The total composition of the committee shall be evenly divided between ruling elders and teaching elders. Care shall be taken to assure that its members include persons chosen from the racial ethnic and differently abled groups within the bounds of the Presbytery; they should be person with a passion for commitment to principles of diversity and inclusion in Presbytery leadership. The Presbyter for Congregational Care and/or the Stated Clerk shall be a member ex officio without vote. It shall prepare reports on annual nominations and other nominations as needed and present them to the Presbytery for election. The General Council may, upon recommendation of the Committee on Representation, fill vacancies as they occur between meetings of the Presbytery. The Committee shall give full expression to the rich diversity within the Presbytery's membership according to F-1.0403 in its selection of nominees for Presbytery positions. The Committee shall serve both as an advocate for those groups named in F- 1.0403 and as a continuing resource to the Presbytery and its Committees in these areas. In so doing, the Committee shall seek the assistance of the Committee on Representation.
2. The Presbytery shall, through the Committee, diligently seek endorsements for nominations from all sources, namely the members of the Presbytery, the ruling elders, the sessions, and the committees of the Presbytery. To assist the Committee in its search for candidates for all Presbytery positions, the Committee shall prepare guidelines, which shall be kept current, whereby the Presbytery, through its sessions, its members, its commissioners, and its committees can provide a broad pool of prospects for those positions. Each member of the Committee shall seek out highly qualified men and women for all positions to be filled, and shall consider the nomination of equal numbers of teaching elders and ruling elders (G-3.0111). The Committee shall re-nominate a member for a second consecutive term, where permitted, only after sufficient review of the performance of a prospective nominee.

L. COMMITTEE ON PERSONNEL

A Committee on Personnel shall be formed with a Moderator and six members (one from each region). The Committee shall have the following duties:

1. Submit to the General Council a position description for staff and officers of the Presbytery who receive financial remuneration for their services and recommend changes in the same as needed;
2. Conduct an annual review of the performance of each staff member or officer in the Presbytery who is receiving remuneration for services rendered by the end of the year and submit its findings to the General Council at its next meeting. In making this review, it shall coordinate and consult with Moderators of all the Standing Committees, the Moderators of the Committees of General Council and other members of the General Council. Annual reviews of support staff are to be made in cooperation with the Presbyter for Congregational Care and Stated Clerk.
3. Consult with the Synod in the calling of a Presbyter for Congregational Care and, when necessary, negotiate with other governing bodies the sharing of the members of the staff and officers when they are reimbursed for services.

4. Provide direction to and be supportive of all paid staff members and officers of the Presbytery.
5. Assist the officers and staff members of the Presbytery in preparing annual staff goals and objectives.
6. Propose to the General Council or its appropriate subcommittee, salaries and office budgets for their consideration and review.
7. Act as the employing agent of the Presbytery, subject to the review of the General Council in the hiring of need support staff in the Presbytery Office.
8. The Stated Clerk is responsible for the work of the Presbytery office. Any situation considered unmanageable is to be referred to the Personnel Committee for complete review.

V. THE GENERAL COUNCIL

A. PURPOSE OF GENERAL COUNCIL

The purpose of General Council shall be to prayerfully discern and recommend directions for the ongoing life and work of the Presbytery and provide coordination as appropriate.

B. COMPOSITION OF GENERAL COUNCIL

The composition of General Council shall be as described in the Manual of Operations.

C. RESPONSIBILITY FOR MEETING CALENDARS

The General Council shall do the following regarding meeting times and places:

1. recommend the schedule for the Stated Meetings of the Presbytery for the subsequent year at or before the last Stated Meeting of the year (if the location of each meeting is not confirmed at that meeting, the locations may be approved by the General Council).
2. meet at least four weeks before each Stated Meeting. The Moderator and the Stated Clerk shall issue the calls for the meetings; special meetings may be called by the Moderator and the Stated Clerk to care for emergencies as they arise.
3. to set the meeting dates at or before the last meeting of the year for the subsequent year for the Council, and any Committees and coordinate them.

D. RESPONSIBILITIES OF GENERAL COUNCIL

The General Council shall have the following responsibilities:

1. To discern in the adoption of and to empower the implementation of the goals and directions of the presbytery.
2. To prayerfully consider and act upon such business as has been referred to it by the Presbytery including but not limited to, the reading and approval of the Minutes of Presbytery meetings.

