

Presbytery of Cayuga-Syracuse Theological and Operating Principles

Adopted Oct. 20, 2015
Amended Oct. 21, 2016;
May 20, 2017; Nov. 2017; May 2018

*I am the true vine and my Father is the vinegrower . . .
Abide in me as I abide in you.
Just as the branch cannot bear fruit by itself unless it abides in the vine,
neither can you unless you abide in me.
I am the vine, you are the branches.
Those who abide in me and I in them bear much fruit, because apart from me you can do
nothing. (John 15:1, 4-5 NRSV)*

In his departing words, our Lord Jesus Christ commanded his followers to fulfill the Great Commission as found in Matthew:19-20. “Go therefore and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, and teaching them to obey everything that I have commanded you. And remember, I am with you always, to the end of the age.”

We remember that Jesus is with us, directing us and guiding us as we strive to continue his work on earth.

We remember that we are part of the larger Church, to which we are called, established by God to be Christ’s hands and feet in the world.

We remember that Christ is the Head of the Church, and so we seek to follow his direction, using the gifts of the Spirit which we are so freely given, and fulfilling our vows to serve God’s people with energy, intelligence, imagination, and love.

We are a connectional Church. We are connected in relationship to God, to one another, and to the world. “We affirm that together as a representative body, the Presbytery of Cayuga-Syracuse, we have heard our Lord command and compel us all to carry out the Great Commission. We share a common mandate to cross streets and neighborhoods, cultures and continents to make disciples who reach levels of maturity capable of carrying out the will and purpose of Jesus Christ.” (*Quote from the Transition Team report, p. 9*)

As the blessed creation of God, branches on the vine rooted in Christ, united and empowered by the Holy Spirit, we seek to bear fruit for the kingdom of God, as we work together in order to fulfill the Great Commission as commanded by our Lord. Apart from him we can do nothing. Abiding in the vine, we claim the assurance that we will be faithful witnesses to the love of God through our service and ministry to others offered in Christ’s name and to the glory of God: Creator, Redeemer, and Friend.

The Presbytery's complete restructuring that began in 2012 was based upon principles that we believe shaped the adoption of a completely new Form of Government in the *Book of Order*, 2011-2013. In our opinion this meant making a radical shift from the 1960's redemptive language as evidenced in the Confession of 1967 in the *Book of Confessions* to an entirely new genesis as the Church in the 21st century. Included in this shift are the following affirmations:

1. While for decades we have added and expanded layers of rules and order, this new creation **shifts the focus** from rules and regulations to a permission giving grace.
2. While we have spent a great deal of time and energy legislating how, where and when we should be in connection with each other, this new creation **returns to the historical roots** of how we were Presbyterians together in the early days of our denomination and nation.
3. While many passions have become attached to many different aspects of our institutions that have grown up in our denomination and our presbytery over the decades, this new creation **trusts in "the dominion of providence** over the passions." (*John Witherspoon, May 1776*)
4. This new creation **changes the highest common denominator** from being rules and the lowest common denominator being relationships to just the opposite.
5. This new creation **depends on**
 - a. trust among ourselves
 - b. responsible behavior
 - c. encouraging fellowship
 - d. seeking communion
 - e. choosing to do mission and ministry together as the Church
 - f. being community
 - g. making effective use of the social media revolution

Presbytery of Cayuga-Syracuse Bylaws

Adopted Oct. 20, 2015
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May 2017; Nov. 2017; May 2018

Article I – Name

This organization is known as the Presbytery of Cayuga-Syracuse, incorporated on September 18, 1956 pursuant to Section 15 of the Religious Corporation Law of the State of New York, as filed in the county of Onondaga, State of New York, on October 9, 1956. It is the successor corporation to the former Presbytery of Cayuga and the former Presbytery of Syracuse. The Presbytery is organically a part of the Presbyterian Church (U.S.A.), whose corporate offices are in Louisville, Kentucky, and the Synod of the Northeast (or successor organization), whose corporate offices are in Syracuse, New York.

Article II – Relationships

Presbyterian congregations (PCUSA, or Federated, or United) agree to be part of a Presbytery together.

