

STANDING RULES
Presbytery of Cincinnati

RULE 1
MEMBERSHIP OF PRESBYTERY

1.1 The membership of the Presbytery consists of the following:

1.11 ministers of the Word and Sacrament who have been admitted to membership according to G-11.0402, and

1.12 elder commissioners elected as provided in G-11.0101, and

1.13 elders elected as officers (Rule 4.1), and as other members of Presbytery Council (Rules 5.12 and 5.13), for the duration of their term of service, and

1.14 elders who are former moderators of the Presbytery, who are active members of churches of this Presbytery, and who indicate to the stated clerk in January of any given year their intention to be in regular attendance at the meetings of Presbytery, for that calendar year, and

1.15 elders who are elected by the Presbytery to an exempt staff position, for the duration of their term of service (G-11.0101c).

1.2 Sessions are encouraged to elect elders other than those described in 1.13, 1.14 and 1.15 for service as commissioners to Presbytery.

1.3 Corresponding members (G-11.0203).

1.31 Ministers of the Word and Sacrament who are members of other presbyteries and who are laboring within the bounds of the Presbytery of Cincinnati in approved work (G-11.0401) are enrolled as corresponding members of this presbytery (with voice, but without vote) for the period of their service.

1.32 Other presbyters may be enrolled for a specific meeting, as described by G-11.0203.

RULE 2
MEETINGS OF PRESBYTERY

2.1 The moderator and vice-moderator of the Presbytery shall be elected at the March meeting. Other officers and personnel shall be elected at the July meeting. All officers and personnel shall be installed at the September meeting. The Presbytery program year shall start September 1, and the accounting year shall start January 1.

Rule 2.1 amended September 13, 2005.

2.2 The Presbytery Council will provide for the worship of the Triune God at each meeting of the Presbytery during which the Presbytery shall receive an offering for such purpose as Presbytery policy may designate, and it will provide for the celebration of the Lord's Supper at one or more meetings of Presbytery each year.

Rule 2.2 amended November 13, 2001.

2.3 The offerings of individuals of the Presbytery shall be used by the Presbytery to help meet its operating budget and mission budget unless otherwise designated by the giver, in which case the amount of money designated shall be used only as designated or be returned to the giver.

Rule 2.3 amended September 9, 2003.

2.4 The Presbytery may adjourn at stated meetings to specified times and places.

2.5 Special meetings as described in The Book of Order G-11.0201.

2.6 Presbytery shall convene when directed to do so by The Synod of the Covenant.

2.7 Papers

2.71 Documents and related papers shall be available one hour before each Presbytery meeting for study.

2.72 Before distribution at Presbytery meetings, miscellaneous papers (meaning those coming from other than committees) shall be submitted to the Presbytery Council for consideration and approval.

2.73. Ordinarily no papers are to be distributed during a Presbytery meeting.

RULE 3

ATTENDANCE AT PRESBYTERY MEETINGS

3.1. It is the duty of every member of the Presbytery to attend all meetings of Presbytery and remain throughout each meeting, unless excused by the Presbytery. A member wishing to be excused shall make such a request of the Stated Clerk. Members honorably retired from active service may be excused without need to make a request.

3.2. Each Session in the Presbytery is expected to be represented at each meeting of the Presbytery by as many elder commissioners as the Session is entitled to commission (G-11.0101a, b). Elders serving as chairpersons of Presbytery committees, or elders designated to represent Presbytery committees, shall be corresponding members of Presbytery with voice and vote (G-11.0101c). An elder representing Presbyterian Men of the Presbytery and an elder representing Presbyterian Women of the Presbytery, designated by their own regular procedures, shall be corresponding members of Presbytery with voice and vote.

Entire rule amended November 10, 1998.

Last sentence of 3.2. added May 11, 1999.

RULE 4

OFFICERS AND STAFF

4.1 The Officers shall be: Moderator, Vice-Moderator, Chair of Presbytery Council, Stated Clerk, and Treasurer.

4.11 The Moderator shall be elected at the March Presbytery meeting and shall assume office immediately following the Service of Installation at the September meeting.

Rule 4.11 edited to correspond with Rule 2.1 September 13, 2005.

4.111 Term: One year, and he/she shall be ineligible to succeed himself/herself after serving a full term.

4.112 Responsibilities:

- a. To preside over all meetings of Presbytery.
- b. To appoint special committees authorized by Presbytery.
- c. To serve as an ex officio member without vote of each committee of Presbytery, except the Presbytery Nominating Committee.
- d. To preside over commissions appointed by Presbytery to ordain and/or install ministers.
- e. The Moderator-Elect may be sent at Presbytery expense as an observer to General Assembly.

