

BY-LAWS
of
THE ECCLESIASTIC BODY
WESTMINSTER PRESBYTERIAN CHURCH

1100 Shasta Avenue
San Jose, California 95126

ARTICLE 1 ECCLESIASTICAL CONNECTIONS

This church is connected through its Session with the Presbytery of San Jose, the Synod of the Pacific and the General Assembly of the Presbyterian Church (USA).

ARTICLE II DIVINE DIRECTION

This church is founded on the Word of God as contained in the Scriptures of the Old and New Testaments, which constitute the only infallible rule of Faith and practice. This church is governed by the Constitution of the Presbyterian Church (U.S.A.) as it is now or shall be from time to time amended, established, made, and declared by the authority of the Presbyterian Church (U.S.A.). All references in these Bylaws to the Book of Order (Part II of the Constitution of the Presbyterian Church (U.S.A.)) are to the 2011-2013 Book of Order or to any successor provisions in subsequent versions of the Book of Order.

ARTICLE III MEMBERSHIP

The membership of Westminster Presbyterian Church includes baptized members, active members, and affiliate members as defined by G-1.04 of the Book of Order.

Westminster Presbyterian Church also recognizes the category of inactive member. An inactive member is one who does not participate in the church's work and worship. An inactive member is entitled to all the rights and privileges of an active member except the right to speak in the meetings of the congregation and to vote and hold office. The Session may transfer an active member to the inactive member rolls after one year of not attending worship or participation in church activities. A person may petition the Session to be moved from inactive to active member status after showing involvement in the congregation for period of three months.

ARTICLE IV THE CHURCH SESSION

SECTION 1. The spiritual affairs of the church shall be governed by the Session consisting of the Pastor and seven ruling elders, who are members of the church in good and regular standing. The Elders shall concurrently serve as Directors in conducting the temporal affairs of the church.

SECTION 2. The Elder-Directors shall be elected and serve as set forth in the Book of Order section G-2.03 and 2.04.

SECTION 3. Should any member of the Session or the Board of Deacons be unable to serve the complete term to which he or she is elected, the Session may at its option immediately have the current Nominating Committee nominate a successor who may be elected at a duly called Congregation meeting to fill the unexpired term, or allow the vacancy to exist until the regular election of officers the Last Quarter of the year.

SECTION 4. The Session is charged with the responsibility for the mission and government of this church as set forth in the Book of Order, section G-3.02.

SECTION 5. The Session shall annually fix the time and place of its regular meetings. Special meetings may be called by the Moderator or at the request in writing of any two Elders. An attempt must be made to notify all Session members of all special meetings and the business to be considered. One-third (1/3) of the Session members and the Pastor or designated Moderator, shall be necessary to constitute a quorum of any Session meeting.

ARTICLE V THE DEACONS

SECTION 1. The Board of Deacons shall consist of the Pastor and not less than nine Deacons, who are members of the church in good and regular standing. The Deacons shall be elected and serve as set forth in the Book of Order section G-2.02 and 2.04.

SECTION 2. The Deacons shall be charged with ministering to the sick and needy and shall serve in such other ways as shall be designated by the Session.

SECTION 3. The officers of the Board of Deacons shall be Chairman, Vice-Chairman, Secretary and Treasurer.

SECTION 4. The Board shall annually fix the time and place of its meetings, but may meet for special business at any time it may deem necessary, at the call of

the Chairman or the Pastor. One-third (1/3) of the members of the Board shall constitute a quorum.

ARTICLE VI CONGREGATIONAL MEETINGS

SECTION 1. There shall be two regular unified meetings of the congregation each year, one in the First Quarter and one in the Last Quarter as determined by the Session. Special congregational meetings shall be called by the Session as required.

SECTION 2. At the First Quarter meeting all organizations of the church shall present written reports to the congregation. A published report for the congregation is required of the Clerk of Session, the Pastor, and the Chairman of the Stewardship Committee. This report shall include a complete financial accounting of all monies received and expended for the year.

SECTION 3. At the First Quarter meeting, the Nominating Committee shall be elected as per Article IX of these By-Laws.

SECTION 4. At the Last Quarter meeting, the congregation shall be presented the annual budgets for the next year, vote on the approval of all matters relating to the Pastors' salaries, and shall elect such officers as are necessary to fill the places of those whose term expires on December 31, as well as any other current vacancies on the Board of Deacons and Session.

SECTION 5. The meetings shall be conducted according to the Rules for Judicatories adopted by the General Assembly of the Presbyterian Church (USA), so far as they apply, and when they do not apply, according to usual legislative rules of order. All meetings shall be moderated by the Pastor or his designated alternate.

SECTION 6. The Clerk of Session shall be Secretary of all ecclesiastical and corporate meetings of the church. The minutes of each meeting of the congregation shall be attested by the moderator and the secretary and shall be entered in the Minute Book of Session.

SECTION 7. Notice of all regular or special meetings shall be published in the church Sunday bulletin and announced from the pulpit on at least two successive Sundays.

ARTICLE VII CONGREGATIONAL QUORUM

A quorum of the members of the church for the transaction of business of the regular or any special meeting shall consist of one tenth of the members or twenty five (25) eligible voters whichever is greater. Voting by proxy is not allowed.

ARTICLE VIII RIGHT TO VOTE

All communicant members of this church in good and regular standing shall be entitled to vote at all regular and special meetings of the congregation.

ARTICLE IX THE NOMINATING COMMITTEE

The Nominating Committee shall consist of eight (8) members. At the First Quarter meeting four (4) members of the congregation at large shall be elected to serve on the Nominating Committee to nominate church officers and two alternates for the succeeding year and to fill any vacancies which may occur. These four (4) shall serve with one member appointed by the Board of Deacons and two members appointed by the Session, plus the Pastor. One of the Session's delegates shall have been designated Chairman by the Session. The Pastor is an ex-officio member, without vote. The provisions of G-3.0111 of the Book of Order, regarding fair representation shall apply.

ARTICLE X ADMINISTRATION OF THE CHURCH WORK

The Session of this church shall constitute Departments and Committees with such duties and members as will adequately provide for the cooperative conduct of the work of the church. The following committees shall be established and maintained as a minimum:

Stewardship, Missions, Music and Worship, Personnel, Membership, and Christian Education.

All committee chairmen and members shall serve until the conclusion of the February meeting for the respective committees in order to assure efficient transfer of responsibilities.

ARTICLE XI AMENDMENTS

Amendments of those By-Laws, not in conflict with the Constitution of the Presbyterian Church (USA), may be made at any regular meeting, or any special meeting by two-thirds (2/3) vote of the members present, provided that a full

reading of the proposed change (or a printed distribution of the same) shall have been made in connection with the call of the meeting.

ARTICLE XII PASTOR'S SALARY REVIEW

The Executive Committee of Session, consisting of the Chairmen of the required Session Committees as set forth in Article X, shall review with Pastors, their salaries each September and make appropriate recommendations to Session. The action of Session on these recommendations shall be included by the Stewardship Committee in forming the coming year's budget.