PCUSA Presbyterians share a common theology with other Protestant Churches (ELCA Lutherans, UMC Methodists, UCC Congregationalists, RCA Reformed Churches), or established by By-Laws and Articles of Agreement with ABC Baptist, DC Disciples, and PECUSA Episcopal congregations. What unites Cayuga-Syracuse as a Presbytery is our faith in the Triune God, trust (hope) in one another, and shared desire for connection (love) in communion, mission, worship, fellowship and accountability. While differing interpretations and cultures are present in each congregation's identity, what affects any one congregation affects the whole Presbytery; the mission, preaching, ministry and sacraments of each, are indicative of the whole of the Presbytery. Therefore, the many congregations are not alone or in competition with one another, but sharing strengths and weaknesses, concerns and opportunities for building up the body of Christ together. Together we are the Presbytery, we are one Vine with many branches. The Presbytery, so conceived, emphasizes the relationship of communion and shared ministry between representatives of congregations, and between ministers, rather than as a corporate and administrative institution.

The Presbytery of Cayuga-Syracuse as defined by the Form of Government is a “council” of the Presbyterian Church. It is composed of the 39 worshiping communities (38 congregations plus Isaiah’s Table) within the New York counties of Cayuga, Onondaga, Madison, and Oswego.

Article III – Members

Members of the Presbytery are all of the minister members of this Presbytery, regardless of

denomination of ordination, Commissioned Lay Pastors appointed to serve any of our congregations, and elder commissioners of the Session/Councils of the congregations of the Presbytery and of Isaiah's Table.

Responsibility of Voice without Vote shall be granted to all Certified personnel validated by the Presbytery (Commissioned Lay Pastors, Certified Christian Educators, Certified Business Administrators), who are not currently employed by a church; whereas responsibility of Voice with Vote shall be granted to all Certified personnel as validated by Presbytery who are currently employed by the churches of this Presbytery.

Corresponding Membership (voice without vote) shall be granted to all members of other PC(USA) councils, to ordained ministers/priests of other religions and Christian denominations, and to others as the Presbytery shall determine.

Parity of ministers/elder imbalance shall be established in part by granting all elected installed members of the Leadership Team responsibility of Voice and Vote.

Article IV – Officers

The Officers of the Presbytery shall be: Moderator of Presbytery, Vice Moderator of Presbytery, Chair of Leadership Team, Vice Chair of Leadership Team, Stated Clerk, and Treasurer, elected with parity (fair representation) between ministers and elders.

Article V – Meetings

Regular Stated meetings shall be held in accordance with G-3.0105 and G-3.0301. There shall be four (4) regular Stated meetings a year (February, May, August, and November) as directed under G-3.0304. The Annual Meeting shall be in May.

The Moderator of the Presbytery shall call a special meeting at the request, or with the concurrence, of two ministers and two elders, being from different churches. The Presbytery also shall meet at the direction of the Synod (G-3.0304)

The quorum for any regular (stated) or special (called) meeting of the Presbytery shall be a minimum of five ministers who are members of the Presbytery, and five elders, from five different congregations.

Article VI – Trustees

The Leadership Team of the Presbytery is what has at various times been described as “The Council, The General Council, The Executive Committee, etc.” The Leadership Team shall consist of 15 individuals, each of whom shall be a member of one of our churches or of the Presbytery, and who shall be elected for a three (3) year term without possibility for immediate

renewal with the exception that under extenuating circumstances, should Presbytery deem it necessary or prudent, Presbytery may vote to extend the term of an officer for up to one additional year. In addition, one member, between the ages of 16 and 21 inclusive, shall be elected by the Leadership Team, upon nomination by the appropriate Work Group, to serve for a period of one (1) year. Following the example of the particular churches, the Leadership Team shall serve as “session” and “trustees” of Presbytery. The Leadership Team members are therefore elected to serve with all responsibility as The Trustees of the Presbytery. Only such members who are of the age of majority as defined by the State of New York may vote on corporate matters as a Trustee. In all other business before the Leadership Team, they serve as full members.

The Presbytery Moderator, Vice Moderator, Stated Clerk, and Treasurer shall be ex officio members of the Leadership Team, with Voice and without Vote.