Rule 4.112e amended September 13, 2005.

- f. To appoint, in consultation with the Stated Clerk and subject to confirmation (see 5.413 f.), an Investigating Committee, as need may arise (D-10.0201b).

Editorial Corrections made March 18, 1999.

4.12 The Vice-Moderator, who shall be an elder if the Moderator is clergy and vice versa, shall be elected at the March Presbytery meeting and shall assume office immediately following the Service of Installation at the September meeting.

Rule 4.12 amended September 13, 2005.

4.121 Term: One year, and he/she shall be ineligible to succeed himself/ herself after serving a full term.

4.122 Responsibilities:

- a. To discharge the duties of the Moderator when requested or when the Moderator cannot serve.
- b. To serve on the Presbytery Council.
- c. The Vice-Moderator-Elect may be sent at Presbytery expense as an observer to General Assembly.

Rule 4.122c added September 13, 2005.

4.13 The Chair of the Presbytery Council shall be the immediate past Moderator of the Presbytery. If that person is unable to serve, the Presbytery shall elect the Chair at the July Presbytery meeting.

4.131 Term: One year, and he/she shall be ineligible to succeed himself/herself after serving a full term.

4.132 Responsibilities:

- a. To preside over the Presbytery Council.
- b. To report to Presbytery for the Presbytery Council.

4.14 Stated Clerk:

4.141 Term: Three years with the privilege of re-election. The Stated Clerk shall be a minister or elder of the Presbytery and shall be elected at a July Presbytery meeting for a term of three years; or when a vacancy occurs, for a term ending the third July meeting after such a vacancy.

4.142 Purpose: The Stated Clerk is the servant of the Presbytery and of the Church at large, responsible for all ecclesiastical matters assigned to the office of Stated Clerk in accordance with the Book of Order.

4.143 Definition of Office: The Stated Clerk is an officer of Presbytery responsible to the Presbytery and under the supervision of the Presbytery Council. He/she shall assist the Presbytery as a resource person in ecclesiastical matters and as Parliamentarian.

4.15 The Treasurer shall be elected at a July Presbytery meeting and shall assume office on January 1 of the ensuing year.

4.151 Term: Three years, with the privilege of re-election.

4.152 Responsibilities:

- a. To keep an accurate record of all financial matters.
- b. To prepare and submit financial reports to the appropriate groups.
- c. To serve as a member and as Treasurer of the Board of Trustees.
- d. To interpret the status of accounts to appropriate groups upon request.

e. To serve on the Presbytery Council.

4.2 The General Staff Members shall be General Presbyter and Associate Presbyter. Presbytery-approved Person and Position Descriptions for each office are on file in the Presbytery office. When a vacancy occurs, the Presbytery upon nomination by the Nominating Committee shall elect a committee whose responsibility it shall be to nominate to the Presbytery for election Administrative Staff Members and to recommend the terms of employment. The committee shall consist of eight members and be composed equally of Ministers and Elders, one of whom shall be designated Chair by the Committee.

Every effort shall be made to include representatives of Presbytery Council and the Ethnic Church Affairs Committee. This committee shall be responsible for carrying out provisions of equal employment opportunity in consultation with the Committee on Representation for all General Staff personnel as found in the Book of Order; and a statement to this effect shall be included in all Person and Position Descriptions of the Presbytery.

4.21 General Presbyter:

4.211 Term: Five years, with the privilege of re-election.

4.212 Purpose: The General Presbyter is the servant of the Presbytery and of the Church at large, seeking to provide leadership and vision for the whole mission and ministry of the Presbytery.

4.213 Definition of Office: The General Presbyter is the Chief Administrative Officer of Presbytery and supervisor of the staff of the Presbytery. He/she is to assist the Presbytery in the implementation of strategy and program, and be a resource to the Presbytery and responsible for providing staff services to its Council and Committees.

4.22 Associate Presbyter

4.221 Term: Five years with the privilege of re-election.

4.222 Purpose: The Associate Presbyter is the servant for the Presbytery and the Church at large, providing general resourcing to the infrastructure and congregations of the Presbytery.

4.223 Definition of Office: The Associate Presbyter is a member of the General Staff of the Presbytery under the direct supervision of the General Presbyter.

RULE 5 PRESBYTERY COUNCIL

There shall be a Presbytery Council agreeable to the Book of Order G-11.0103d and G-11.0301.

