

**BYLAWS OF
CHRIST EPISCOPAL CHURCH
HARRISON COUNTY, WEST VIRGINIA**

**ARTICLE I
NAME**

- 1.0 The name of the parish shall be Christ Episcopal Church
- 1.1 Alternate names
 - 1.1.1 Christ Church
 - 1.1.2 St. Barnabas Chapel of Christ Episcopal Church
 - 1.1.3 St. Barnabas Chapel

**ARTICLE II
MISSION AND VISION**

- 2.0 As members of Christ Episcopal Church, our mission is to know, live, and share the Good News Story of Jesus Christ.
- 2.1 As a parish in the Episcopal Church of the United States of America, our vision is to reach out to the larger community and build our unity in the Anglican tradition, valuing our individual differences through acceptance and love, seeing the face of Christ in each person.

**ARTICLE III
AFFILIATION**

- 3.0 The Parish accepts and shall adhere to the Constitution and Canons of the Episcopal Church of the United States of America and the Episcopal Diocese of West Virginia.

**ARTICLE IV
MEMBERSHIP**

- 4.0 The parish shall be composed of the clergy and all people who are members of Christ Episcopal Church.
- 4.1 Definitions
 - 4.1.1 Member means any person who has received the Sacrament of Holy Baptism with water in the name of the Father, the Son, and the Holy Spirit and whose baptism has been duly recorded in the parish and any baptized person confirmed or received in the Church whose confirmation, reception, or transfer is duly recorded in the parish.
 - 4.1.2 Adult means a person 16 years or older.
 - 4.1.3 Competent voters means all baptized persons who have attained the age of sixteen years and who for the previous three (3) months have been regular worshippers in the parish and regular contributors to its support, either by subscription, or by some method by which they shall be known to the Treasurer of the Vestry, and relied upon as such. An adult member shall be presumed to be a competent voter unless challenged by a competent voter.

ARTICLE V
VESTRY

5.0 Membership

5.01 The Vestry shall consist of the Rector and the Vestry members. There shall be nine (9) elected members of the Vestry. A youth representative under the age of 16 may be appointed by the Vestry after the annual meeting for a term of one year with voice and no vote.

5.02 Those competent to serve as such members of the Vestry are: all baptized persons who have attained the age of sixteen years and who for the previous six (6) months have been regular worshipers in the parish and regular contributors to its support, either by subscription, or by some method by which they shall be known to the Treasurer of the Vestry, and relied upon as such.

5.03 As nearly as practicable one third of the members shall be elected at each Annual Parish Meeting.

5.1 Duties

5.1.1 The Vestry shall perform such duties as are required by the Canons of the Episcopal Church of the United States of America and the Canons of the Diocese of West Virginia.

5.1.2 Section 7 of the WV Canons states: The Vestry functions as the governing body of a Parish, and has the authority to manage all of the temporal affairs of the Parish. Among its duties are:

- (a) to call a Rector in accordance with these Canons and the Canons of The Episcopal Church;
- (b) to assist in all ways in gathering adherents to the faith and into the welcoming arms of Christ;
- (c) to function as the agents and legal representatives of the Parish in all matters concerning its corporate property, except for those matters reserved to the Parish Trustees and to represent the Parish in all matters regarding the relations of the Parish to its Clergy;
- (d) to oversee all the financial aspects of the Parish, and to arrange for audits of the accounts of the Parish entrusted to the Treasurer and other officials;
- (e) to see that the Rector and other clergy, and other employees of the Parish, are properly remunerated, in full and with regularity, that proper pension premiums and stipulated allowances are paid in full and with regularity, and that housing is provided in accordance with Diocesan policy;
- (f) to see that all contracts concerning erection, furnishing, maintaining and preserving the Church edifice and such other properties as belong to the Parish are properly made and executed;
- (g) to provide for the appointment of Trustees under the law of the State of West Virginia, and for duly reporting to governmental authorities the names of Trustees as required by law;
- (h) to provide generally for all the temporal business of the Parish;
- (i) to comply with any letter of agreement entered into with its elected rector.

5.1.3 Vestry members shall act as liaison members to committees.

5.1.4 The Vestry shall appoint a Bylaws Committee of no less than three (3) members one year prior to the next review. The Bylaws shall be reviewed every five (5) years.

5.2 Term of office

5.2.1 Vestry members shall be elected for a term of three years or until their successors are elected.

5.2.2 A member may serve no more than one (1) consecutive term on the Vestry, not counting any time prior to being elected to a full term as an appointed or elected member to fill out a vacant term. After a one year absence a member may be re-elected to the Vestry.