Article VII – Standing Committees and Work Groups

There are some committees and commissions that are constitutionally required of presbyteries by the *Book of Order*. Those are:

- a. Committee on Representation – G-3.0103
- b. Records Review Committee (although this name is not specified) – G-3.0108a
- c. Permanent Judicial Commission – G-3.0109a
- d. Nominating Committee – G-3.0111
- e. Committee on Ministry (although this name is not specified) – G-2.05 and G-3.0307
- f. Committee on Preparation for Ministry (although this name is not specified) – G-2.06 and G-3.0307

Other than these, G-3.0109 simply says that “Councils may designate by their own rule such committees and commissions as they deem necessary and helpful for the accomplishment of the mission of the church...”

Responsibilities of the Leadership Team shall include all functions of: preparation of ministers candidates; examination of minister candidates; calling of pastors; validation of ministries as outlined in G-3.0306; pastoral care for ministers, commissioned lay pastors, and certified Christian Educators as outlined in G-3.0307; CRE Dean; moderators for sessions; keeping of Presbytery records; review and action on overtures; review of session minutes; finance; property legal actions; leadership development; and support of sessions and congregations (G-3.0303).

The Leadership Team has responsibility for establishing and supervising standing committees and work groups to carry out the above functions. The Leadership Team is also responsible to appoint Administrative Commissions, Investigating Committees, and ad hoc committees or work groups as needed, each to be dissolved upon completion of their charge or with the re-constitution of the Leadership Team. Said ad hoc committees or work groups may be reconstituted at the discretion of the Leadership Team.

Based upon the above, the following shall be standing work groups and committees of the Leadership Team:

1. Ministry Work Group

2. Preparation for Ministry Work Group
3. Records and Overtures Work Group
4. Committee on Representation

In addition, the following are so integral to the life and ministry of the Presbytery that they shall be standing work groups of the Leadership Team:

5. Finance and Property Work Group
6. Human Resources Work Group

A Nominating Committee shall be a standing committee of the Presbytery. The Nominating Committee shall consist of nine persons: the five members of Leadership Team, who have just finished their three-year term, to then serve a one-year term on Nominating Committee; three at-large members; and one member to serve as the chair of the committee. The chair and the three at-large members shall be nominated and elected by the Presbytery, ordinarily through the Nominating Committee and ordinarily at the Presbytery's Annual Meeting. The chair shall serve without vote unless in the case of a tie. The Nominating Committee shall consist of no more than five ministers. No person shall hold office for more than a one-year term, without a one year interval.

The Presbytery shall elect a Permanent Judicial Commission consisting of seven (7) members, divided as evenly as possible between ministers and elders. It shall meet and elect from its members a moderator and a clerk (D-5.0201). Members of this commission shall serve six-year terms according to D-5.0102.

Article VIII – Parliamentary Authority

The Presbytery shall be guided by the most current edition of the *Book of Order*, Part II of the Constitution of the Presbyterian Church (U.S.A.), as its primary parliamentary authority. When parliamentary questions arise that are not addressed in the *Book of Order*, the Presbytery shall be guided by the most current edition of *Robert's Rules of Order, Newly Revised (RONR)*.

Article IX – Amendment of Bylaws

These bylaws may be amended at any Stated meeting by two-thirds vote of members present and voting, provided that notice of the proposed amendment(s) has been previously submitted to the Presbytery Leadership Team for its consideration. Presbytery Leadership Team shall transmit the proposed amendment(s) to members of Presbytery along with the docket, which is distributed ten days in advance.

Presbytery of Cayuga-Syracuse Standing Rules

Adopted – Oct. 20, 2015
Amended – Oct. 20, 2015 (7.0505)
Amended in several places – October 18, 2016
May 2017; Nov. 2017

SR 1 – Definitions

- 1.01 The Presbytery is that body of the Church comprised of all of the Presbyterian (United or Federated) congregations (as represented by particular elders), all ministers and Certified personnel, within a geographic area; accountable to both the particular churches, the Synod and the General Assembly.
- 1.02 Commissioned Lay Pastors (CLPs) are elders who are “commissioned to limited pastoral service as assigned by the presbytery,” as prescribed in G-2.10 in the *Book of Order*.