5.1 Membership: The members of the Presbytery Council shall be:

5.11 The following officers of Presbytery: immediate past Moderator (who shall chair the Council), Moderator, Vice-Moderator and Treasurer. In the event of the inability of the immediate past Moderator to serve as Chair, the Council shall appoint another of its members as Chair, this appointment to be confirmed by the Presbytery.

5.12 A representative designated by the Board of Trustees.

5.13 Six members-at-large, elected by the Presbytery for three-year terms in classes of two persons each.

5.14 In addition, the following shall have voice at meetings of Council but shall not be voting members: the Stated Clerk, Associate Stated Clerk, General Presbyter, Associate Presbyter and Administrative Coordinator.

5.15 Terms of service on the Presbytery Council commence upon the installation of the Moderator of Presbytery at the Presbytery's meeting in September.

5.15 added March 9, 1999.

5.2 Purpose: To oversee and coordinate the total work of the Presbytery including ecumenical and denominational relations.

5.3 Responsibilities:

5.31 To interpret budget and mission concerns to governing bodies.

5.32 To communicate with appropriate bodies including ecumenical and interfaith groups.

5.33 To provide for worship at Presbytery meetings.

5.34 To address various issues.

5.35 To participate in tri-level negotiations regarding budget/program/staff.

5.36 To prepare Presbytery docket, calendar and specific reports for governing bodies.

5.37 To recommend to Presbytery the Presbytery Program Budget, the Presbytery Administration Budget, and other budgets which may be required by Presbytery.

5.38 To nominate members of the Nominating Committee.

5.39 To confirm, between Presbytery meetings, the Moderator's appointment of Investigating Committees (D-10.0201b), this action to be reported to the next Presbytery meeting.

5.4 Special Committees:

The Presbytery Council may elect special committees to do special work not already being done by one of the committees of Presbytery. Each special committee will be responsible to the Presbytery Council which elected it, but it may be reelected by a subsequent Presbytery Council in order that it may complete its business.

Entire rule amended January 10, 1998

RULE 6
PRESBYTERY COMMITTEES

6.01 Presbytery shall elect the following committees which, for the purpose of coordination, shall report to Presbytery through the Presbytery Council, with the exception of the Presbytery Nominating Committee. They may report to Presbytery those matters which pertain to the Presbytery as a whole.

6.011 Terms of Office: Three years, with no person serving consecutive terms, either full or partial, totaling more than six years. (The intent is that no person shall serve more than six consecutive years on a committee dealing with a particular concern regardless of restructuring.) No person shall serve at one time on more than any two of the committees of Presbytery, the

Board of Trustees, or the Presbytery Council, except ex officio without vote. Terms of service on Presbytery Committees commence upon the adjournment of the Presbytery's meeting in July.

Last sentence of 6.011 added March 9, 1999.

6.012 Subcommittee Membership: Standing committees of Presbytery may form subcommittees to implement work in any topical area under the committee's concern. Each subcommittee shall serve as an advisory group to the standing committee. The membership of each subcommittee may include additional persons who are not members of the standing committee (co-opted members), as working and advisory members. Such co-opted persons are not members of the standing committee, and do not vote on actions of the standing committee. Co-opted persons shall serve for a term of two years, which may be renewed for two successive two-year terms. Each sub-committee shall determine for itself through democratic process provisions for initial terms and qualifications of members, and agenda and conduct of meetings, subject to oversight of the standing committee and the Presbytery.

6.02 Ecclesiastical Affairs:

6.021 Membership: Chair, Vice-Chair and 10 other members: 6 clergy and 6 elders.

Total: 12.

6.022 Purpose:

6.0221 To review the life and work of the Presbytery in its relationships with other governing bodies and ecumenical groups.

6.0222 To provide advice and perspective in matters pertaining to ecclesiastical order and constitutional functions.

6.023 Responsibilities:

6.0231 To fulfill the duties assigned in Standing Rule 10.

6.0232 To consider overtures initiated within this Presbytery.

6.0233 To consider overtures initiated in another Presbytery and sent for endorsement.

6.0234 To consider amendments sent by the General Assembly for Presbytery action.

6.0235 To review Session records.

6.0236 To review Church registers.

Entire rule amended November 10, 1998.

6.03 Education and Congregational Nurture:

6.031 Membership: Chair and 26 other members: 9 clergy and 18 laypersons. Total: 27.

6.032 Purpose: To develop incentive and to provide resources to enable congregations in education, leadership development, youth ministry, and ministry with older adults.

