

## COMPOSITION AND DUTIES OF THE COMMITTEES OF THE SESSION

The Committees of the Session are charged by the Session to implement the particular phases of the church's local program. Chairs are appointed in January of each year to oversee this work. Session may appoint Co-Chairs of Committees, if in the judgement of Session the circumstances of the work or the congregation require Co-Chairs. Hereafter when the term "chairperson" is used it shall be assumed to include any Co-Chair. They Committees shall be governed by the following regulations:

1. The Session shall determine the number of standing committees and define their tasks.
2. The chairperson of each committee shall be an active elder appointed by the Session for one year and may be re-appointed to the position, but may not exceed three (63) years.
3. The members of each committee shall may be appointed recruited from among the active members, or friends, of the congregation ~~for one year and may be re-appointed.~~
4. The pastor, is an ex-officio member of every committee, but is without vote (except for the Worship Committee), where the pastor is a voting member. The pastor may attend meetings of the committees at his or her own discretion, or at the request of the committee or its chairperson.
5. The committees shall develop plans or programs to achieve their job description and report same to the session for approval before implementation of major changes or of special projects.
6. Each committee shall assume responsibility for the implementation of the Mission Statement and the goals and objectives of the church within the area of its job description.
7. Each committee shall have regularly stated meetings.
8. Each committee chairperson shall be responsible for notifying the committee members of the time, place and purpose of the meeting. The church office shall be notified of these meetings and shall announce committee meetings in the bulletin and monthly newsletter.
9. Each committee shall make regular reports to Session.
10. Each committee shall manage their assigned portion of the church budget. The chair shall be the only person authorized to sign vouchers for the committee.

11. Each committee shall keep adequate and accurate records.
12. Each committee ~~shall have authority to~~ may co-opt persons from the congregation to assist with particular programs or projects as needed. ~~Co-opted members are not voting members, but are recruited to share their expertise with the committee.~~
13. ~~No~~ Session shall make every effort to avoid an active Elder ~~shall~~ serveing as chair on more than one standing committee. To give more members an opportunity to serve, no church member ~~shall~~ should serve on more than two (2) standing committees.