SR 2 – Officers and Staff of Presbytery and Leadership Team

- 2.01 Officers shall be those defined in Article IV of the Bylaws.
- 2.02 All officers shall be elected according to G-3.0111; election to occur at the February meeting of Presbytery; installation to occur at the following May Presbytery; with the intervening months to be a time of transition and training.
- 2.03 The Moderator of Presbytery shall be elected for a two (2) year term, without renewal and shall have authority and responsibilities according to G-3.0104; shall be a member of the Leadership Team without Vote; and shall have responsibility to speak on behalf of the Presbytery.
- 2.04 The Vice Moderator of Presbytery shall be elected for a two (2) year term, without renewal, concurrent with the Moderator of Presbytery. In the absence or at the request of the Moderator of Presbytery, the Vice Moderator may discharge any or all of the functions of the Moderator.
- 2.05 The Chair of the Leadership Team shall be elected for a three (3) year term, without renewal, and shall have authority necessary for preserving order and for conducting efficiently the business of the Leadership Team.
- 2.06 The Vice Chair of the Leadership Team shall be elected for a three (3) year term, without renewal, concurrent with the Chair. In the absence or at the request of the Chair of the Leadership Team, the Vice-Chair may carry-out any or all of the functions of the Chair of the Leadership Team.

- 2.07 The Stated Clerk shall be employed full-time (exempt) and elected for a five (5) year term; having the responsibilities outlined in G-3.0104; as well as serving as Communicator, creating, updating and posting to the Presbytery's Website and/or future means of communications, accountable to the Leadership Team and Presbytery. The Stated Clerk shall serve as parliamentarian and communicator within the Presbytery and to other Councils. In case of an absence of the Stated Clerk, the Stated Clerk may appoint a minister or elder within the Presbytery to serve as Acting Clerk. The Stated Clerk is directly accountable to the Leadership Team through the Chairperson of the Leadership Team.
- 2.08 The Treasurer shall be elected for a three (3) year term and shall have the responsibility for all monies collected and distributed by the Presbytery as defined by the Manual of Operations.
- 2.09 The Bookkeeper shall continue to be shared with neighboring Presbyteries according to the existing contract.
- 2.10 The CLP Dean is as defined by the CLP Manual.

SR 3 – Meetings of the Presbytery

- 3.01 Stated meetings of the Presbytery are specified in Article V of the Bylaws.
- 3.02 Special meetings of the Presbytery are called in accordance with Article V of the Bylaws. Should the Moderator be unable to act, the Stated Clerk shall, under the same conditions, issue the call. If both the moderator and stated clerk are unable to act, any three ministers and three elders, being from different churches, may call a special meeting.
- 3.03 Notice of a special meeting shall be sent not less than ten days in advance to each minister, to elders with vote at meetings, and to the sessions of every church. The notice shall set out the purpose of the meeting, provide any needed information to prayerfully be prepared to discuss and vote on the issues presented. No other business than that listed in the notice shall be transacted.

SR 4 – Electronic meetings and votes

- 4.01 Meetings of the Leadership Team, Work Groups, Committees, and Commissions may be conducted by electronic means, providing there is opportunity for simultaneous aural communication and the usual standards for providing notice of the meeting are followed. Consensus reached through the exchange of information by email (or other electronic means) shall be considered advisory until the next regular meeting of the group, when it shall be confirmed or rejected by vote. Other provisions for electronic (virtual) meetings and votes shall be governed by applicable laws and regulations of the State of New York.

SR 5 – Commissioned Lay Pastor Program

- 5.01 The Presbytery shall have and maintain a Commissioned Lay Pastor Manual.
- 5.02 The CLP program shall be directed by a Dean, as described in the above-mentioned Manual.

SR 6 – Preparation for Ministry and Examination of Candidates

- 6.01 As set forth in G-2.06 the Presbytery, through the Leadership Team, has responsibility for the covenant relationship with those preparing to become ministers, their Sessions and congregations.
- 6.02 Examination of Candidates for Ordination ordinarily shall be done by the Presbytery at a regular Presbytery meeting.
- 6.03 The Preparation for Ministry Work Group is a standing work group of the Leadership Team as defined in Article VII of the Bylaws, and shall be responsible for overseeing the above tasks.