5.3 Vacancies

5.3.1 In case of vacancies occurring between Annual Parish Meetings, the Vestry may, at its discretion, appoint a member to fill the vacancy until the next Annual Parish Meeting at which time a person shall be elected to fill the remaining years of the term.

5.3.3 In the event any member of the Vestry shall be absent for three (3) consecutive, regular meetings, the seat may, with the advice and consent of the Rector, be declared vacant by the Vestry and a qualified person be elected to fill the vacancy until the next Annual Meeting.

5.4 Compensation

5.4.1 Wardens and members of the Vestry shall not receive any compensation for their services.

ARTICLE VI WARDENS AND VESTRY OFFICERS

6.0 The officers of the parish shall consist of a Senior Warden, Junior Warden, Secretary/Registrar, and Treasurer.

6.1 Senior Warden

6.1.1 The Senior Warden shall be chosen from a member of the Vestry.

6.1.2 . The Vestry shall elect the Senior Warden for a one-year term.

6.1.3 In the event a vacancy occurs in the office of Rector, the Senior Warden shall be responsible for the use and administration of the Rector's Discretionary Fund.

6.1.4. The Senior Warden shall function as the Chief Executive Officer of all temporal affairs of the Parish, responsible in those functions to the Rector unless the office of Rector is vacant. In all matters requiring representation of a lay person to represent the Parish in the community of which it is a part, the Senior Warden shall be the representative.

6.2 Junior Warden

6.2.1 The Junior Warden shall be chosen from a member of the Vestry.

6.2.2 The Vestry shall elect the Junior Warden for a one-year term.

6.2.3 In the event a vacancy occurs in the office of Senior Warden, the Junior Warden shall assume the position of Senior Warden.

6.2.4 In the event a vacancy occurs in the office of Junior Warden, the Vestry shall elect a replacement until the first Vestry meeting following the Annual Meeting.

6.3 Duties of the Wardens

6.3.1 The Wardens shall supervise the care, protection, and maintenance of the church and church properties and perform those duties set forth in WV Title III Canon 1, Section 9.

6.3.2 The Wardens shall discharge other such duties as may devolve upon them.

6.4 Secretary/Registrar

6.4.1 The Secretary/Registrar is elected from a member of the Vestry.

6.4.2 The Vestry shall elect the Secretary/Registrar for a one-year term.

6.4.3 The Secretary/Registrar shall keep and preserve accurate minutes of all meetings of the Vestry.

6.4.3.1 Minutes of each meeting shall be made available to all Vestry members prior to the next meeting.

6.4.3.2 Notice of the date, time, and place of the next meeting shall be included in the minutes.

6.4.4 The Secretary/Registrar may appoint an assistant to help when necessary or the Vestry may appoint a recording secretary.

6.4.5 The Secretary/Registrar is the official representative of the Vestry for the purpose attesting to resolutions by the Vestry in legal documents.

6.5 Treasurer

6.5.1 The Treasurer is elected by the Vestry.

6.5.2 If not a member of the Vestry, the Treasurer shall be a competent voter and preferably shall have served on the Vestry and have a working knowledge and experience with basic accounting procedures. The Treasurer shall attend all meetings of the Vestry and if not a member, shall have seat and voice but no vote. The Treasurer shall remain in office until a successor is elected.

6.5.3 The Treasurer shall receive, have custody of, and dispense all funds and monies belonging to the Parish at the direction of the Vestry.

6.5.4 The Treasurer shall be responsible for the keeping of full, detailed, and accurate accounts of all financial transactions and reporting to the Vestry, as required.

6.6 Vestry Records

6.6.1 The Senior Warden, Junior Warden, Secretary/Registrar, Treasurer, and Vestry members shall deliver to their successors all property of the Parish including records, books, and other papers when their terms have ended.

**ARTICLE VII
LAY DELEGATES**

7.0 Lay Delegates to Diocesan Convention and Deanery

7.01 The number of lay delegates shall be prescribed by the Canons of the Diocese of West Virginia.

7.02 Lay delegates shall be elected at the Annual Meeting for a one-year term.

7.03 Lay delegates shall serve also as delegates to the Deanery.

**ARTICLE VIII
RECTOR**

8.0 Authority

8.0.1 The Rector shall have control of the worship and all spiritual matters of the Parish, subject to the rubrics of The Book of Common Prayer, the Constitutions and Canons of the Episcopal Church and the Diocese, and the counsel of the Bishop of the Diocese.

