

Items Printed in **Bold** is suggested new language
Items ~~crossed through~~ is suggested to be removed

BY-LAWS OF THE CONGREGATION
The Westminster Presbyterian Church of
Portland, Oregon

1. **The** Westminster Presbyterian Church of Portland, (~~Multnomah County~~), Oregon, being a particular congregation of the Presbyterian Church (U.S.A.), recognizes the Constitution of the Presbyterian Church (U.S.A.), and understands that the Constitution is obligatory upon it and its members.
2. There shall be an annual meeting of the congregation (~~in the church edifice~~) on a Sunday in January for the transaction of any business properly coming before such meeting.
3. Special meetings **of the congregation** may be called by the Session, **by the Presbytery, or by the session when requested in writing by one fourth of the active members on the roll of the congregation.** Such calls shall clearly state the purpose of such a special meeting, and no other matter save that specified in the call may be considered.
4. Public notice of the time, place, and purpose of all meetings of the congregation shall be given in writing on at least two consecutive Sundays preceding the meeting, excluding the Sunday in the week of the meeting.
5. **The Session, in accordance with ORS 65.205, may authorize a stated or special meeting of the congregation to be conducted using communication technology by which all members participating may simultaneously hear each other and participate in discussion and voting during the meeting.**

(NOTE: Added whole paragraph above, thereby changing all numbering below.)

6. The pastor ~~or associate pastor~~ shall preside **at meetings of the congregation.** If the office of pastor is vacant, or if the pastor and ruling elders agree that the subjects to be discussed require it, or if the pastor is ill or is otherwise unable to be present, a minister of the Presbytery of the Cascades shall be invited by the Session to preside. (~~This invitation shall be cleared through the Committee on Ministry of the Cascades.~~)
7. The Clerk of Session shall be the secretary of the meetings of the congregation. If unable to attend, the Session shall designate a secretary. (~~in his or her stead.~~)
8. All communicant church members in good standing as defined by the usages and rules of the Presbyterian Church (U.S.A.), regardless of age, shall be eligible to vote at all stated and special congregational meetings, except as stated in paragraph 9.

9. As required by the laws of the state of Oregon only communicant members in good standing shall be eligible to vote on matters dealing with property and matters that are strictly the business of the corporation. Voting by proxy is not allowed.
10. Meetings shall be conducted in accordance with the general rules for governing bodies adopted by the General Assembly of the Presbyterian Church (U.S.A.), so far as they apply, and when they do not apply, according to the **most recent edition of Roberts Rules of Order Newly Revised**.
11. All meetings shall be opened and closed with prayer.
12. A quorum **for congregational meetings** shall consist of the moderator, secretary, and 10% of the eligible voters.
13. There shall be **no fewer than 12 and no more than 21** elders divided into 3 (~~equal~~) classes, one class of whom shall be elected each year for a 3-year term. No elders shall serve on the Session for consecutive terms, either full or partial, aggregating more than 6 years; and shall be ineligible to be elected to a new term until one year shall have elapsed.
14. There shall be 36 deacons divided into 3 equal classes, one class of whom shall be elected each year for a 3-year term. No deacons shall serve on the Board of Deacons for consecutive terms, either full or partial, aggregating more than 6 years; and shall be ineligible to be elected to a new term until one year shall have elapsed.
15. Vacancies on the Session, and on the Board of Deacons, and members-at-large vacancies on the Nominating Committee may be filled at a special meeting of the congregation or at the annual meeting, as the Session may determine. Procedures as specified herein shall be followed. Ordinarily, the new classes of elders and deacons shall be elected by the members of the congregation on the last Sunday in September of each year at a specially called meeting by the Session.
16. A quorum of the Session shall consist of 1/3 of the active elders and the moderator present at a duly called regular or special meeting.
17. There shall be a representative Nominating Committee appointed and elected in the following manner: **up to** 3 members of the committee shall be designated by and from the Session, one of whom shall be elected by the Session as chairperson. Two members of the committee shall be designated by and from the Board of Deacons. Six other members of the committee, none of whom may be in active service on the Session or Board of Deacons, shall be elected at the annual meeting of the congregation as members-at-large. These 6 members-at-large shall be divided into 3 classes, each to serve a 3-year term. Each year at the annual meeting the Nominating Committee shall submit to the congregation 2 names to be elected for a 3-year term as members-at-large.

Nominations for the committee, properly prepared with the consent of the nominees, will be received at the congregational meeting from any eligible voter. The Nominating Committee shall serve until successors are appointed and elected.

The Nominating Committee shall bring nominations of one person only for each office to be filled. Additional nominations may be made from the floor by any eligible voter with the consent of the nominee. The Nominating Committee shall make names of nominees known to the congregation at the time the notice of the congregational meeting is called to hold elections. ~~Names shall be both printed with the notice of the meeting and shall be included in the announcements of the meeting from the pulpit.~~

~~(Written ballots shall be used for elections.)~~ Names of nominees shall be listed, and voters may cast one vote for each vacancy to be filled. Nominees must receive a majority of the votes of those voting to be elected. Tellers shall be appointed by the moderator at the meetings during which elections are to be held to count votes and announce whether or not the nominees have been elected, without indicating the number of votes received. In the event a full class of elders shall not be elected, the Nominating Committee shall be asked to submit another nominee or nominees as necessary at a meeting to be called at ~~(further)~~ a **future** date.

18. The Session shall give account annually to the congregation regarding its conduct of the corporate as well as the spiritual affairs of the congregation.
19. All written instruments authorized to be executed by the congregational corporation are to be signed by ~~(the moderator and attested by)~~ the Clerk of Session.
20. These by-laws may be amended subject to the charter of the corporation, the laws of the state of Oregon, and Constitution of the Presbyterian Church (U.S.A.), at any annual meeting or any special meeting by a 2/3 vote of the voters present provided that a full reading of the proposed changes or printed distribution of the same shall have been made in connection with the call of the meeting.
21. By-laws or the charter of this corporation may not be amended contrary to or so as not to include the provisions of the Constitution of the Presbyterian Church (U.S.A.).

Adopted February 16, 1993 at the Special Congregational Meeting.

Revised and approved at Session Meetings dated Nov.15, 2022 and August 22, 2023.

PENDING ADOPTION: Above revisions adopted: September 24, 2023 at the Congregational Meeting