SR 7 – Calling, Validating Ministries, Moderators of Session

- 7.01 As set forth in G-3.0303, the Leadership Team has specific authority and responsibilities (G-3.0303*a* through *f*) for relationship with ministers and sessions. The Leadership Team shall have authority for fulfilling these functions and/or delegating these responsibilities to an ad hoc group as needed, reporting these actions to the Presbytery in a timely manner.
- 7.02 Routine business normally approved by the Leadership Team in this area includes:
 - 7.0201 Appointing Moderators for Churches without an Installed Pastor
 - 7.0202 Approving and Presenting Calls for Ministry
 - 7.0203 Transferring Membership of ministers to other Presbyteries and between Denominations
 - 7.0204 Dissolving Pastoral Relationships in cases where pastor and congregation concur
 - 7.0205 Granting Permission to Labor outside the geographic Bounds of the Presbytery
 - 7.0206 Granting Validation of Ministries outside the Parish
 - 7.0207 Approving Ministerial and Certified Personnel Compensations and Benefits,
- 7.03 The Leadership Team will provide for:
 - 7.0301 Encouraging ministers to engage in Continuing Education
 - 7.0302 Encouraging Sessions to support the Certification processes for other-than ministers
 - 7.0304 Encouraging all ministers and congregations to participate in the Benefits Plan of

- the PCUSA
 - 7.0305 Ministering to widows of ministers
 - 7.0306 Administer the Presbytery's Salary Supplement Fund
 - 7.0307 Assist and Counsel Retired ministers regarding necessary changes due to Retirement.
- 7.04 Business needing to be brought before the Presbytery for action includes annually establishing Minimum Terms of Call and Salaries for ministers and Certified Persons (G-3.0303c)
- 7.05 Business needing to be delegated through the Ministry Work Group includes:
- 7.0501 Developing Strategy for the Mission of each Church within the Presbytery (G-3.0303a)
 - 7.0502 Controlling location of congregations, congregations desiring to move, divide, dissolve or be dismissed (G-3.0303b)
 - 7.0503 Counseling Sessions concerning reported difficulties within a congregation (G-3.0303d)
 - 7.0504 Assuming original jurisdiction when a Session cannot exercise its authority (G-3.0303e)
 - 7.0505 In cooperation with the congregation and those exercising the Trustee function within the Leadership Team acting upon requests for permission regarding property (G-3.0303f) Whenever a member congregation of the Presbytery requests permission to sell or otherwise encumber property entrusted to them, that congregation shall specify the disposition of any funds realized from the sale. This specification shall be based on the Great Ends of the Church (F-1.0304).
 - 7.0506 Guiding Sessions/Councils through the Pastoral Search Process
 - 7.0507 Guiding Congregations through Discernment of Transitions
 - 7.0508 Guiding Sessions in conversations with other Denominations
 - 7.0509 Any Question of Ministerial Misconduct
 - 7.0510 Guiding Congregations through training of Commissioned Lay Pastors, Educators, Business Administrators.
 - 7.0511 Annually, the Leadership Team shall appoint opportunities for the Sessions of local churches to have their Minutes and Rolls reviewed.
- 7.06 No pastoral relationship may be established, changed or dissolved without the approval of the Presbytery (G-2.0502). The Presbytery shall review annually the work of all ministers engaged in validated ministries outside the congregation. Initiation of Annual Validation Reporting shall be the responsibility of the minister seeking validation (G-2.0508) and shall occur prior to the Fall meeting of Presbytery each year.
- 7.07 Response Coordination Team and Conflict Resolution Team shall continue as previously created by the Leadership Team (and its predecessor Council).
- 7.08 The Ministry Work Group is a standing work group of the Leadership Team as defined in Article VII of the Bylaws, and shall be responsible for overseeing the above tasks.