8.0.2 The Rector shall select all assistant clergy and lay staff members of the Parish and shall have the authority to direct and supervise the activities in the Parish of such assistant clergy and lay staff members.

8.0.3 The Rector shall be the principal executive officer of the Parish and shall have the right to preside at meetings of the Parish and the Vestry.

8.0.4 The Rector shall be entitled to the use and control of all Parish buildings and appurtenances, furniture, and equipment at all times for the full and free discharge of all functions and duties of the office of the Rector.

8.0.5 The Rector shall have such authority to the temporal and financial matters of the Parish as shall be granted by the Vestry.

8.1 Reviews

8.1.1 At least once each year the Wardens and Rector shall review the pastoral relationship that exists between the Parish and the Rector.

8.2 Duties

8.2.1 The Rector shall lead regular services in the Parish, provide instruction in the Holy Scriptures and the doctrine, polity, history, and the liturgy of the Episcopal Church, maintain a Parish Register, and perform other functions as required by the Canons of The Episcopal Church and the Diocese.

8.3 Resignation and Removal

8.3.1 The Rector may not resign without the consent of the Vestry, nor may the Rector be removed against his/her will except in accordance with Diocesan Canons and Canons of The Episcopal Church.

8.4 Call of the Rector shall be in accordance with the Canons of the Diocese of West Virginia and the Vestry shall vote to call a Rector based upon the recommendation of a Search Committee established by the Vestry.

**ARTICLE IX
EXECUTIVE COMMITTEE**

9.0 The members of the Executive Committee shall be the Rector, Wardens, Treasurer and Secretary/Registrar. The purpose of the Executive Committee shall be to conduct the ordinary business of the Parish between Vestry meetings and advise the Rector and Vestry on personnel and administrative issues. The Executive Committee may undertake no action that is the responsibility of the Vestry without prior approval of the Vestry.

**ARTICLE X
TRUSTEES**

10.0 Three Trustees shall be elected by the Vestry to perform their duties under Diocesan Canon Law and statutory responsibilities under the West Virginia law.

10.1 The Vestry may also provide for an endowment policy and delegate the responsibility for executing the endowment policy to the Trustees.

10.2 The Trustee shall serve staggered terms of three years so that one Trustee is elected at the first vestry meeting after the Annual Parish Meeting.

10.3 Trustees serve at the pleasure of the Vestry.

**ARTICLE XI
ASSISTANT CLERGY AND LAY STAFF MEMBERS**

11.0 Assistant Clergy

11.01 All assistant clergy shall be selected by the Rector, subject to review by the Bishop of the Diocese and an affirmative vote of two-thirds (2/3) of all the voting members of the Vestry. Assistant clergy shall serve at the discretion of the Rector.

11.1 Lay Staff Members

11.1.1 All lay staff members of the Parish shall be selected by the Rector and shall serve at the discretion of the Rector.

11.1.2 If there is no Rector, the lay staff members are supervised by the Senior Warden, guided by the Executive Committee.

**ARTICLE XII
MEETINGS**

12.0 The Rector or the warden designated by the Rector shall preside and chair all meetings. In the vacancy of the office of Rector and the absence of the Senior Warden, the vestry member designated by the Senior Warden shall preside and chair all meetings.

12.0.1 The chair shall vote only in the case of a tie.

12.1 Executive Committee

12.1.1 Regular meetings of the Executive Committee shall be held monthly as determined by the Rector or in the vacancy of the office of Rector by the Senior Warden.

12.1.2 The Executive Committee consists of the Rector, Senior Warden, Junior Warden, and the Treasurer.

12.2 Vestry

12.2.1 Regular meetings of the Vestry shall be held monthly as determined by the Vestry.

12.2.2 A majority of the elected members of the Vestry shall constitute a quorum for the transaction of business at any meeting of the Vestry. Once a quorum has been established at a meeting and voting members of the Vestry have withdrawn so that less than a quorum remains, the Vestry may continue to transact business until adjournment.

12.3 Annual Parish Meeting

12.3.1 The date of the Annual Parish Meeting shall be in accordance with the Diocesan Canons.

12.3.2 The Vestry shall determine the time and location of the meeting.

12.3.3 Notice of the date, time, and location shall be printed in the parish newsletter and posted on the church premises at Clarksburg and Bridgeport at least 20 days before the date of such meeting.