3. To discern the call to establish and dissolve teams, task forces, networks, and committees that fulfill the presbytery's priorities, responsibilities and goals. Additional individuals may be co-opted to serve on these teams, task forces, partnerships, and committees.
4. To act as stewards of the financial affairs of the presbytery including:
 - a. to consider and report upon all proposals and appeals for monies.
 - b. to propose the Presbytery budget.
 - c. to employ public accountants to perform annual audits or financial reviews of the Treasurer's financial records, and to receive the annual reports of the auditors.
5. To present recommendations to Presbytery on matters requiring the Presbytery's attention.
6. To create the docket of business for the meeting of the presbytery, with the assistance of the Stated Clerk.
7. To facilitate the nomination process for:
 - a. Officers - to nominate the Stated Clerk, the Treasurer, and the Moderator, each of whom shall be elected in accordance with Article VI. A., except when a need exists to fill a vacancy (see Article III. .D & E.).
 - b. Presbyter for Congregational Care – to nominate the Presbyter for Congregational Care who shall be elected in accordance with Article VI. A. 3.
 - c. Committees – to nominate the members of the Committee on Representation and to fill vacancies that occur in Committees of the Presbytery between meetings of the Presbytery.
8. To ratify the appointments of investigating committees in accordance with D-9.0101(a) and D-10.0201 when a preliminary procedure for discipline is initiated as provided in D-10.0101. These committees may be appointed between meetings by the Stated Clerk and one of the following: The Moderator of the Presbytery or the Moderator of General Council or the Presbyter for Congregational Care.
9. To submit its minutes at each Stated Meeting of Presbytery. Its decisions shall be immediately operative wherever power has been conferred but may be reviewed and reversed by the Presbytery.
10. To receive the recommendation that a position be declared vacant if it becomes apparent to any Committee or the General Council that any member of the respective Committee or Council is either unable or unwilling to serve actively. The General Council shall declare the position vacant without prejudice and shall instruct the Committee on Representation to nominate to the Presbytery a successor.
11. For items classified as "routine" to approve the sale, mortgage, lease, or other encumbrance of real property of any congregation, upon the recommendation of the session of that congregation and the Trustees of the Presbytery.

VI. THE OFFICERS

- A. The officers of the Presbytery shall be a Moderator, a Vice-Moderator, a Stated Clerk, and a Treasurer.

- B. The Moderator shall be elected at the last stated meeting of the year for a term of one year beginning the following January 1. He or she shall be installed at the conclusion of the meeting at which she or he is elected.
- C. The Vice-Moderator shall be elected at the last stated meeting of the year for a term of one year beginning the following January 1. He or she shall be installed at the conclusion of the meeting at which she or he is elected. The Vice-Moderator shall assist the Moderator as requested, shall serve in the Moderator's absence and succeed to the office of Moderator should it become vacant. Ordinarily the Vice Moderator will be elected the Moderator the next year. If the Moderator and Vice Moderator are unable to preside at a meeting or an event such as an installation/ordination, the Moderator shall invite a previously elected Moderator to take his/her place.
- D. The Stated Clerk shall be nominated by the General Council and elected at the May Presbytery for a term fixed by Presbytery not to exceed five years, beginning on June 1. The Stated Clerk shall fulfill the constitutional duties of the office, duties set forth in the Stated Clerk's job description (see Presbytery Personnel Guidelines), and duties that might be assigned from time to time by the Presbytery. Should a vacancy occur within the term, the person elected to fill the vacancy shall serve the unexpired portion of the term.
- E. The Treasurer shall be nominated by the General Council and elected by the Presbytery for a term fixed by Presbytery not to exceed five years, and shall handle all funds of the Presbytery. The Treasurer shall fulfill the duties set forth in the Treasurer's job description (see Presbytery Personnel Guidelines), and other duties that might be assigned from time to time by the Presbytery. The Treasurer shall be bonded and submit an annual report to the Presbytery. The records of the Treasurer shall be audited annually, and the results reported at a Stated Meeting of the Presbytery. Should a vacancy occur within the term, the person elected to fill the vacancy shall serve the unexpired portion of the term.
- F. The salaries of the Stated Clerk and the Treasurer shall be fixed by the Presbytery upon recommendation of the General Council. The Presbytery shall provide needed office equipment, adequate clerical assistance and travel expense for the Presbytery officers.

VII. THE STAFF

The Presbytery may employ or call a full-time Presbyter for Congregational Care and Associate Executive staff as needed. The duties of the Presbyter for Congregational Care and any Associate Executive staff shall conform to the position and job descriptions found in the Presbytery's Personnel Guidelines.

VIII. THE PERMANENT JUDICIAL COMMISSION

- A. A Permanent Judicial Commission shall be composed of ten members: five teaching elders, five ruling elders. The term of office shall be six years; they shall be elected in three classes. No person who has served on the Commission for a full term of six years shall be eligible for reelection until after four years have elapsed.
- B. The Commission shall elect from its members a moderator and a clerk (D-5.0201).

