

By-laws relating to Vestry

Article 6 — Of the Vestry

Sec. 1. The Vestry of St. Columba's Parish is the agent and legal representative of the Parish in all matters concerning its corporate property and the relations of the Parish to its clergy, and is the Board of Directors and administrative body of the Parish, constituted under the laws of the United States applicable to religious corporations and to parishes and separate congregations of the Protestant Episcopal Church of the Diocese of Washington. It shall consist of the Rector as its Chair, the Senior Warden, the Junior Warden and 12 members chosen as described below.

Sec. 2. The Vestry shall be chosen from among the members of the Parish who are at least 18 years of age, who are communicants in good standing (see footnote) for a period of at least one year and who are contributors of record.

Sec. 3. At each Annual Meeting four Vestry members shall be elected for terms of three years. If re-elected and after serving a second consecutive full term, they cannot be elected for a third consecutive term.

Sec. 4. The Vestry shall have the power to appoint to the Vestry a qualified person to complete any unexpired Vestry member term arising through resignation, removal or other cause.

Article 8 — Of Lay Delegates and Alternates to the Diocesan Convention

Sec. 1. At each Annual Meeting of the Parish, and in accordance with Sec. 4(a) of Article 2 of the Constitution of the Diocese of Washington, there shall be elected at least one Lay Delegate and One Alternate Lay Delegate to the next Diocesan Convention. Such Lay Delegate(s) and Alternate(s) shall be at least 18 years of age and shall be communicants of the Parish and members of the Protestant Episcopal Church in good standing (see footnote)

They shall serve until the next Annual Meeting of the Parish or until their successors are elected. In the event of the inability of a Lay Delegate to serve, the place of that Delegate may be taken by the Alternate, and if the appointment of another Alternate seems advisable, such appointment may be made by a majority of the Vestry.

Sec. 2. The Secretary of the Vestry shall report promptly to the Secretary of the Convention the name, address and telephone number of each Lay Delegate and Alternate and shall indicate who are Lay Delegates(s) and who are Alternate(s).

Article 9 — Of the Nominating Committee

Sec. 1. At least two months before the date of the Annual Parish Meeting, the Rector, with the advice of the Wardens, shall appoint a Nominating Committee of at least five and not more than ten Parish members. If there be no Rector, the Committee shall be

appointed by the Senior Warden with the advice of the Vestry. A member of the Vestry whose term of office will not expire at the next Annual Meeting shall be chair, and the members of the Committee, including one other Vestry member, shall be representative of the Parish.

Sec. 2. In accordance with the qualifications for Wardens, Vestry members and Lay Delegates to the Diocesan convention, the Nominating Committee shall seek out parishioners whose competence, active support of the Parish and good faith qualify them to serve as lay leaders, and having obtained their consent to be nominated and an expression of their willingness to serve if elected, shall propose at least one person for election as Senior Warden, one for election as Junior Warden and no fewer than two more than the number of Vestry members to be elected. Likewise there shall be nominated persons qualified for election as Lay Delegates and Alternates to the Diocesan Convention, making such distinction as is necessary to conform to the requirements for Lay Delegate(s) and Alternates(s) as set forth in Article 8: provided that nominees for Lay Delegate(s) and Alternates(s) must be approved by a majority vote of the Vestry. Additional nominations for each office may be made from the floor during the Annual Meeting after notice to the Nominating Committee chair no fewer than seven days prior to the Meeting.

Article 12— Of Meetings of the Vestry

Sec. 1. The Vestry shall meet at least once a month, except that the August meeting may be omitted if the Vestry then has no urgent business. At its first meeting following the Annual Parish Meeting, the Vestry shall fix dates for its monthly meetings.

Sec. 2. The Rector shall be chair of the Vestry and shall have the right to vote on all matters presented to the Vestry for action or decision. In the absence of the Rector, the Senior Warden may preside and, in the Senior Warden's absence, the Junior Warden.

Sec. 3. The Rector shall be empowered to call a special meeting of the Vestry upon due notice of not less than three days for the consideration of urgent business that cannot be deferred until the next regular meeting. Upon the request of at least five members of the Vestry, the Rector (or in the Rector's absence the Senior Warden) may call a special meeting of the Vestry upon due notice of not less than three days for the consideration of urgent business that cannot await the next regular meeting.

Sec. 4. The Vestry shall be entitled to adopt by-laws for the conduct of its meetings, provided that such by-laws shall conform to the constitution and Canons of the General Convention and of the Diocese of Washington. Robert's Rules of Order (9th edition, 1990) shall be the parliamentary guide in all matters not specifically provided for in the by-laws.

Sec. 5. Vestry meetings shall be open to members of the Parish unless otherwise designated. Vestry meetings shall require a quorum for the transaction of business. Seven Vestry members shall constitute a quorum.

Article 13 — Of Committees of the Vestry

Sec. 1. The Vestry may establish and appoint such standing committees as may be necessary for the conduct of its business. It may adopt terms of reference that set forth the duties and responsibilities of all such standing committees. Each standing committee shall include at least two Vestry members.

Sec. 2. From time to time, the Vestry may appoint special committees (such as a Rector search committee). At least two Vestry members shall be members of such special committees; provided that the term of such special committees shall not exceed one calendar year.

Sec. 3. No Vestry committee shall operate to relieve the Vestry of any responsibility imposed on the Vestry by civil or canon law.

Article 19 — Of Amendments to the By-Laws

Sec. 1. These by-laws may be supplemented, amended, or repealed at an Annual Parish Meeting, provided that notice in writing of such proposed supplements, amendments, or repeals shall be given to the voting members of the Parish at least 30 days before the Annual Meeting.

Sec. 2. A two-thirds majority vote of qualified voters present at an Annual Meeting is necessary for the approval of any change in the by-laws; provided a quorum is present. A quorum is defined in Article 4 as at least 10% of those eligible to vote, being at least 15 years old, a member in good standing (see footnote) and a contributor of record.

Sec. 3. In case a new by-law shall be adopted which does not replace a concurrently repealed by-law, it shall be numbered so as to follow at the end of these by-laws.

Footnote: Title I, Canon 17, Sections 1-3 of the Canons of the General Convention of the Protestant Episcopal Church defines members in good standing as follows:

Sec.1. All persons who have received the Sacrament of Holy Baptism with water in the name of the Father, and of the Son, and of the Holy Spirit, whether in this Church or in another Christian Church, and whose Baptisms have been duly recorded in this Church, are members thereof.

Sec. 2. All members of the Church who have received Holy Communion in this Church at least three times during the preceding year are to be considered communicants of this Church.

Sec. 3. All communicants of this Church who for the previous year have been faithful in corporate worship, unless for good cause prevented, and have been faithful in

working, praying, and giving for the spread of the Kingdom of God, are to be considered communicants in good standing.