12.3.4 Ten percent of the communicants in good standing of Christ Episcopal Church shall constitute a quorum.

12.3.5 The results of any election or summary of any action taken at the Annual Parish Meeting or at a special meeting shall be posted in a conspicuous place on the church premises at Clarksburg and Bridgeport within seven days after the meeting.

12.3.6 A recording secretary shall record the minutes of the Annual Parish Meeting. The Chair of the Annual Parish Meeting shall appoint a recording secretary to record the minutes.

12.4 Special Meetings

12.4.1 A special meeting of the Executive Committee may be called at the discretion of the Rector or the Wardens.

12.4.2 A special meeting of the Vestry may be held at any time and may be called by the Rector, the Senior Warden, the Junior Warden, or a majority of the elected members of the Vestry. Four (4) days notice of the meeting must be given to each member specifying the date, time, location, and purpose of the meeting. Members may waive notice. Attendance at a special meeting is deemed to be waiver of notice.

12.4.3 A special meeting of the Parish may be called by the Vestry or shall be called upon the written petition of one-third of the competent voters of the Parish. Notice of the meeting, the date, time, place, and purpose thereof shall be announced on three Sundays preceding such meeting, and a written notice shall be mailed to all known competent voters at least 20 days prior to the date of the meeting.

ARTICLE XIII ELECTIONS

13.0 Elections shall be held each year at the Annual Parish Meeting.

13.1 Elections shall be by secret ballot.

13.1 Votes may not be cast by proxy.

13.2 Tie votes shall be resolved by additional balloting.

13.3 The Chair of the Annual Parish Meeting shall appoint three (3) voting members to be tellers of the election. Such tellers shall review the ballots, determine the eligibility of persons voting or nominated for office and certify in writing the results of the election.

13.4 A majority of those voting and present is required to elect qualified persons to the vestry and as convention delegates, unless a majority of those voting and present at an Annual Parish Meeting determine that elections may proceed by a plurality rather than a majority.

ARTICLE XIV COMMITTEES

14.0 General Information

14.0.1 Committees are designated as Standing, General, or Ad Hoc.

a. A Standing Committee is a permanent committee and is responsible for conducting the business of the church.

b. A General Committee supports the activities of the church.

c. An Ad Hoc Committee is appointed and approved by the Rector and the Vestry to perform a specific task.

14.0.2 Committees and organizations may exist by Vestry authorization to more effectively manage Parish matters.

14.0.3 The Rector shall serve as ex officio member without vote of all committees unless otherwise designated. The Rector does not serve on the Nominations Committee.

14.0.4 Committees, with Vestry approval, may acquire and manage funds pursuant to their ministries. The Vestry is ultimately responsible for all funds of the Parish, but it may delegate to those committees the responsibility to manage specific funds or bank accounts. The funds or accounts shall be included in the reviews specified in 14.41.

14.0.5 Committees and organizations shall prepare an annual report and submit it to the Rector.

14.0.6 Committees not designated as Standing Committees shall be determined by the Executive Committee and approved by the Vestry.

14.0.7 Committee chairs, unless selected by members of the committees, shall be selected by the Rector with the consent of the Vestry.

14.0.8 All chairs and committees appointed by the Rector and the Vestry shall be announced after first Vestry meeting following the Annual Meeting.

14.1 Standing Committees

14.1.1 Finance Committee

- a. The committee shall consist of six (6) members, including the Treasurer and the Senior Warden.
- b. The Treasurer shall chair the Finance Committee.
- c. The committee shall be responsible for the care and custody of all monies that belong to the Parish and are under the control of the Vestry.
- d. The Treasurer shall prepare a report including a full financial statement to be presented at each convention or to the Bishop before the convention.

14.1.2 Nominations Committee

- a. The committee shall consist of those vestry members whose full terms are ending and are not eligible for re-election.
- b. The committee shall elect its own chair.
- c. The chair shall be responsible for presenting a written slate of nominees at the Annual Parish Meeting.

14.1.5 Building and Grounds Committee

- a. The Building and Grounds Committee shall be responsible for overseeing the care and upkeep of all church property.
- b. The Junior Warden shall serve as chair of the committee.
- c. A member of the Memorial Garden Committee shall serve on the Building and Grounds Committee.
- d. Members of the Building and Grounds Committee who frequently attend at the Clarksburg facility or the Bridgeport facility will form sub-committees for each facility to enable the Building and Grounds Committee to repair and develop maintenance plans for each facility in a timely manner.