6.033 Responsibilities:

6.0331 Education:

a. To provide those educational services and programs which can be implemented most effectively as a Presbytery.

b. To act as liaison and interpretive agent between the churches of the Presbytery, and the Education and Congregational Nurture Unit of the General Assembly and the Synod Leadership Development Unit.

c. To assist churches in fulfilling their responsibilities in the field of

Christian Education by providing resource persons and materials.

6.0332 Leadership Development:

- a. To provide, promote, direct and conduct workshops for church leaders.
- b. To recruit participants and assist in providing scholarships for leadership training.
- c. To maintain a skills bank of leadership resources.
- d. To deploy resources for the educational needs of the Presbytery and its churches, including professional training for Christian Educators and Lay Pastors.
- e. To provide resources for data gathering, problem solving, and conflict management when appropriate.

6.0333 Youth Committee:

- a. To provide and promote Presbytery-wide programs for junior and senior high youth.
- b. To be a resource for churches through 1) leadership training of youth and youth leaders, and 2) special programs and worship leadership at the invitation of local churches.
- c. To encourage participation in Synod and General Assembly programs for youth.
- d. To recommend to Presbytery Nominating Committee the names of qualified youth for membership on Presbytery committees, and for youth delegates to Synod and General Assembly.

6.0334 Older Adult Ministry:

- a. To study the special interests, concerns, and needs of older adults.
- b. To assist the churches of Presbytery to develop their ministries with older adults, including intergenerational events.
- c. To provide training opportunities to equip individuals and groups in these specialized ministries.
- d. To assist older adults in becoming effective advocates for themselves.
- e. To consider public policies pertaining to the rights of older adults, and recommend positions to Presbytery.
- f. To be a liaison and a resource to Synod and General Assembly organizations working with older adult ministries.

6.04 Equipping and Pastoral Care

6.041 Membership: Chair and 17 other members, 6 clergy and 12 laypersons. Total: 18.

6.042 Purpose: To provide pastoral care, support and opportunities for spiritual and professional growth to clergy and other church professionals of the Presbytery.

6.043 Responsibilities:

6.0431 To inform and encourage church professionals to take advantage of continuing education opportunities.

6.0432 To offer opportunities for mutual support through small group activities and retreats.

6.0433 To offer one-on-one opportunities for support of Presbytery clergy and other church professionals.

6.0434 To provide orientations for new Presbytery clergy and other church

professionals.

6.0435 To provide assistance in obtaining shared grant funds through the Board of Pensions.

6.0436 To make available information and supplementary scholarship aid for continuing education scholarships.

6.0437 to provide information and education, and to expedite the rapid response to deal with sexual misconduct.

6.044 Structure

These responsibilities shall be carried out through the following pastoral care groups:

At Large & Other Service Clergy

Christian Educators

Clergy & Lay Pastors Serving Churches

Retired Clergy

Spouses of Deceased Clergy

Sexual Misconduct

Entire rule amended July 14, 1998.

6.05 Ethnic Church Affairs:

6.051 Membership (12 members elected in classes of four)

6.0511 - the Chair shall be elected by the Presbytery and may be recommended to the Nominating Committee by any ethnic group within the Presbytery.

6.0512 - members of any committee of Presbytery may be co-opted as members of the ECA Committee with voice and vote.

6.0513 - additional persons may be co-opted to serve on the Self-Development of People Committee as needed.

6.052 Purpose

The purpose of the Ethnic Church Affairs Committee is to enhance and assist the Presbytery in being a racially diverse community in its life and decision-making, to provide opportunities for racial ethnic growth and to serve as the Presbytery's Self-Development of People Committee.

6.053 Responsibilities

6.0531 - to pray for the reconciliation of all people and the work of the Church.

6.0532 - to provide opportunities for dialogue and interaction that encourages better understanding and partnerships among the races, while enhancing the Presbytery's understanding of attitudes, feelings and circumstances of racial ethnic people.

6.0533 - to serve as resource for individuals, congregations, committees, and the Presbytery pertaining to racial ethnic concerns.

6.0534 - to celebrate the joys and gifts of racial ethnic people, their history and contributions, particularly the witnesses of congregations that serve racial ethnic people.

6.0535 - to offer workshops, seminars or other educational opportunities that will assist racial ethnic members in spiritual growth and leadership development.

6.0536 - to encourage racial ethnic people to serve on various committees of Presbytery, Synod, General Assembly, civic or ecumenical bodies and to maintain a relationship with the above.

6.0537 - to form a sub-committee of members to serve as the Presbytery's Self-

Development of People Committee, including other members of Presbytery and if possible people from the local community.

Entire rule amended May 13, 2003.