IX. ELECTION FOR SERVICE TO OTHER GOVERNING BODIES

A. SYNOD COMMISSIONERS

1. Ruling Elder and teaching elder commissioners to the Synod shall be elected according to the policies and procedures set by the Presbytery and the Synod. These elections shall be held at the last Stated Meeting of the year.
2. One teaching elder commissioner and one ruling elder commissioner to Synod shall be appointed by the Moderator of the General Council with its consent to serve as ex officio member on the council during his or her term.

B. GENERAL ASSEMBLY COMMISSIONERS AND YOUNG ADULT ADVISORY DELEGATE

1. The principal and alternate commissioners and young adult advisory delegate to the General Assembly shall be nominated and elected during the last Stated Meeting of the year preceding a General Assembly according to the policies and procedures set by the Presbytery.

C. READER OF ORDINATION EXAMINATIONS

The Presbytery shall elect annually at least one ruling elder and one teaching elder to serve as readers of examinations of candidates for ordination at or before the last Stated meeting of the year. Nominations shall be made by the Committee on Preparation for Ministry. Nominations may also be made from the floor if prior consent has been obtained from the nominee.

X. THE CORPORATION

- A. The Presbytery, which was not created by civil authority but was organized by the Synod and the General Assembly, shall cause a previously formed not-for-profit corporation under the laws of the State of Illinois to be continued under the name of the Presbytery of Southeastern Illinois, Presbyterian Church (U.S.A.) to receive, hold, encumber, manage and transfer property, and to facilitate the management of its civil affairs as may be directed by the Presbytery and in accordance with the Constitution. The Stated Clerk of the Presbytery shall be the registered agent, and the address of the office of the Presbytery shall be the registered office. The Commission of Trustees of the Presbytery shall be the Board of Directors.
- B. The Commission shall be composed of six members – one from each region and shall be composed of ruling elders and teaching elders in numbers as nearly equal as possible and sufficient to accomplish their work. The members of the Commission would be composed of members who possess gifts/talents in the areas of finance, real estate, legal matters, etc. However, there will be flexibility with regards to regional representation in favor of gifts and talents. The Commission will elect a President from amongst their members. The President of the Commission of Trustees (or his/her appointee with General Council's concurrence) would also sit on General Council. The Stated Clerk and Treasurer will be ex-officio (without vote) members of the Board. The Stated Clerk will serve as secretary. The quorum for the Board will be 3 voting members.

I. XI. GENERAL RULES

- A. All business of the Presbytery shall be transacted in accordance with the Form of Government, the Rules of Discipline, and other deliverances and pronouncements of the General Assembly that

interpret and supplement the above.

- B. The latest edition of Robert's Rules of Order shall apply.
- C. The permanent records of each council (session and presbytery) shall reside with the Presbyterian Historical Society or in a temperature and humidity controlled environment of a seminary of the Presbyterian Church (USA). When a church closes, the records will be kept within the bounds of the Presbytery for two years under the direction of the Stated Clerk. When two years have passed the records will be remitted to the Presbyterian Historical Society.
- D. The Presbytery of Southeastern Illinois is a governing body of the Presbyterian Church (U.S.A.). The Presbyterian Churches and the Presbyterian ministers within the following areas comprise the Presbytery of Southeastern Illinois: Alexander, Bond, Champaign, Christian, Clark, Clay, Clinton, Coles, Crawford, Cumberland, Douglas, Edgar, Edwards, Effingham, Fayette, Franklin, Gallatin, Hamilton, Hardin, Jackson, Jasper, Jefferson, Johnson, Lawrence, Macon, Marion, Massac, Montgomery, Moultrie, Perry, Piatt, Pope, Pulaski, Randolph, Richland, Saline, Shelby, Union, Vermilion, Wabash, Washington, Wayne, White, Williamson, the Township of Marissa in St. Clair County, and that portion of Ford County lying east of Interstate 57--all within the state of Illinois. The Presbytery, its particular churches and ministers are subject to and governed by the Constitution of the Presbyterian Church (U.S.A.). This Constitution always takes precedence if a conflict exists between the Constitution and the Standing Rules of this Presbytery.

XII. AMENDMENTS

- A. **AMENDING**
These Standing Rules may be amended by a two-thirds vote of the members present and voting at any Stated Meeting provided the proposed amendments shall have been presented in writing, read at the Stated Meeting next preceding, filed with the Stated Clerk, and placed on the docket for the meeting at which the vote is to be taken.
- B. **SUSPENDING**
These Standing Rules, except that rule dealing with the amending of the Standing Rules, may be temporarily suspended at any Stated Meeting of the Presbytery by a two-thirds vote of the members present and voting, provided no part of the Constitution of the Church is violated.