14.2 General Committees

14.2.1 Altar Guild

- a. The Altar Guild, while functioning as an independent committee, is ultimately responsible to the Worship Committee in those areas that deal with worship.
- b. The chair shall be appointed by the Rector and serve a one-year term.
- c. The Altar Guild shall be responsible for the care of the Sanctuary and the care of the items used in the Sanctuary.

14.2.2 Memorial Garden Committee

- a. The Memorial Garden Committee, while functioning as an independent committee, is ultimately responsible to the Building and Grounds Committee, which is in charge of all church property.
- b. The chair shall be appointed by the Rector and serve a one-year term.
- c. The Memorial Garden Committee shall be responsible for the care, use and policy of the Memorial Garden area and the columbarium located in the Memorial Garden.

14.2.3 Gifts and Memorials

- a. The Gifts and Memorials Committee, while functioning as an independent committee, is ultimately responsible to the Vestry.
- b. The chair shall be appointed by the Rector to serve a three-year term.
- c. The committee shall be responsible for making recommendations to the Vestry for the use of Gifts and Memorials monies.
- d. The committee shall be responsible for keeping an accurate and updated record of all gifts and memorials.
- e. The committee shall not accept any gift until the Vestry has approved the gift.

14.2.4 Worship Committee

- a. Members of the committee shall include, but not be limited to, the Rector, the Minister of Music, and one member each from the Altar Guild, and Lay Ministers.
- b. The chair shall be appointed by the Rector and serve a one-year term.
- c. The committee shall be responsible for planning worship services with the Rector and for educating the parish in matters of worship.

14.2.5 Outreach Committee

- a. The committee shall be responsible for directing general outreach funding and service projects within and beyond the parish.
- b. The chair shall be appointed by the Rector and serve a one-year term.
- c. Organizations to whom funds are distributed under a Vestry approved budget shall be approved by the Vestry as well as any fund-raising activities not listed in the budget.

14.2.6 Stewardship Committee

- a. The committee shall be responsible for the planning and executing of the annual stewardship program.
- b. The chair shall be appointed by the Rector and serve a one-year term.

14.2.7 Parish Life Committee

- a. The committee shall be responsible for planning and providing social activities for the parish.
- b. The chair shall be appointed by the Rector and serve a one-year term.

14.2.8 Marketing Committee

- a. The committee shall be responsible for aiding the other committees and parish organizations in advertising and communications for the parish, diocese and local and state regions to advance the mission of the parish.
- b. The chair shall be appointed by the Rector and serve a one-year term.

14.2.9 Christian Education Committee

- a. The committee shall be responsible for developing and implementing educational activities for all ages with regard to the mission, history, spirituality and vision of the Church and Scripture.
- b. The chair shall be appointed by the Rector and serve a one-year term.

14.3.0 Long Range Planning Committee

- a. The committee shall be responsible for recommending projects and strategies to the Vestry that would enable the fulfillment of the Vestry mission statement and vision for the future of Christ Episcopal Church.
- b. The chair shall be appointed by the Rector and serve a three-year term.

14.3 Ad Hoc Committees

14.3.1 Special committees may be appointed by the Rector as authorized by the Vestry.

14.3.2 A special committee shall be dissolved after submitting the final report to the Vestry.

14.4 Parish Organizations

14.4.1 Parish Organizations bearing the identification of Christ Episcopal Church shall be approved by the Vestry.

ARTICLE XV CHURCH FINANCE

15.0 Fiscal Year

15.0.1 The fiscal year of the Parish shall be the calendar year beginning on January 1 and ending on December 31 of each year.

15.1 Annual Budget

15.1.1 An annual budget for the next fiscal year of the Parish shall be prepared by the Treasurer, reviewed and approved by the Executive Committee, and presented to the Vestry in November each year.

15.1.2 The salaries of the Rector and the lay staff members shall be set and approved at the November Vestry meeting.

15.1.3 The budget shall be reviewed and approved by the Vestry prior to the Annual Parish Meeting and shall be presented at the Annual Parish Meeting.

15.2 Accounting

15.2.1 Any check or demand for funds belonging to the Parish over \$500.00 shall have two signatories. Checks shall be signed by an officer (Wardens, Treasurer, or Secretary of the Vestry or other person duly authorized by the Vestry) or the Parish Administrator.

15.2.2 A request for reimbursement shall include an authorized signature and a receipt of purchase.

15.2.3 The Treasurer shall cause such accounting records to be maintained as shall be necessary to support all receipts and disbursements and to permit the preparation of financial statements and the annual audit review.