6.06 Evangelism and Church Development:

6.061 Membership: Chair and 23 other members: 9 clergy and 15 laypersons. Total: 24.

6.062 Purpose: To promote the sharing of faith by the churches of the Presbytery; to express the church's commitment to proclaim the Gospel and make disciples, inviting all people to trust Jesus Christ as Savior and Lord and to commit themselves to the vocation of servanthood within the church and the world; to support programs which strengthen proclamation, discipleship, commitment, witness and service. Such programs will include both the establishment of new churches and the revitalization of congregations.

6.063 Responsibilities:

6.0631 To prepare, interpret, and promote within the Presbytery programs of evangelism training and outreach.

6.0632 To support an active Presbytery program that projects Presbyterians as a people of hope and vision so that Presbyterian churches are recognized by the public as havens for developing vital personal faith.

6.0633 To identify continuing and new areas of need for Presbyterian witness and presence in Southwestern Ohio, Northern Kentucky and Southeastern Indiana, and to enable Presbytery through its planning process to become responsible for those needs.

6.0634 To assist all congregations in studying and planning for their future, particularly in the areas of establishing, merging, relocating, building, staffing, financing, revitalization and dissolution.

6.07 Justice for Women:

6.071 Membership: Chair and 11 other members, 3 of whom shall be men. Total: 12.

6.072 Purpose: To be informed on issues that particularly, but not exclusively, affect women in the church and in society and to bring these concerns before the Presbytery and its churches.

6.073 Responsibilities:

6.0731 To provide resources and education regarding the concerns of women.

6.0732 To assist in identifying, recruiting and training women for leadership in the church.

6.0733 To support women serving in leadership positions in the church.

6.0734 To serve as an advocate on concerns and issues of women in church and society.

Entire rule amended May 12, 1998.

6.08 Ministry:

6.081 Membership: Chair and 38 other members: 19/20 clergy and 20/19 elders. Total: 39. Six of these, 3 clergy and 3 elders, shall comprise a subcommittee for the mentoring and annual review of commissioned lay pastors.

6.082 Purpose: To facilitate the relations between congregations, clergy, commissioned lay pastors, lay pastor candidates and the Presbytery, and to settle difficulties on behalf of Presbytery when possible and expedient.

6.083 Responsibilities:

6.0831 To fulfill the provisions of the Book of Order G-11.0502.

6.0832 To fulfill the provisions of the Book of Order G-14.0801.

6.0833 To counsel with each church when the pulpit becomes vacant and provide resources for self study in the examination and definition of its mission prior to approaches being initiated to possible candidates to fill the vacancy.

6.0834 To counsel with Pastor Nominating Committees seeking a minister, and recommend and urge Committees to consider candidates without prejudicial regard to race, ethnic origin, sex, marital status or age.

6.0835 To be responsible for guidance of congregations in regard to compensation of clergy, commissioned lay pastors and other church professionals, including study leave arrangements and the expectation of the Presbytery that Ministers of the Word and Sacrament and commissioned lay pastors will contribute a tithe of their portion of their family income to the ministry of Christ's Church.

6.0836 To examine the credentials and qualifications of clergy applying for membership in the Presbytery and lay pastors applying for commissioning.

Rule 6.08 amended September 9, 2003.

6.09 Nominating:

6.091 Membership: Chair and 17 other members: 6 clergy, 6 laymen, and 6 laywomen. Total: 18.

6.092 Purpose: To fill all vacancies on continuing committees, councils, boards, and other bodies that require election by the Presbytery, in accordance with the Book of Order G-9.0800.

6.093 Responsibilities:

6.0931 To make nominations for:

a. Permanent Judicial Commission.

b. Officers.

c. Chair and members of Committees (with the exception of the Nominating Committee).

d. Chair and members of the Board of Trustees.

e. Commissioners and representatives to governing bodies.

f. Representatives (delegates) to related agencies, ecumenical and other.

g. At-large members of Council (5.13)

6.0932 To make nominations to fill unexpired terms. In case of vacancy created by transfer, resignation, absence for three meetings, or other reasons, a person shall be elected for the remainder of the unexpired term at the next stated meeting of the Presbytery after such vacancy occurs.

6.0933 To maintain as nearly as possible in all areas of the Presbytery a balanced representation of churches, race, ethnic origin, sex and age.

6.0934 To solicit names from Presbytery committees and staff, churches, women's groups, ethnic groups, youth groups, and individuals, and maintain a personnel file.

6.0935 To present election procedure and names of nominees to Presbytery at least ten days before the election, by mail or at the previous stated meeting of Presbytery, with

the exception of nominations to fill unexpired terms.