SR 8 – Finance and Property

- 8.01 As set forth in G-3.0113, the Leadership Team shall be led by a member knowledgeable in finance to prepare, adopt, report and review on a budget in the following way:
- 8.0101 The Leadership Team shall receive budgetary requests from all Standing and Ad Hoc committees and work groups.
 - 8.0102 The Leadership Team shall enter into dialogue with a representative from each group requesting funds.
 - 8.0103 The Leadership Team shall prepare a unified budget for the following year, based on stated priorities of the Presbytery and available financial resources.
 - 8.0104 In presenting the budget, the Leadership Team shall communicate to the Presbytery all requests for funding, along with its recommendation concerning the advisability of approving each request and the amount and timing of funding if approved.
 - 8.0105 Following the presentation of the annual budget by the Leadership Team, and a full opportunity to discuss the budget, the Presbytery shall be responsible to approve the final budget.
 - 8.0106 Realizing that needs emerge throughout the year in unexpected areas or ways, a certain amount of budgetary flexibility is required to address changes that might be needed. Therefore, the Leadership Team may make changes it deems necessary within the constraints of the overall budget total approved by the Presbytery for the budget. If proposed changes exceed the budget total that was approved, those changes may only be made by approval of the Presbytery itself.
- 8.02 The Leadership Team shall submit financial reports and per capita and mission giving reports quarterly to every local Church and Minister/CLP/CE/BA.
- 8.03 The Leadership Team shall have a full financial review as delineated in G-3.0113.
- 8.04 As set forth in G-4.01, the Leadership Team, serving as Trustees of the Presbytery, has specific authority and responsibilities as delineated in G-4.0101 and G-4.02. The Leadership Team shall be led by a member knowledgeable in Finance and by the Treasurer of the Presbytery to carry out these responsibilities in the following way:
- 8.0401 The Treasurer of Presbytery shall be the Treasurer of the Leadership Team ex-officio, without vote.
 - 8.0402 The Leadership Team shall administer the Presbytery's Investments.
 - 8.0403 The Leadership Team shall have full authority and discretion to endorse funding applications to GA & Synod, etc.
 - 8.0404 The Leadership Team shall have charge over all legal matters of the Presbytery, funded as needed by the Investments.
 - 8.0405 The Leadership Team shall provide appropriate liability insurance coverage for the Presbytery, its officers, and its staff.
- 8.05 Rather than the Institution of a Presbytery collecting and distributing funds to enable struggling congregations, individual congregations shall be encouraged to partner in

support of growing and resurrecting healthy congregations.

- 8.06 The Finance and Property Work Group is a standing work group of the Leadership Team as defined in Article VII of the Bylaws, and shall fulfill the responsibilities outlined above.

SR 9 – Human Resources/Personnel

- 9.01 Review and assess staffing needs to prepare information for the budget.
- 9.02 Provide for helpful supervision and update policies
- 9.03 Conduct an annual performance review of the Stated Clerk/Communicator and report the results to the Leadership Team.
- 9.04 The Human Resources Work Group is a standing work group of the Leadership Team as defined in Article VII of the Bylaws, and shall be responsible for overseeing the above tasks.

SR 10 – Record Keeping, Overtures, Minutes Review

- 10.01 Annually, the Leadership Team shall appoint opportunities for the Sessions of local churches to have their Minutes and Rolls reviewed.
- 10.02 In preparation for the first meeting of the Calendar year in alternate years, the Stated Clerk/ Communicator shall make available to every local Church, Minister, Commissioned Lay Pastor meeting, for action of ratification by the Presbytery.
- 10.03 The Records and Overtures Work Group is a standing work group of the Leadership Team as defined in Article VII of the Bylaws, and shall be responsible for overseeing the above tasks.

SR 11 – Committee on Representation

- 11.01 The Committee on Representation shall consist of at least two (2) members of the Leadership Team and at least one (1) at-large member of the Presbytery, appointed annually.
- 11.02 This committee shall fulfill the functions as defined in G-3.0103

SR 12 – Nominating Committee

- 12.01 In addition to the election of officers as described in SR 2.02, the Nominating Committee shall present all nominations to the Presbytery at its annual meeting in May. All terms normally shall begin on June 1 each year. The nominations shall include:
 - 12.0101 Members of the Permanent Judicial Commission, except as otherwise

