

# **PRESBYTERIAN WOMEN IN THE PRESBYTERY OF THE CASCADES BYLAWS**

Adopted April 22, 1989

Amended April 2, 1990; May 1, 1993; April 8, 2000; April 8, 2006; April 21, 2007; and April 1, 2017

## **ARTICLE I – NAME**

The name of this organization shall be Presbyterian Women in the Presbytery of the Cascades.

## **ARTICLE II – PURPOSE**

The purpose of this organization is to unite and strengthen the program of local Presbyterian women's groups within the boundaries of the Presbytery of the Cascades, relating them to Presbyterian Women in the Synod of the Pacific and to the churchwide organization of Presbyterian Women; together striving to fulfill our common purpose:

“Forgiven and freed by God in Jesus Christ, and empowered by the Holy Spirit, we commit ourselves:

to nurture our faith through prayer and Bible study,  
to support the mission of the church worldwide,  
to work for justice and peace, and  
to build an inclusive, carrying community of women that strengthens the Presbyterian Church (U.S.A.) and witnesses to the promise of God's kingdom.”

## **ARTICLE III – MEMBERSHIP**

Members of PW in the Presbytery shall be all women within the presbytery who choose to participate in, or be supportive of, PW in the Presbytery in any way.

## **ARTICLE IV – COORDINATING TEAM, ELECTION AND TERM OF OFFICE**

- Section 1      The leaders shall form a Coordinating Team for conducting the business of PW in the Presbytery.
- Section 2      The Search Committee shall present names of women to be elected to the Coordinating Team to the members of PW in the Presbytery at the Annual Spring Gathering. Elected leaders of PW in the Presbytery shall be members of the Presbyterian Church (U.S.A.)
- Section 3      a. The term of office for all leaders, except Treasurer and Cluster Liaisons, shall be two years with the privilege of reelection to a second term.  
                    b. The Cluster Liaisons shall be elected for a term of three years with

the privilege of reelection to a second term.

c. The Treasurer shall be elected for an indefinite term, but shall stand for election every two years.

d. Service of a period of two-thirds (2/3) of any term will constitute a full term.

e. Vacancies shall be filled by nomination from the Search Committee and vote of the Coordinating Team of PWP. A person filling a vacancy will keep the class of the person being replaced.

Section 4 a. The leaders of PW in the Presbytery shall be Moderator, Vice Moderator, Secretary, Treasurer, Cluster Liaisons, the Moderator of the Search Committee, and Members-at-large with specific responsibilities to carry out the work of PW in the areas of Justice and Peace, Spiritual Nurture (including Horizons), Mission Interpretation, Communications Coordinator and Historian.

Section 5 A rotation system shall be established so that approximately one-half of the leaders, except Cluster Liaisons, will be elected each year. Since Cluster Liaisons serve a three-year term, approximately one third will be elected each year.

#### ARTICLE V – DUTIES OF LEADERS

Section 1 The Moderator shall preside at all meetings of the Coordinating Team, and at all Gatherings of PW in the Presbytery where business is conducted. She shall be the key person to receive communications on behalf of PW. The Moderator shall be the representative to the Annual Gathering of PW of the Synod of the Pacific. She will represent Presbyterian Women at Presbytery meetings. The Moderator shall be a voting Representative at Churchwide Gatherings. She shall appoint Committee[s] not otherwise provided for, and be an ex-officio member of all committees except the Search Committee.

Section 2 The Vice-Moderator will preside in the absence of the Moderator or at her request. If the office of Moderator becomes vacant between elections, the Vice-Moderator shall complete the Moderator's term. The Vice-Moderator shall

- a. act as liaison with the Cluster Liaisons
- b. assist the Moderator as requested.

Section 3 The Secretary shall maintain and preserve working records of PW in the Presbytery.

Section 4 The Treasurer shall have knowledge and understanding of the receipts and disbursements of the operating funds of PW in the Presbytery. She shall receive from PW in the Congregations the Celebration Giving pledges and forward these funds to the PW in the PC(USA) except for the amount pledged for the operating expenses of PW in the Presbytery and PW in the Synod. She shall send to the Treasurer of PW in the Synod the amount assigned for the operating

budget of PW in the Synod. She shall make an annual written financial report to the members of PW in the Presbytery and submit records for annual review.