Entire rule amended January 10, 1998

6.10 Peacemaking and Social Justice Committee:

6.101 Membership: Chair and 14 other members: 3 clergy and 12 laypersons. Total: 15. (3 classes of 5 each).

6.102 Purpose: To challenge each congregation to make a commitment to peacemaking in all its ramifications; to express in manifold ways the church's commitment to justice in all aspects of life; to assist the Presbytery in living out the injunction in Micah 6: "to act justly, to love tenderly, and to walk humbly with your God."

6.103 Responsibilities:

6.1031 To assist the congregations, the Presbytery, and its committees, in their peacemaking journey.

a. To encourage the study and adoption of the "Commitment to Peacemaking" by Sessions.

b. To assist the Stewardship Committee in interpreting the Peacemaking Offering.

6.1032 To communicate peacemaking information from General Assembly and other peacemaking groups to congregations.

6.1033 To life up social and justice issues for reflection, increased consciousness, action and social witness.

6.1034 To relate to community groups and religious associations organized for action on justice issues.

6.1035 To act as liaison with Ohio Presbyterians for Public Policy Advocacy.

6.1036 To maintain a network of congregational liaisons to support the work of the committee.

Entire rule amended May 13, 2003.

6.11 Personnel:

6.111 Membership: Chair and 8 other members: 3 clergy, and 6 laypersons. Total: 9. In making nominations for the committee, the Nominating Committee shall consult with the Committee on Ministry, Committee on Representation, Committee on Ethnic Church Affairs, Board of Trustees, and other units with personnel-related concerns.

6.112 Purpose: To function as the Presbytery Personnel Committee for the oversight of practices and policies relating to all persons employed by the Presbytery.

6.113 Responsibilities:

6.1131 To oversee all Presbytery Staff and employees by:

a. Providing adequate staff and employees as approved by the Presbytery.

b. Reviewing all policies and position descriptions and revising as needed.

c. Reviewing work and compensation of staff and employees annually and, where required, in consultation with Synod and General Assembly.

d. Defining, implementing and monitoring the Presbytery Plan for Equal Employment Opportunity.

Entire rule amended May 12, 1998.

6.13 Preparation For Ministry:

6.131 Membership: Chair and 11 other members: 6 clergy and 6 elders. Total: 12.

6.132 Purpose: To be responsible for the care and supervision of all candidates for the ministry and other church vocations who are under the jurisdiction of the Presbytery. It shall also be responsible for the promotion of interest in the enlistment of candidates for church vocations.

6.133 Responsibilities: To fulfill the duties assigned in the Book of Order G-14.0300 and G-14.0400.

6.14 Presbytery Mission:

6.141 Membership: 21 members, including 7 clergy and 14 laypersons. An attempt should be made to include a broad geographic representation of churches within the Presbytery.

6.142 Purpose: To initiate, promote and coordinate among the churches of Presbytery a greater awareness of, and involvement in, mission opportunities both within the Presbytery and throughout the world.

6.143 Responsibilities:

6.1431 Encourage and assist member churches in their mission ministry and promote cooperation with other congregations for their most effective mission in the broader community.

6.1432 Support the work of the designated "Mission Partner Churches" and publicize their ministries throughout the Presbytery, encouraging others to engage in creative cooperative programs with these churches.

6.1433 Provide opportunities for hands-on mission within the Presbytery, and publicize throughout the Presbytery the mission activities of local congregations.

6.1434 Promote a greater awareness of global mission among the churches of Presbytery.

6.1435 Recommend annually to Presbytery Council:

a. Mission Partner Churches, including a Presbytery support budget for each;

b. An operating budget for the Mission Committee.

Entire rule amended July 14, 1998

6.15 Representation:

6.151 Membership: Chair and nine other members: 2 clergy and 8 laypersons; five men and five women. Total: 10. A majority of the members shall be selected from racial ethnic minority groups within the Presbytery. Membership shall include:

- a. majority male
- b. majority female
- c. racial ethnic male
- d. racial ethnic female
- e. youth male
- f. youth female
- g. person with disability

6.152 Purpose: To advise the Presbytery regarding its membership and that of its committees and other units in implementing the principles of participation and inclusiveness, to ensure fair and effective representation in the decision making of the church.

6.153 Responsibilities:

a. Advise presbytery committees with respect to their membership to ensure fair and effective representation in decision making.

b. Serve as an advocate for minority groups and disabled persons and be a resource for these areas.

c. Report annually to Presbytery and to Synod's Committee on Representation.

d. Consult with Racial Ethnic membership to discover potential racial ethnic members regarding membership on Presbytery committees.

e. Consult with appropriate constituencies of women to ensure participation on committees of Presbytery.

f. Advise the Presbytery on employment of personnel in accordance with participation and representation (G-4.0403) and in conformity with churchwide plan for equal employment opportunity (G-13.0201b).

