

WESTMINSTER PRESBYTERIAN CHURCH

1904 Mount Vernon Street

Waynesboro, Virginia 22980

Officer/Trustee Nomination Policy

December 2001

ELECTION AND REGISTRATION OF TRUSTEES

Westminster Presbyterian Church shall have three trustees, each of whom shall serve a three-year term, with one elected by the congregation each year at the same time and in the same manner that elders are elected.

The three trustees shall annually elect a chair from their number.

The name of the newly elected trustee shall be registered annually with the clerk of the Circuit Court as required by law.

Adopted February 7, 1993

GUIDE FOR OFFICER/TRUSTEE NOMINATING COMMITTEE

The congregation entrusts to the Nominating Committee the task of recommending for nomination elders and trustees for our church.

According to the Book of Order, at least two members of this committee shall be elders designated by the session, one of whom shall be currently serving on the session and who shall serve as moderator of the committee. Other members of the committee (past experience has shown that three work well), in sufficient number to constitute a majority thereof (exclusive of the Pastor), shall be chosen by the congregation, none of whom may be in active service on the session. The pastor shall be a member of this committee, serving ex-officio and without a vote. A quorum of the committee will be a simple majority and must include the moderator or vice-moderator.

The Nominating Committee shall be chosen annually to serve from January 1 through December 31, and no member of the committee shall serve more than three years consecutively. The session members shall be appointed at the July session meeting. They, in consultation with the pastor, shall select persons for nomination to the Nominating Committee according to the Book of Order. Candidates for the Nominating Committee shall be presented for election at a Congregational Meeting as soon thereafter as possible.

Soon after its selection, the committee should have an organizational meeting, where the pastor or other person should give instructions regarding duties and qualifications of officers as described in Scripture and the Book of Order. Before considering persons for the office, prayerful thought should be given to:

- I. The nature of the office of Elder
 - A. Scripture (I Timothy 3:1-13; 5:17-22; Titus 1:5-9; Acts 6:3)
 - B. Book of Order

- II. Qualifications for Elder
 - A. Commitment to Christ
 - B. Experience in life of our church
 - C. Sound in faith and judgement

September/Early October: Hold Congregational Meeting to elect officers (need to allow time to have officer training after election and prior to examination by session at Nov/Dec meeting. Ordination/installation should be in December or early January so officers can take office by January 1 or by January session meeting at latest.)

V. Summary:

- A. Canvass congregation through newsletter and return form in bulletin
- B. Maintain confidentiality
- C. Contact each person by personal visit for permission to place name in nomination.
- D. Recommend only persons who have been active in our church throughout past year.
- E. Recommend only those persons who give systematically each year.
- F. Endeavor to recommend group representative of congregation (age, sex, etc.)

Adopted June 16, 1992

Revised May 26, 1998