

# Rolls and Registers

## ROLLS

### **Membership Roll** (G-3.0204a)

There shall be rolls of baptized, active, and affiliate members in accordance with G-1.0401, G-1.0402 and G-1.0403. The session shall delete names from the roll of the congregation upon the member's death, admission to membership in another congregation or presbytery, or renunciation of jurisdiction. The session may delete names from the roll of the congregation when a member so requests, or has moved or otherwise ceased to participate actively in the work and worship of the congregation for a period of two years. The session shall seek to restore members to active participation and shall provide written notice before deleting names due to member inactivity.

### **Baptized Members** (G-1.0401)

A baptized member is a person who has received the Sacrament of Baptism, whether in this congregation or elsewhere, and who has been enrolled as a baptized member by the session but who has not made a profession of faith in Jesus Christ as Lord and Savior. Such baptized members receive the pastoral care and instruction of the church, and may participate in the Sacrament of the Lord's Supper.

### **Active Members** (G-1.0402)

An active member is a person who has made a profession of faith in Christ, has been baptized, has been received into membership of the church, has voluntarily submitted to the government of this church, and participates in the church's work and worship. In addition, active members participate in the governance of the church and may be elected in ordered ministry (see G-2.0102). Active members shall regularly, after prayerful consideration, recommit themselves to the disciplines and responsibilities of membership outlined in G-1.0304. The session shall have responsibility for preparing those who would become active members of the congregation.

### **Affiliate Members** (G-1.0403)

An affiliate member is a member of another congregation of this denomination or of another denomination or Christian body, who has temporarily moved from the community where the congregation of membership is situated, has presented a certificate of good standing from the appropriate council or governing body of that congregation, and has been received by the session as an affiliate member. An affiliate member may participate in the life of the congregation in the same manner as an active member except that an affiliate member may not vote in congregational meetings or be elected to ordered ministry or other office in the congregation.

## REGISTERS

### **Registers (G-3.0204b)**

There shall be registers of baptisms authorized by the session, of ruling elders and deacons, of installed pastors with dates of service, and such other registers as the session may deem necessary.

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The session determines the specific information to keep in the registers. The following are suggestions.

### **Baptisms authorized by the session**

- Full name (include maiden name, if applicable)
- Parent(s) name (if infant/child)
- Date and place of birth of baptized
- Date and place of baptism of baptized
- Administering pastor
- Record of removals (for confirmation, transfer, death; include date)

### **Ruling Elders and Deacons**

- Full name (include maiden name, if applicable)
- Name and location of congregation in which the person was ordained
- Date of ordination
- Terms of active service
- Record of removals

### **Installed Pastors (i.e., pastors, co-pastors, associate pastors) with dates of service**

- Full name (include maiden name, if applicable)
- Ordination date
- Installation date, if applicable
- Dates of service

Although the *Book of Order* does not require it, it is a good idea to include the names and service dates of teaching elders serving the congregation in temporary positions (e.g., stated supplies, interims) and ruling elders commissioned to pastoral service with the congregation.

### **Other registers as the session may deem necessary**

If the session decides to keep other registers, include information that helps place the person(s) and/or event in the history of the church (e.g., full name, date, person presiding).