Entire rule amended November 9, 1999

6.16 *Section deleted when Rule 6.10 was revised on May 13, 2003.*

6.17 Stewardship:

6.171 Membership: Chairperson and 17 members (6 clergy and 12 laypersons), one of whom shall be an ethnic member of Ethnic Church Affairs.

6.172 Purpose: To undertake responsibility for educating, interpreting and encouraging the stewardship life of the Presbytery and its congregations.

6.173 Responsibilities:

6.1731 To develop and implement a year-round program of stewardship education for the Presbytery that is biblically and theologically grounded, responding to needs and opportunities.

6.1732 To maintain two-way communication with session/congregations of the presbytery to:

a. recognize and affirm what congregations are doing;

b. uplift the stewardship life of Presbytery;

c. interpret the Presbytery budgets;

d. listen to concerns and filter those concerns to the proper entity of

Presbytery;

e. intentionally promote children/youth stewardship emphasis.

6.1733 To communicate Presbytery's commitment to Basic Mission Support, suggest goals for congregational Basic Mission Support, and educate about Directed Mission Support, Extra Commitment Opportunities, Special Offerings and the Theological Education Fund (1% Plan).

Entire rule amended July 14, 1998.

6.18 Theology and Worship:

6.181 Membership: Chair and 11 other members: 6 clergy and 6 laypersons. One of the members shall be an ethnic member of Ethnic Church Affairs. Total: 12.

6.182 Purpose: To practice and promote worship of God which is theologically based, historically informed, and sensitive to the needs of people; to develop opportunities and resources for promoting Christian formation and discipleship, including prayer, spiritual retreats and direction, theological dialogue and responsiveness to the theological issues of the church.

6.183 Responsibilities:

6.1831 To work cooperatively with the Moderator and Presbytery Council in planning worship for Presbytery meetings in accordance with the "Guidelines for Presbytery Worship."

6.1832 To provide assistance to those congregations who wish to vitalize their worship.

6.1833 To provide education on the meaning and purpose of worship in the Reformed tradition.

6.1834 To provide opportunities for discussion of theological issues.

6.19 This rule vacated.

6.20 Smaller Membership Church Committee.

6.201 Membership: There shall be a chair and 8 members, with a balance of ministers and laypersons. Members shall be representative of the areas served by the Presbytery such as the counties of Boone, Campbell, Grant, Kenton, Pendleton in Kentucky, the counties of Adams, Brown, Butler, Clermont, Hamilton, Highland, and Warren in Ohio, and the counties of Dearborn and Ohio in Indiana. Total: 9.

Rule 6.20 (name of the Committee) and rule 6.201 amended March 10, 1998.

6.202 Purpose: To keep before the Presbytery and its structure the special needs and potential resources of small churches, in order to help make small churches more effective units of mission.

6.203 Responsibilities:

a. To be accountable to and advise Presbytery regarding the special interests and needs of small churches.

b. To encourage Presbytery Committees to use their skills and resources to support small churches.

c. To gather the concerns of small churches and present them to the appropriate committees of the Presbytery.

d. To suggest innovative ways in which Presbytery can use the resources of small churches.

e. To assist the Nominating Committee in identifying and recruiting members of small churches to serve the Presbytery.

Entire rule amended January 10, 1998

RULE 7
BOARD OF TRUSTEES

7.1 Membership and Officers:

7.11 President, Vice-President, Corporate Secretary, Treasurer and 16 other members: total of 6 clergy and 12 laypersons plus the Corporate Secretary and the Treasurer. Total: 20. (The Treasurer of the Presbytery shall be the Treasurer and the General Presbyter shall be the Corporate Secretary.) Terms of service on the Board of Trustees commence upon the adjournment of the Presbytery's meeting in July. The officers of the Trustees shall be officers of the Corporation.

