

Proposed By-Laws Amendments

Proposal

The Vestry proposes the following amendments to the Parish By-Laws for consideration at the February 8, 2026, Annual Meeting.

- Sections 202 (Notice of Annual Meeting) and 204 (Special Meetings): The Vestry proposes to allow that notice be given in the announcements to conform to current practice.
- Section 204 (Presiding Officer and Secretary):
 - The Vestry proposes deleting the requirement that the Secretary distribute the minutes of the previous meeting. The Vestry believes that the distribution of minutes should be included in the meeting notice and that this procedural detail does not need to be specified in the By-Laws.
 - The Vestry also proposes adding language authorizing the Vestry to approve the minutes of regular or special membership meetings. This change will allow minutes to be approved promptly after a meeting, improving efficiency. This approach is consistent with Robert's Rules of Order.
- Section 401 (Eligibility):
 - The section requires Lay Delegates to be "confirmed communicants." Our Diocesan Constitution, Section 304(b), however, requires that a Lay Delegate be "a communicant of this Diocese in good standing," requiring they received communion at least three times during the previous year and been faithful in worship, working, praying, and giving.
 - The Vestry proposes to require a delegate to be a "communicant in good standing." The approved language would be "In addition, each candidate for Lay and Alternate Delegate must be a communicant in good standing of the Protestant Episcopal Church."
- Section 402 (Nominations):
 - The Vestry proposes to require posting of candidates two weeks (rather than one month), to allow the Nominating Committee more time to get candidates, avoiding the need to nominate from the floor.
 - The Vestry proposes to eliminate the optional (and thus unneeded) "If feasible, in the church newsletter" language.

Wording of Proposed Amendments

Here are the text of changes (also in this marked-up [copy](#) of the By-Laws):

202. Notice of Annual Meeting The Rector must give notice of the annual meeting at least one month before the day of the meeting by notice posted on the church bulletin board, in the worship bulletin **or announcements**, and on the parish website. In the Rector's absence or failure to act, the Senior Warden must give the notice. The notice

shall specify whether the meeting shall be in-person, exclusively virtual, or in-person and virtual (“hybrid”). If the meeting is partially or completely virtual, the notice shall provide the information necessary to attend the meeting virtually.

204. Presiding Officer and Secretary The Rector, or in the Rector's absence or failure to act, the Senior Warden, will call to order and preside at the Annual Meeting and any Special Meeting. The Clerk will be the Secretary of the meeting. If the Clerk is not available, then the presiding officer will appoint instead a member of the Parish to serve as Secretary of the meeting. The Secretary of the meeting will, (4) upon challenge, assist the Vestry to determine who of those present are members, ~~(2) distribute the minutes of the previous meeting,~~ and (23) take and record the minutes of the meeting, including a record of any votes. **The Vestry shall approve the minutes of any Annual or Special meeting or have the next Annual or Special meeting approve them.**

205. Special Meetings A special Parish meeting may be called by the Rector, by a majority of the Vestry, or by petition of (50) voting members of the Parish, with at least ten days notice posted on the bulletin board, in the worship bulletin **or announcements**, and on the Parish website. If the special meeting is to consider a change to these By-laws, then at least thirty days’ notice shall be given. The notice shall specify whether the meeting shall be in-person, exclusively virtual, or in-person and virtual (“hybrid”). If the meeting is partially or completely virtual, the notice shall provide the information necessary to attend the meeting virtually. The notice also must state the business that the Parish will consider at the special meeting. No vote may be taken on any business not included previously in the notice.

401. Eligibility: Candidates for the positions of Wardens, members of the Vestry, Officers of the Vestry, and Lay Delegates must be members of the Parish. See section 101 of these By-Laws. In addition, **each** candidates for Lay **and Delegates and Alternate Delegates** must be a ~~confirmed~~ **communicant in good standing** of the Protestant Episcopal Church.

402. Nominations No later than two months before each Annual Meeting, the Rector (or the Senior Warden in the Rector's absence or failure to act), with the approval of the Vestry, must appoint a Nominating Committee, consisting of the Senior and Junior Wardens, all outgoing Members of the Vestry, and at least two members of the Parish who are not Members of the Vestry. The Nominating Committee will place in nomination at the Annual Meeting at least one qualified candidate for each position of Warden, Member of the Vestry, and Lay Delegate open for election. The report of the Nominating Committee listing and identifying the candidates selected by it, together with the voting procedure, must be posted on the church bulletin board and on the Parish website at least **two weeks** ~~one month~~ before each Annual Meeting. ~~(and, if feasible, in the church newsletter).~~ At the Annual Meeting the Nominating Committee will make its report, which action will place in nomination the candidates that it selected. Following the report of the Nominating Committee other nominations may be made from the floor.