

**BY-LAWS OF THE EPISCOPAL CHURCH OF THE GOOD SHEPHERD
ASHEBORO, NORTH CAROLINA**

ARTICLE I

The Episcopal Church of the Good Shepherd, Asheboro, North Carolina, accedes to and adopts the Constitution and Canons of the Protestant Episcopal Church in the United States of America and of the Diocese of North Carolina, as set forth in the General Conventions thereof, and acknowledges their authority accordingly.

ARTICLE II

All the temporal interests and affairs of this Church shall be governed and controlled by the Vestry, which shall be composed of twelve (12) Vestrypersons, who shall be nominated and elected as provided in Article III.

ARTICLE III

PARISH MEETINGS

Section 1 - General

An Annual Parish Meeting shall be held in the Episcopal Church of the Good Shepherd or other suitable location at a time determined by the Vestry, but no later than the second Sunday of Advent or as provided by the Canons of the Diocese. The Rector shall preside at all Parish Meetings. In his absence, the Senior Warden or the Junior Warden shall preside at any meeting, in that order.

Section 2 - Purpose

The purpose of the Annual Parish Meeting shall be:

- a) To discuss any new or old business which may be brought before the meeting by the Rector, Vestry, or any other person fulfilling the requirements of Section 3 of this article;
- b) To elect new Vestrypersons of The Episcopal Church of the Good Shepherd; and
- c) To receive annual reports of the various activities of the Parish.

Section 3 - Voting Requirements

Any enrolled, confirmed adult member in good standing in the Parish may vote in any meeting of the Parish when that person is present. An enrolled confirmed adult in good standing is:

- a) A member who is 16 years of age or older who has received Holy Communion at least three times in the preceding year; has been faithful in corporate worship; has been faithful in working, praying, and giving for the spread of the Kingdom of God; and whose baptism has been recorded in this congregation; or
- b) One whose membership has been duly transferred to this congregation and who has been confirmed or received by a method as provided in Canon 30, Section 3(a) of the Canons of the Diocese of North Carolina.

Section 4 - Nominating Process

A. Nominating Committee: No later than the first Sunday of October of each year, the Nominating Committee consisting of the retiring members of the Vestry shall be formed. The Nominating Committee should review the roster of adult communicants in good standing and shall approach potential nominees to determine their willingness to fulfill the responsibilities required of a Vestryperson. The Nominating Committee should prepare a slate of persons to be presented at the Annual Parish Meeting.

B. Members of the congregation at large may nominate other persons for the Vestry having determined their consent to serve. Such nominations may be made by written letter or other satisfactory form of communication to the Nominating Committee prior to the Annual Parish Meeting.

Section 5 - Election

A. The election shall be by written ballot. The vote of the majority of those present at the Annual Parish Meeting shall be necessary to elect a member of the Vestry from those nominated.

B. A profile of each nominee for the Vestry shall be published in the church newsletter one month prior to the Sunday of the election and a picture and a statement from each nominee displayed in the Narthex a month before the annual meeting.

C. Election Procedure: Each member in attendance shall indicate his or her selections for the Vestry by selecting a number of names, no more than the number of those to be elected from those nominated, including those nominated from the floor. To be elected, a nominee must receive at least a majority of the votes of those in attendance. Those receiving the greatest number of votes shall be elected to the Vestry in the order of votes received, provided that such total is at least a majority. In the event that a second or subsequent ballot is required to fill a vacancy or vacancies, the number of nominees shall be limited to twice the number of positions remaining to be filled. Successive ballots shall consist of the nominees who received the next highest tally from the preceding ballot who were not elected. Should there be a tie vote for the last position on any subsequent ballot, the number of nominees to be placed on the subsequent ballot shall be increased to include the two (2) or more nominees whose vote totals were tied.

D. Counting Procedure: Votes for the Vestry shall be counted and compiled by the retiring members of the Vestry with assistance as required.

Section 6 - Special Meetings of the Parish

Special meetings of the Parish may be called when deemed necessary by a majority of the Vestry. Notice of any special meeting, including the purpose, time and location, shall be given by announcement during the morning services, as well as published in the parish newsletter and church bulletin where the vote of the congregation is required. Notwithstanding the publicized purpose of a special meeting of the parish, any other business brought before the congregation may be transacted at any parish meeting.