- 7.12 President, Vice-President, Treasurer and 16 other members have voice and vote. Corporate Secretary has voice only, as well as any others given voice by the presiding officer.
- 7.13 A quorum at any meeting is a simply majority.
- 7.2 Purpose: To fulfill the trustee function of the Presbytery and act as its legal representative in accordance with *Book of Order* G-8.0202 and state and federal laws.
- 7.3 Responsibilities:
 - 7.31 To manage the civil and corporate affairs of the Presbytery.
 - 7.311 To manage Presbytery funds according to Generally Accepted Accounting Practices. These practices include providing yearly audits and financial reports to the Council and Presbytery.
 - 7.312 To maintain adequate accounting control procedures.
 - 7.313 To require an annual audit of the financial records by an independent professional accounting firm.
 - 7.32 To review the proposed Presbytery budget and advise Council and Presbytery regarding the financial impact of the budget on the Presbytery.
 - 7.33 To receive bequests and gifts of money, real estate, and other property given to the Presbytery (except budget receipts, churches' per capita and mission), and to hold, manage and use the principal and income in accordance with the terms or as Presbytery shall approve.
 - 7.34 To hold in trust and manage all properties and permanent funds belonging to or committed to the care of Presbytery and to use their principal and income in accordance with the applicable terms, or in the absences of those terms, as Presbytery shall direct.
 - 7.35 To invest funds responsibly in financial instruments including certificates of deposit, bonds, equities, mortgages, real estate.
 - 7.36 With Presbytery approval, to purchase or otherwise acquire real estate, and to sell, mortgage, lease, or encumber owned real estate.
 - 7.37 The officers of Trustees (President, Vice-President, Corporate Secretary, Treasurer) shall each have full and complete power to sign or endorse certificates of stocks, bonds or other evidences of ownership of securities held in the name of the corporation and to sign and execute all deeds and other instruments of

conveyance of the corporation (two signatures required).

7.38 To review and submit for approval by Presbytery all requests by churches and other groups for permission to sell, mortgage or lease real property, or purchase encumbered property in accordance with *Book of Order* G-8.0501-2.

7.39 To hold, manage, or sell property of a church that is dissolved by the Presbytery in accordance with *Book of Order* G-8.0401.

7.310 To work with the churches of the Presbytery to obtain and maintain state non-profit corporation charters.

Entire rule amended November 8, 2004.

RULE 8

PERMANENT JUDICIAL COMMISSION

8.1 Membership: Seven members; 4 clergy and 3 elders, or 3 clergy and 4 elders.

8.2 Term: Six years; no person having served a full term of six years shall be eligible for re-election until 4 years have elapsed. (Book of Order D-5.0105) Terms of service on the Permanent Judicial Commission commence upon the adjournment of the Presbytery's meeting in July.

Last sentence of 8.2 added March 9, 1999.

8.3 Responsibilities:

8.31 To serve as a Permanent Judicial Commission in accordance with The Rules of Discipline, Chapter V.

8.32 To render judgment on cases transmitted to the Commission by the Presbytery.
Editorial corrections made March 18, 1999

RULE 9

QUORUM AND PARLIAMENTARY RULES

9.1 A quorum of Presbytery Council and Committees shall consist of one-third of the members of the Presbytery Council, Committee, Task Force, etc. if the total membership is less than nine; unless otherwise stated in the Book of Order.

9.2 In any case not covered by these Rules, Robert's Rules of Order Newly Revised shall be the accepted authority.

RULE 10

AMENDMENTS AND SUSPENSION OF STANDING RULES

10.1 Amendments to the Standing Rules shall be submitted in writing to the Presbytery at a stated meeting and referred to the Ecclesiastical Affairs Committee. The Committee shall recommend at the next stated meeting whether, in its opinion, the amendment as proposed is in accordance with The Constitution of the Presbyterian Church (U.S.A.).

The Committee may also recommend whether, in its opinion, the amendment on its merits should be adopted by the Presbytery. The amendment shall be in order in any event for consideration and adoption by the Presbytery at the stated meeting next succeeding the stated meeting at which it was presented in writing.

10.2 These Standing Rules of the Presbytery may be temporarily suspended at any meeting of the Presbytery by a vote of 3/4 of the members present and voting.

RECOGNITION OF CHRISTIAN EDUCATORS

1. The Presbytery of Cincinnati recognizes Christian Educators who are members of the Presbyterian Church (U.S.A.) and have demonstrated their qualifications, based on the following criteria:

1. The Educator has been called by a governing body and is currently holding a position in educational ministry.

2. The employing governing body recommends the Educator for this recognition; the Committee on the Preparation for Ministry judges the criteria to be met; and the Presbytery approves.

3. The Presbytery will give Christian Educators the privilege of the floor at Presbytery Meetings.

4. The professional standing of the Educator is established in one of the following ways:

a. The Educator is certified or in the process of becoming certified.

b. The Educator holds a seminary degree and has completed one year, or its equivalent, full-time work in educational ministry.

c. The Educator holds a bachelor's or graduate degree from an accredited college or university and has completed two years, or the equivalent, full-time work in educational ministry.