Structure of the Church
Congregational Leadership Conference

"Episcopal Church Polity 101"

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 Chancellor

Why does TEC need a formal church government structure?

- 1,800,000 baptized members (2015)
- 109 Dioceses and three regional areas (2014)
- 17 countries (2014)
- 6,500 Parishes and Missions (2015)
- Nearly 300 active bishops (2014)
- Approximately 7,000 full-time clergy (2015)
- Province of The Anglican Communion
  - 44 regional and national autonomous churches
  - 180,000,000 members in approximately 170 countries

What is Church Polity?

- Webster’s dictionary includes: a specific form of church government
- One of our sister churches says it is “the cloth which binds the churches together in a denomination” (UCC)
- Polity is the manner in which a denomination governs and administers its life and relationships among the individuals, churches and groups within it (UCC)
Three Forms of Church Polity

1. Episcopal – bishop as overseer / hierarchical
2. Congregational – house church / no external authority
3. Presbyterian – council of elders / shared authority

* Episcopal Church polity combines Episcopal and Presbyterian forms of government

TEC Governance – Historic Foundations

- TEC founded in 1780’s after American Revolution
- Church of England required loyalty to the British Crown
- Founders of TEC “accomplished a task of heroic proportions and one for which there were few, if any, ecclesiastical precedents” (White, Dykman)
- TEC Constitution founded on premise that those who are to be governed by ecclesiastical laws have the right to participate in their formulation (White, Dykman)

TEC Governance – History Making Development

- Historic Breakthrough: Significant involvement of laity in governing the Church
- “Without the order of laity permanently making a part of our assemblies, it were much to be apprehended that laymen would never be brought to submit to any of our ecclesiastical laws.” (Wm. White, Memoirs of Protestant Episcopal Church, 1820)
- Many will say this is the signal achievement of the formation of this new church
- Raised the bar for church governance throughout Christianity over the next 200 years
Three Tiers of Church Government

- Top Tier: The General Convention
- Next Level: Dioceses
- Bottom Tier: Individual Parishes

- All Tiers are governed by the Constitution and Canons of The Episcopal Church
- Dioceses also have constitutions and canons, but all must accede to, and are subordinate to, TEC Constitution and Canons

Declaration of Conformity

- All Episcopal clergy — including bishops — take an oath at ordination
- "I solemnly declare that I do believe the Holy Scriptures of the Old and New Testaments to be the Word of God, and to contain all things necessary to salvation; and I do solemnly engage to conform to the doctrine, discipline, and worship of The Episcopal Church" (BCP, pp. 513, 516, 538).

The General Convention

- Highest authority in the Church
- Holds legal supremacy over all other levels of church government
- Keeps and exercises power in a highly centralized form of government
- It can delegate authority to other levels of government which are subordinate to it (e.g., dioceses, parishes)
The General Convention

Structure
- Two Chambers: House of Deputies (clergy and lay in equal representation) and House of Bishops
- House of Deputies is senior house
- House of Bishops initially could not create legislation, only revise, reject or approve
- Both Houses must approve all legislation in exactly the same form
- This includes amendments to TEC Constitution and any changes to TEC Canons
- General Convention meets once every three years

House of Deputies
- House of Deputies is senior house and it elects its own president (clergy or lay) for a 3 year term
- Up to four clergy and four lay deputies are elected by each diocese
- Each diocese entitled to same number of deputies, regardless of size of diocese
- Deputies are not representatives of their dioceses, but vote their consciences

House of Deputies: Vote by Orders
- Some matters require, but all may be voted on, by separate but concurring votes of the two orders
- In a vote by orders, a measure must be approved by a majority vote in both the clergy and the lay order
- To pass in lay order: measure must receive 3 or 4 yes votes
- If the lay deputation splits and votes 2 yes and 2 no, the measure is defeated in that deputation and constitutes a 'no' vote
- The same rules apply to the clergy deputies of a given deputation
House of Deputies: Vote by Orders

- For a measure to pass in the House of Deputies on a Vote by Orders:
  - Each diocese has one clergy order vote and one lay order vote
  - The measure must be approved by a majority vote of the clergy and lay orders
  - Examples: if there are 100 lay deputations and 94 vote "yes", 46 vote "no" and 10 are split, the measure fails in the lay order

House of Bishops

- House of Bishops is headed by Presiding Bishop
- Presiding Bishop is elected by House of Bishops and consented to by House of Deputies
- PB has a 9 year term
- PB is also administrative head of TEC and Primate for purposes of Anglican Communion
- All bishops -- active or retired -- are entitled to vote in the House of Bishops

General Convention: Powers

- Only General Convention can revise the Book of Common Prayer
- Only General Convention can amend TEC Constitution (requires the affirmative vote of two successive conventions and notice to dioceses)
- It adopts a budget for TEC for the next 3 years ("triennium")
- Sets rules for clergy ordination and discipline
- It may establish an ultimate Court of Appeals on Doctrine, Faith or Worship, but has never done so
General Convention: Powers

- There are no courts which are charged with interpreting TEC constitution and canons
- The only courts that exist have been formed to deal with clergy discipline
- General Convention is "the ultimate hierarchical legislative and juridical authority" (R. Royce, affidavit 2006)
- General Convention "possesses unlimited legislative authority and is the highest authority for questions of Doctrine, Discipline and Worship of TEC." (R. Wright, affidavit, 2006)