ARTICLE IV- VESTRY

Section 1 - Size

The Parish Vestry shall consist of twelve (12) persons. The Rotating Vestry System whereby one-third (1/3) of the Vestry shall be elected annually for a term of three (3) years employed. No retiring member of the Vestry shall be eligible for re-election until one (1) year has elapsed, except as set forth in Section 3 of this Article.

The Vestry may also consist of one (1) confirmed youth member of the congregation, who will be elected for a term of one (1) year.

Section 2 - Membership Requirements

Any Communicant who is in good standing (as defined in Article III, Section 3 herein) in this Parish is eligible to serve on the Vestry. Any youth representative to the Vestry must meet this requirement and be at least sixteen (16) years of age or have entered the tenth grade.

Section 3 - Vacancies

- A. Any member of the Vestry who has missed three (3) consecutive meetings may be required to resign from office.
- B. In the case of a vacancy on the Vestry by reason of death, resignation, or other cause, the remaining members of the Vestry shall fill the vacancy from among those eligible to serve under the provisions of this Article by affirmative vote of a majority.
- C. A person elected to fill a vacancy on the Vestry shall hold office until the expiration of that term.
- D. Any person filling an unexpired term of one (1) year or less shall be eligible for the nomination for the Vestry at the end of that term notwithstanding the provisions of Article IV, Section 1.

Section 4 - Meetings

Meetings shall be at regularly determined intervals or upon call of the Rector or as provided under Canon 22(5)(a).

ARTICLE V

OFFICES OF THE VESTRY

Section 1 - Election

- A. The Vestry annually shall elect the Senior Warden from its own members upon nomination by the Rector. Each Vestry also shall elect annually from its own members a Junior Warden. A secretary and treasurer, who may, but need not be, members of the Vestry, may also be elected.

Section 2 - Duties

- A. Senior Warden: In the absence of the Rector, the Senior Warden shall preside at all meetings of the parish and/or Vestry. The Senior Warden shall also assist the Rector in dispatching church business.
- B. Junior Warden: In the absence of the Rector and Senior Warden, the Junior Warden shall preside at all meetings of the parish and/or Vestry. The Junior Warden shall also be responsible for maintaining and repairing all church property. Any single expenditure or repair to the property in excess of five hundred (\$500) dollars must be approved by the Vestry. In the absence of the Treasurer, the Junior Warden shall be authorized to disburse funds.
- C. Secretary: It shall be the responsibility of the Secretary to keep a correct journal of the proceedings of the Vestry and Parish meetings, preserve the records, and deliver them to the succeeding Secretary or Clerk. The Secretary is to deliver to the Vestry minutes of the proceedings of any meeting prior to the next meeting of the Vestry.

D. Treasurer: The Treasurer shall keep a correct set of books, which shall be available to the Vestry at all times for inspection and/or audit. The Treasurer shall submit a written report to the Vestry for each regular Vestry meeting and shall submit an annual written report to the Vestry Finance Committee Chairman for submission to the Parish at the Annual Parish Meeting. The Treasurer shall pay all obligations related to the operation of the church with prior approval from the Vestry. The Treasurer shall research and prepare financial information as requested by the Vestry or the Rector.

ARTICLE VI

OTHER PARISH OFFICES

Section I – Delegates to the Diocesan Convention

Such delegates to the Diocesan Convention as the Parish may be entitled to shall be members elected in accordance with Canon 1, Section 3 of the Diocese to a three-year term. Alternate delegates shall be selected annually by a vote of the Vestry to serve a one year term.

ARTICLE VII

ADOPTION AND AMENDMENT

These by-laws shall be proposed for adoption by the members of Good Shepherd Episcopal Church of Asheboro in a special meeting and, if approved by majority of votes, shall be certified as effective as of the date thereof by the Senior Warden. Amendments to these by-laws may be proposed by the Vestry by notice of any annual or special meeting. Any amendment shall be approved if adopted by a majority vote of the members eligible to vote and present at such meeting.

