

Constitution and Bylaws
of
St. John's Episcopal Church
Logan, Utah

The Episcopal Diocese of Utah
1985, Revised 2017

ARTICLE I

Name and Object

Section 1.1: The Patron Saint of this Church shall be St. John. The Church shall commonly be known as St. John's Episcopal Church. The purpose of this congregation is to provide for the corporate worship of Almighty God, for the spread of His Word, and for meeting the religious needs of its members. The principal place of the activities of this congregation is Logan, Utah. The mission of St. John's is to seek Christ through worship in the Anglican tradition, serve Christ through ministry to the community, and share Christ through fellowship, education, and pastoral care. The community of St. John's Episcopal Church welcomes all those seeking Christ. We emphasize spiritual development through adult exploration and youth education programs. We serve and share Christ through traditional and ecumenical worship, an active campus ministry, and community involvement.

Section 1.2: St. John's is a Mission Church, not separately incorporated, of The Episcopal Church in Utah. This congregation is subject to the Constitution and Canons of both The Episcopal Church and of The Episcopal Church in Utah.

ARTICLE II

Membership

Section 2.1: One who has been baptized according to a Rite of the Anglican Communion or who has been received into this branch of Christ's Holy church by a Bishop, and whose name is recorded in the St. John's Episcopal Church register is a member of the congregation.

Section 2.2: A communicant in good standing of St. John's is a member of the congregation who is regular in attendance at the Eucharist and in the reception of Holy Communion, unless for good cause prevented, and is faithful in working, praying and giving for the spread of the Kingdom of God.

Section 2.3: Voting members of St. John's Episcopal Church are communicants in good standing who are sixteen (16) years of age or over. They may vote in Church meetings and may hold elective or appointive office in the congregation.

ARTICLE III

Parish Meetings

Section 3.1: An annual meeting shall be held each year in January or February at a time and place designated by the Bishop's Committee. The purpose of the meeting shall be to hear the reports of the Cleric in Charge and Wardens of St. John's, receive the report of affiliated clergy, receive the report of the Treasurer, vote to approve the budget, elect members of the Bishop's Committee, elect Delegates and Alternate Delegates to Diocesan Convention, vote on amendments to the Bylaws, and to conduct other business as required.

Section 3.2: Special meetings of St. John's congregation may be called by the Wardens, the Bishop's Committee, the Bishop, or by the petition of one-tenth (1/10) of the voting members of St. John's Episcopal Church. All voting members must be given reasonable advance notice of any special meetings. Two (2) weeks written notice to communicants in good standing is deemed reasonable notice. A quorum shall consist of the voting members present.

Section 3.3: Action at annual or special meetings may be taken by a majority vote of voting members present, except in the case of voting on amendments to these Bylaws as specified in Article IX.

Section 3.4: The Bishop of Utah is ex-officio a member of both St. John's Episcopal Church and the Bishop's Committee. If present, the Bishop may preside at any meeting of the congregation or the Committee.

ARTICLE IV

The Cleric in Charge

Section 4.1: The Cleric in Charge (normally a Priest) is the chief ecclesiastical and administrative officer of St. John's Episcopal Church and, in the absence of the Bishop, may preside at all meetings of the Church congregation and of the Bishop's Committee. The Priest in Charge shall have charge of all phases of the worship of the congregation.

Section 4.2: The Cleric in Charge will have the responsibility for safeguarding and maintaining all official documents of St. John's Episcopal Church.

Section 4.3: The calling of a Cleric in Charge shall be in accord with the Canons and procedures of the Diocese of Utah and of The Episcopal Church.

ARTICLE V

The Bishop's Committee

Section 5.1: The Bishop's Committee shall be composed of the Cleric in Charge, Senior Warden, Junior Warden and other elected lay persons. Lay members serve for three-year terms. The Senior Warden is appointed by the Cleric in Charge, if there is one, and otherwise by the

Bishop. The Committee shall annually elect for its membership one member as Junior Warden. Six elected persons shall sit on the Bishop's Committee, vacancies being filled by election at the Annual Meeting. The Treasurer and Clerk of St. John's Episcopal Church shall be appointed by the Bishop's Committee, when possible from outside its membership. The Treasurer and Clerk shall have a voice but no vote in Bishop's Committee business.

Section 5.2: When there is no Cleric in Charge, the Senior Warden shall have those responsibilities normally associated with the Cleric. At all times, the Senior Warden shall function as the principal lay officer of the congregation, and shall chair meetings of the Bishop's Committee when the Cleric in Charge is absent.

Section 5.3: The Junior Warden shall oversee the building and grounds of St. John's Episcopal Church and the maintenance thereof, and may preside at meetings of the Bishop's Committee in the absence of the Cleric in Charge and the Senior Warden. The Committee may appoint other persons from among its members, to assist the Junior Warden in the maintenance of the Church buildings and grounds.

Section 5.4: The Treasurer shall have the responsibility to collect, care for and disburse all funds of the Church as directed by the Cleric in Charge or the Bishop's Committee, to keep books of account, to submit monthly financial statements to the Committee, to submit annual financial statement to the annual meeting of St. John's congregation, and to perform other duties as provided by Diocesan canons or policies of the Diocese.

Section 5.5: The Clerk of St. John's Episcopal Church shall have the responsibility for the Minutes of all meetings of the Bishop's Committee and congregation.

Section 5.6: In the event a vacancy occurs in the Bishop's Committee, the Committee shall appoint an adult communicant in good standing of St. John's to fill that office until the next annual meeting, at which time an eligible person shall be elected to fulfill the unexpired portion of the term, if any.