- 12.0102 provided in the standing rules
 - 12.0102 Members of the Leadership Team
 - 12.0103 Representatives to Synod Nominating Committee
 - 12.0104 Representatives to inter-presbytery, inter-denominational agencies.
 - 12.0105 Ministers and elder commissioners, alternates, to the next General Assembly
 - 12.0106 Ministers and elder commissioners, alternates, to the Synod Assembly of the Synod of the Northeast, and a commissioner to the Synod Mission and Ministry Commission, according to the policies of the Synod.
 - 12.0107 Young Adult Advisory Delegates to the General Assembly, the Synod Assembly, and the Synod Mission and Ministry Commission, according to the policies of each of those councils.
 - 12.0108 Representatives to the Vanderkamp Board
- 12.02 Vacancies
- 12.0201 If a vacancy is to be filled on a work group or committee of the Leadership Team or the Presbytery, the Leadership Team has the authority to fill that vacancy for the remainder of that year without the vote of Presbytery.
 - 12.0202 If a vacancy is to be filled on the Leadership Team or an officer, the matter shall be brought before a regular stated meeting of Presbytery, or a special meeting of the Presbytery shall be called.

SR 13 – Permanent Judicial Commission

- 13.01 Members of the Permanent Judicial Commission shall be elected according to the provisions of Article VII of the Bylaws.
- 13.02 This Commission shall have powers and responsibilities and shall conduct its proceedings as prescribed by the *Book of Order*.

SR 14 – Additional Work Groups

- 14.01 The Leadership Team may establish ad hoc and other work groups as needed.
- 14.02 Leadership Development Work Group
 - 14.0201 Taking advantage of ever-developing forms of communication, the Presbytery shall take advantage of webinars, discussion groups and distance learning opportunities.
 - 14.0202 The Presbytery personnel (all ministers, elders, CLPs, Cert. C.E.s, Cert B.A.s) are encouraged to gather in small groups for book discussion, sharing leadership skills, sharing common interests and concerns.
 - 14.0203 The ministers and elders and all Certified Personnel are strongly encouraged to meet together at least annually for debate of issues of contemporary concern to the church in joint assembly or separately.

- 14.0204 Any member of Presbytery may invite others to join in these learning opportunities and/or debates. All shall be provided with expectation of transparency and openness, accessibility and emphasis on ministry and witness.
- 14.0205 In the absence of others creating Leadership Development opportunities, the Leadership Team shall make recommendations to the body of the Presbytery.
- 14.03 Camping Ministry Work Group
 - 14.0301 Review and assess Presbytery’s involvement in camping ministry.
 - 14.0302 Work closely with the staff and programs of Vanderkamp.
- 14.04 Presbyterian Youth Connection Work Group
 - 14.0401 Call young people to be disciples of Jesus Christ.
 - 14.0402 Respond to the needs and the interests of young people.
 - 14.0403 Provide opportunities for youth and adults to work together in partnership.
 - 14.0404 Connect youth to the whole Church, community, and the world.
 - 14.0405 Include all young people, reaching out and inviting them to belong to the community of faith.

SR 15 – Policies and Addenda

- 15.01 As required by G-3.0106 of the *Book of Order*, the Presbytery shall develop and maintain a Manual of Administrative Operations “that will specify the form and guide the work of mission in that council.”
- 15.02 The following former polices shall be used for background and understanding, but shall no longer be BINDING. (*Note: As these are policies that were adopted prior to the revision of the Form of Government in the Book of Order, any constitutional citations below are no longer correct.*)
 - 15.0201 STANDING RULES as amended 22 January 2011
 - 15.0202 BOARD OF TRUSTEES Manual of Administrative Operation – Replaced by G-6.050
 - 15.0203 BOARD OF TRUSTEES Preparation of the Presbytery Mission and Operating Budget – G-6.052
 - 15.0204 BOARD OF TRUSTEES Investment Policy Guidelines covered by GA, Audit covered by G-6.053
 - 15.0205 BOARD OF TRUSTEES Endowment Fund Policy – G.6.054c
 - 15.0206 BOARD OF TRUSTEES Per Capita Policy
 - 15.0207 BOARD OF TRUSTEES Mileage Reimbursement Policy – Redundant with IRS & Clergy Minimums
 - 15.0208 BOARD OF TRUSTEES Policy for the Utilization of Non-Budgeted Resources (Church Closure handled case by case according to Administrative Commission Actions)
 - 15.0209 BOARD OF TRUSTEES Offerings at Ordination & Installation Services – Decided by Admin Commission.