- Section 5 The Cluster Liaisons shall provide program support to PW in the Congregations assigned to them and, working with the Vice-Moderator as liaison, shall be the direct link between PW in the Congregations and the Coordinating Team of PW in the Presbytery.
- Section 6 The Moderator of the Search Committee shall administer the work of the Search Committee and present for election the names of women called to Leadership positions to PW in the Presbytery. Intentional consideration shall be given to racial/ethnic women and regional representation for any office in the Coordinating Team.
- Section 7 The Coordinator of Justice and Peace shall create an awareness of current Justice and Peace issues and encourage action and involvement. She shall serve as the liaison between PW in the Presbytery and Church Women United.
- Section 8 The Coordinator of Spiritual Nurture shall be aware of resources available churchwide and encourage their use in local groups.
- Section 9 The Coordinator of Mission Interpretation shall
- a. be responsible for providing mission information to the local PWs.
  - b. encourage participation in both global and ecumenical mission projects.
  - c. help the PW in the Presbytery to understand and support the mission of the Presbyterian Church (U.S.A.) and seek opportunities to enlarge women's vision of the scope of mission.
- Section 10 The Historian shall maintain and preserve historical records of PW in the Presbytery.
- Section 11 The Communications Coordinator shall be responsible for maintaining the Presbyterian Women in the Presbytery of the Cascades website and other social media outlets, maintaining a directory of email contacts for communication, for sending PWP news to Omnibus and Cascades Connection and preparing publicity posters for Gatherings.
- Section 12 Additional Members-at-Large with specific responsibilities may be appointed as necessary to help conduct the work of PW in the Presbytery.

#### ARTICLE VI – FINANCE

- Section 1 The program of PW in the Presbytery shall be financed through the pledges of PW in the Congregations to the operating expenses of PW in the Presbytery. The Treasurers of PW in the Congregations shall send the recommended amount annually to the Treasurer of PW in the Presbytery.

- Section 2 A Finance Committee shall be composed of the Moderator, Treasurer, Coordinator for Mission Interpretation, and one Member-at-large Appointed by the Moderator. The Treasurer shall act as chair-person.
- a. The fiscal year shall be June 1 to May 31.
  - b. The function of the Committee shall be to draw up the budget for PW in the Presbytery and, in a form approved by the Coordinating Team, to present it at the Annual Spring Gathering for adoption.

## ARTICLE VII – GATHERINGS

PW in the Presbytery shall meet at least annually and more often if appropriate. These Gatherings shall be open to all. The election and installation of leaders and approval of the budget shall be done in the context of the Annual Spring Gathering of PW in the Presbytery. All members of PW attending this Gathering shall be entitled to vote.

## ARTICLE VIII – AMENDMENTS

- Section 1 These Bylaws may be amended at any Annual Spring Gathering by a two-thirds vote of those present and voting, providing notice of the proposed amendments has been submitted, in writing, to PW in the Congregations at least thirty (30) days prior to the Gathering. These Bylaws may also be amended by a three-fourths vote without prior notice. These Bylaws may be suspended by a two-thirds vote of those present and voting, provided notice of such suspension has been submitted in writing to the members thirty (30) days prior to the Gathering.
- Section 2 The Coordinating Team of PW of the Presbytery shall conduct a review of the Cascade PWP By-Laws biennially and prepare suggested revisions if necessary for Annual Spring Gathering action.

## ARTICLE IX – QUORUMS

- Section 1 The quorum for a Gathering of PW in the Presbytery will be all registered PW attendees.
- Section 2 The quorum for the Coordinating Team shall be one-third of its members.
- Section 3 The quorum for the Coordinating Team Cabinet shall be three-fifths of its members.

## ARTICLE X – PARLIAMENTARY AUTHORITY

Robert's Rules of Order, Newly Revised, shall govern PW in all cases to which they are applicable and to which they are not inconsistent with these Bylaws and the Constitution of the PC (U.S.A.)