15.2.4 All disbursements must be adequately supported by satisfactory documentation and a copy of the check issued.

15.3 Financial Statements

15.3.1 The Treasurer shall prepare and distribute monthly financial statements to the Rector, the Wardens, and the Vestry.

15.3.2 The Treasurer shall prepare and distribute annual financial statements to the parishioners at the Annual Parish Meeting.

15.4 Annual Review

15.4.1 An annual review of all accounts and financial transactions of the Parish, including segregated funds, shall be prepared by an independent certified public accountant or such audit review committee as shall be authorized by the Vestry in accordance with diocesan guidelines and Canon I 7 1 (f) and (g) of The Episcopal Church.

15.5 Debts

15.5.1 The Rector, Vestry members, parishioners, and staff members shall have no authority to incur or impose any financial obligation on behalf of or upon the Parish without the approval of the Vestry.

15.6 Solicitation of Funds

15.6.1 No solicitation of funds for any purpose may be made without Vestry approval.

15.7 Discretionary Funds

15.7.1 The rector's discretionary funds shall be expended at the sole discretion of the Rector and other clergy for whom discretionary funds have been established. When there is not a Rector the Senior Warden will have discretion.

15.7.2 The discretionary funds shall be subject to audit review as provided by the Finance Committee.

15.7.3 Collection of the rector's discretionary fund shall be in accordance with Diocesan Canons.

15.8 Bonding

15.8.1 The Treasurer, all persons authorized to sign checks and other documents on behalf of the Parish, and all volunteers or other persons involved in any manner in financial affairs of the Parish shall be covered by a Fidelity Bond or appropriate insurance.

15.9 Investments and Securities

15.9.1 The Treasurer, together with the Rector and the Wardens, shall have the authority to endorse and sell all securities on behalf of the Parish.

15.9.2 The Vestry shall establish policies for the management of securities held by the Parish for investment. The activities shall be included in the audits in 15.4.1.

15.9.3 Securities given as a gift to the Parish shall be sold on the first business day or as soon as possible after such acquisition.

15.9.4 The Executive Committee shall have the full right, power, and authority to execute proxies on behalf of the Parish for securities owned by the Parish. They shall vote the proxies as they, in their sole discretion, determine prudent unless otherwise directed by the Vestry.

15.10 Insurance

15.10.1 The Building and Grounds Committee shall be responsible for maintaining adequate coverage on all properties belonging to the Parish including, but not limited to, the church and connecting buildings and workmen's compensation coverage and liability coverage for all employees and volunteers. The Building and Grounds Committee shall review the coverage at least annually and convey its results to the Finance Committee.

15.10.2 The Vestry shall be responsible for approving a program of life insurance, hospitalization coverage, disability coverage, and retirement benefits as shall be approved by the Vestry.

15.11 Gifts of Real and Personal Property

15.11.1 Gifts of Real and/or Personal Property other than cash or marketable securities must be accepted by the Vestry. The Vestry shall adopt a policy regarding the acceptance of Real and Personal Property (other than cash or marketable securities).

**ARTICLE XVI
PARLIAMENTARY AUTHORITY**

16.0 Robert's Rules of Order Newly Revised shall govern the proceedings of Christ Episcopal Church in all cases not provided for in the Canons of the General Convention, the Constitution and Canons of the Diocese of West Virginia, and the bylaws of Christ Episcopal Church.

**ARTICLE XVII
AMENDMENTS**

17.0 Proposed amendments to the Bylaws shall be submitted to the Bylaws Committee, appointed by the Rector, for consideration prior to the next announced meeting of the committee.

17.1 All proposed amendments shall be submitted to the Executive Committee and then to the Vestry for consideration and recommendation.

17.2 Proposed amendments shall be submitted at the Annual Parish Meeting with or without recommendations by the Vestry.

17.3 Notice of proposed amendments shall be published at least 20 days before the Annual Parish Meeting.

17.4 These bylaws may be amended at an Annual Parish Meeting by a two-thirds (2/3) vote.

**ARTICLE XVIII
REPEALER**

18.0 All bylaws in effect prior to the date of adoption hereof are hereby repealed.

18.1 Notwithstanding anything herein to the contrary, any provision of these ByLaws in direct conflict with canon law of either the Diocese of West Virginia or The Episcopal Church shall be void.

These bylaws were approved at the Annual Parish Meeting on _____, 20____,

attested by _____.
Recording Secretary