- 15.0210 BOARD OF TRUSTEES Congregational Vitality Fund – Merge into General Endowment
 - 15.0211 BOARD OF TRUSTEES Policy on Manse Sale – FOG & Administrative Commission
 - 15.0212 BOARD OF TRUSTEES Honorarium Policy – No Longer Needed
 - 15.0213 BOARD OF TRUSTEES Process for Reviewing Grant Applications – No Longer Needed
 - 15.0214 BOARD OF TRUSTEES Mission & Ministry Team Manual – No Longer Needed
- 15.03 The following former policies shall be changed:
- 15.0301 BOARD OF TRUSTEES Presbytery Funds Restricted By Presbytery Action. There is confusion of funds here.
- 15.04 The following Funds shall be merged into General Endowment:
- 15.0401 New Initiatives Funds
 - 15.0402 New Church development/Redevelopment Fund
 - 15.0403 Church Building Loan Fund
 - 15.0404 Endowment Fund
 - 15.0405 Judicial Disciplinary Fund
 - 15.0406 Salary Supplement Fund
 - 15.0407 Executive's Discretionary Fund.
- 15.05 While the following funds shall be Designated Funds as defined by the IRS for a Designated Purpose and Regularly to be applied to an anticipated expenditure, as administered by the Leadership Team:
- 15.0501 Special Offerings & Denominational Offerings: Peacemaking, Christmas Joy, Lent, OGHS
 - 15.0502 Seminary Fund
 - 15.0503 Operating Fund
 - 15.0504 Benevolent Care Grant Fund
 - 15.0505 Care Fund
 - 15.0506 Fay Giddings Funds
 - 15.0507 Student Training and Grants
 - 15.0508 Youth Triennium
 - 15.0509 Camperships
- 15.06 However, the following changes shall be implemented:
- 15.0601 Fay Giddings Fund can be granted a Maximum of Three times per person.
 - 15.0602 Vanderkamp is to be considered a separate Foundation. While Campership (scholarships) may be granted each year, funding of the Camp shall be done independently by the Camp Foundation Board
- 15.07 The Following Policies shall be Retained
- 15.0701 COM Continuing Membership & Validation of Ministry (However, “Process for Validation & Review” is deleted as Replaced by G-6.041)

- 15.0702 COM Procedure for Receiving Minister Members
 - 15.0703 COM Policy for Installations & Ordinations
 - 15.0704 COM Procedure for Dismissing Minister Members
 - 15.0705 COM Termination Policy
 - 15.0706 COM Ministerial Guidelines for Leaving A Parish
 - 15.0707 COM Policy Statement & Procedures on Ministerial Misconduct
 - 15.0708 COM Ministerial Background Investigation Consent
 - 15.0709 COM Commissioned Lay Pastor Manual
- 15.08 The following Policies shall be invalidated but retained for historic reference:
- 15.0801 COM Study Leave Guidelines
 - 15.0802 COM Family Leave Policy
 - 15.0803 COM Sabbatical leave Policy & Guidelines
 - 15.0804 COM Candidate Indebtedness Policy
 - 15.0805 COM Board of Pensions Liaison
- 15.09 The following Policies shall be invalidated but retained for historic reference:
- 15.0901 PERSONNEL Job Description for Transitional Presbyter after 2012
 - 15.0902 PERSONNEL Personnel Policies & Practices – To be Replaced by Single Employee Job Description
 - 15.0903 PERSONNEL Employment of Temp, Non-Exempt Part-Time
 - 15.0904 PERSONNEL Position Description: Administrative & Technical Assistant
 - 15.0905 SELF-DEVELOPMENT OF PEOPLE Domestic Application
- 15.10 PERSONNEL Position description: Stated Clerk is replaced by G-4.030

SR 16 – Amending and/or suspending the Standing Rules

- 16.01 These Standing Rules, insofar as they are not part of the Constitution of the Presbyterian Church (U.S.A.) or the Bylaws of the Presbytery of Cayuga-Syracuse, may be suspended at any particular meeting (although not for future meetings) of the Presbytery by a majority vote of the members present and voting.
- 16.02 Standing Rules may be amended by a majority vote of the Presbytery at any properly called meeting.