Section 5.7: All Wardens and members of the Bishop's Committee shall remain in office until their respective successors have been elected or appointed.

ARTICLE VI

Organization and Duties of the Bishop's Committee

Section 6.1: The Bishop's Committee shall meet as soon as practical after the annual meeting to organize itself. The designation of Senior Warden as well as the election of Junior Warden and appointment of Treasurer and Clerk will be accomplished at the first Committee meeting following the annual meeting.

Section 6.2: The Bishop's Committee has the responsibility and authority to initiate and execute such actions as are needed to promote the objectives of St. John's Episcopal Church in accordance with the Constitution and Canons of the Episcopal Diocese of Utah and the Constitution and Canons of The Episcopal Church. Such powers include, but are not limited to, those to collect and disburse funds, buy and sell personal property, enter into contracts, employ

and discharge, engage in fund-raising, deal with agencies outside the Church, publish documents, set goals and policy for St John's.

Section 6.3: The Bishop's Committee shall not have the power to buy real property or enter into contracts of over one (1) year's term without the consent of the Bishop and the Diocesan Standing Committee.

Section 6.4: The Bishop's Committee shall meet monthly, or as otherwise needed, at such times and places as the Committee shall decide. A quorum shall be constituted of a majority of the elected Committee members.

Section 6.5: All matters coming before the Committee shall be decided by a simple majority of the quorum.

Section 6.6: All meetings of the Bishop's Committee are open to all voting members of the congregation, who may speak, but not vote. Meetings may be closed only when personnel or litigation matters are being discussed.

Section 6.7: A special meeting of the Bishop's Committee may be called by the Bishop or the Cleric in Charge, by either Warden, or by two (2) Committee members.

Section 6.8: The Bishop's Committee may form and dissolve committees as the need arises. Leaders and members of such committees may be drawn from the whole membership of St. John's Episcopal Church.

Section 6.9: If any member of the Bishop's Committee is absent for three (3) consecutive meetings without justification, that office shall be declared vacant and another voting member of St John's congregation selected as a Committee member.

Section 6.10: In the event that the position of Cleric in Charge becomes vacant, the Warden shall notify the Bishop and, having consulted with the Bishop, the Bishop's Committee shall constitute itself, together with such persons as it shall select, and initiate a calling process as prescribed by Diocesan Canons or policies.

ARTICLE VII

Finance

Section 7.1: It shall be the responsibility of the Bishop's Committee to develop goals for St. John's Episcopal Church and to prepare a budget projection according to the Diocesan guidelines to support those goals. The goals and budget shall be reviewed by the Bishop's Committee annually.

Section 7.2: All funds of St. John's Episcopal Church shall be controlled and administered by the Bishop's Committee, with the exception of the Cleric's Discretionary Fund, which shall be administered by the Cleric in Charge. The Committee must approve the opening of any bank account and must approve all signatures on all accounts.

Section 7.3: The fiscal year shall be from January 1 to December 31. The audit of the Church books of account shall be made by the Diocese, and the results of that audit presented to the Bishop's Committee and to the Diocesan Council of the Diocese.

ARTICLE VIII

Elections

Section 8.1: Elections to fill vacancies among members of the Bishop's Committee and Delegates to Diocesan Convention and their Alternates shall be held at each annual meeting.

Section 8.2: At its October meeting, the Bishop's Committee shall appoint a nominating committee whose duty is to provide a slate of at least (1) candidate for each office to be filled at the annual meeting. Additional nominations may be made from the floor at the annual meeting. No person shall be a candidate for any office without his or her consent.

Section 8.3: All elections shall be by secret ballot.

Section 8.4: All those elected to hold office in the congregation must be members in good standing of St. John's Episcopal Church (as per Article II).

Section 8.5: No person shall be considered elected unless that person receives a majority of the votes cast, or a plurality of votes in the case of voting for multiple candidates to fill multiple vacancies.

Section 8.6: Delegates to the Diocesan Convention, and their Alternates, shall be elected each year to serve a term of one (1) year.

ARTICLE IX

Amendments

Section 9.1: The Constitution and Bylaws may be amended at any annual meeting of St. John's Episcopal Church by two-thirds (2/3) majority of eligible votes cast. The review and approval by the Bishop and the Diocesan Chancellor or Vice Chancellor is required prior to the incorporation of such amendment(s) into the Constitution and Bylaws. Written notice must be given to all voting members at least two (2) weeks in advance of the meeting at which any amendment is to be presented. Any voting member may present an amendment for consideration by the congregation. Article XI is excluded from this procedure.

ARTICLE X

Validity of Provisions

Section 10.1: If any Article or Section of this Constitution and Bylaws is rendered invalid by Diocesan Church Canons or by civil law, the remaining provisions are still in force.

Section 10.2: This Constitution and Bylaws, as amended, supersedes all previous rules and procedures of St. John’s Episcopal Church.

ARTICLE XI

Rules of Order

Section 11.1: Save where inconsistent herewith, or inconsistent with The Episcopal Church or Diocesan Canons, the procedure for the governance of Bishop’s Committee meetings shall be the then current edition of Roberts Rules of Order.

The foregoing Constitution and Bylaws of St. John’s Episcopal Church were revised and adopted at an annual meeting of St. John’s Episcopal Church on March 3, 2013 and are subject to the approval of the Bishop of Utah.

Clerk of St. John’s Episcopal Church

REVIEWED and APPROVED by the Bishop of Utah

Bishop of Utah

Date

REVIEWED and APPROVED by the Chancellor

Chancellor

Date