

## #1.2

### RULING ELDERS AND SESSION

**PURPOSE:** To clarify the responsibilities of Ruling (active) Elders who are elected to Session at Chapel by the Sea.

**OVERVIEW:** Ruling Elders are called by God to ministry in partnership with teaching elders. Within this calling, ruling elders have responsibilities in several areas of the life of the church including exercise in leadership, governance, spiritual discernment, and discipline. The session is responsible for, among other things, the administration of the church and its mission. Having a quorum of Ruling Elders present at Session meetings is essential to the orderly function of the Session, since without a quorum no official business can be conducted.

**POLICY:** All Ruling Elders are expected to attend and participate in all meetings of the Session and attend and participate in the Session Committees to which they are assigned. Repeated unexcused absences from Session meeting may be considered a resignation from Session and the Session may act upon this resignation as appropriate.

#### PROCEDURES:

1. If a Ruling Elder is unable to attend a regular or special meeting of Session, he or she shall notify the Moderator of Session, or the Clerk of Session (as may be appropriate), at least 24 hours in advance of the meeting and request to be excused.
2. Except in cases of sudden illness or emergency, failure to request to be excused by the Moderator or Clerk shall result in an **unexcused absence**. Two unexcused absences in any calendar year will initiate a pastoral call by a Ruling Elder and the Clerk of Session to: (a) review with the absent Ruling Elder these procedures; (b) inquire into the circumstances surrounding the absences; (c) offer assistance; and (d) determine the absent Ruling Elder's continuing commitment to serve on Session.
3. Thereafter, should the Ruling Elder have an additional unexcused absence in that calendar year, or two or more unexcused absences in any following calendar year, at the discretion of Session this shall be considered a resignation from Session and the Session may act upon this resignation as appropriate.
4. If the Session takes such action it shall inform the Nominating Committee of the resignation.