General Convention: Powers

- It has established business practices which are binding on church entities, including dioceses and parishes
- New dioceses can be formed only with the consent of General Convention
- New dioceses must agree in writing to accede to TEC constitution and canons
- A diocese can not withdraw from TEC without General Convention action (official and majority view)

TEC's Corporate Status

- The Episcopal Church is a voluntary unincorporated association headquartered in New York
- It has a 501(c)(3) church/non-profit tax designation which is an umbrella designation and can be used by all TEC-related or controlled entities (e.g., dioceses, parishes)
- TEC controls a non-profit corporation, The Domestic and Foreign Missionary Society, which owns much of the property and assets of the church
Dioceses: Structure
- A diocese is a regional, geographically-defined unit of governance which is subordinate to the General Convention.
- Each Diocese elects its own bishop, subject to consent of other bishops with jurisdiction and diocesan standing committees.
- It is governed by its bishop and a legislature, often referred to as a "convention" or "synod".
- Each diocesan convention adopts and amends its own constitution and canons, provided that such constitution and canons do not conflict with TEC constitution and canons.

Dioceses: Convention
- The diocesan convention or synod consists of all clergy canonically resident in the diocese.
- And delegates elected or appointed from the parishes and missions of the diocese, usually based on size.
- The diocesan convention:
  - Elects clergy and lay members of the standing committees/council.
  - Usually elects or consents to the appointment of members of the diocesan clergy disciplinary board.
  - Approves the budget of the diocese.
  - Elects the bishop of the diocese.
  - May amend diocesan constitution and canons.

Dioceses: Bishops
- The ecclesiastical authority of a diocese is its elected bishop.
- The bishop is the temporal and spiritual head of the diocese.
- The bishop is part of the historic, apostolic succession.
- The election must be consented to by a majority of diocesan Standing Committees and Bishops with jurisdiction.
- Subject to canonical restrictions, a diocese may elect one or more suffragans or assisting bishops or a bishop coadjutor who will become the next diocesan bishop when the current bishop retires.
Dioceses: Standing Committee

- Each diocese is also governed by a standing committee of clergy and lay persons
- The standing committee
  - acts as a council of advice to the bishop and shares some governance responsibilities
  - acts as the ecclesiastical authority in the absence of a bishop
  - recommends persons for ordination
  - must approve alienation and encumbrance of real property owned by a parish

Dioceses: Executive Council

- Most dioceses also have elected Executive Councils
- Councils tend to deal with real property ownership, asset holding and management and programming
- Often councils are set up as non-profit corporations

Dioceses: Corporate Entities

- Many dioceses have non-profit corporate entities which they control with respect to owning property and other assets
- All such non-profit corporate entities must also accede to TEC and diocesan constitution and canons
Parishes and Missions
- The lowest level of governance is an individual parish or congregation.
- All parishes must accede to the constitution and canons of TEC and the diocese.
- Parishes may not alienate or encumber real property without diocesan approval.
- The rector is responsible for worship, spiritual and temporal affairs of the parish.
- The rector controls the building used by the parish.
- Business and financial affairs are controlled by the vestry.
- The vestry calls the rector, subject to approval of the diocesan bishop.
- The rector presides at vestry meetings.

Parishes
- A parish may be admitted to a diocese only by action of the diocesan convention.
- A parish may withdraw from the diocese only with the consent of the diocese (majority view).
- Persons who leave the diocese may not take real property with them under any circumstances (majority view).
- Parish members elect the vestry.
- Parish members do not approve the budget of the parish.
- A pastoral relationship between the rector and the vestry can not be terminated by either party, only by a dissolution negotiated by the bishop.

Parishes: Corporate Status
- Many dioceses permit parishes to incorporate as non-profit corporations.
- Dioceses must approve articles of incorporation and amendments.
- As such, parishes may own their own real property.
- As such, the diocese may be shielded from liability for parish obligations.
- Any such civil/religious entity is subject to TEC and diocesan constitution and canons.
- In some dioceses, parishes are unincorporated associations but still own their own property.
- The parish may not alienate or encumber its property without the consent of the bishop and standing committee of the diocese.
Governance: Provinces

- There are 9 provinces which are primarily networks for ministry cooperation
- Province IX consists of non-USA dioceses
- Each province elects one clergy and one lay person to serve on the TEC executive council
- Each province establishes a court of review for appeal of clergy disciplinary matters from a diocese within the province

Governance: Executive Council

- The Executive Council is composed of the Presiding Bishop, President of the House of Deputies and members elected by the Provinces and by General Convention
- It is charged with carrying out the mission of the church between General Conventions
- It is bound by the triennial budget approved by the General Convention

Governance: CCAB

- There are several committees, commissions, agencies and boards that work during the triennium between General Conventions to further the ministry of the church.
- Members are appointed by the President of the House of Deputies and the Presiding Bishop; some appointments are confirmed by General Convention
- Most CCAB reports to the Executive Council and General Convention and often recommend legislation or constitution or canonical changes
Keep On Trekking...

- The 2015 General Convention reduced the number of standing commissions to two:
  - Liturgy and Music
  - Structure, Governance, Constitution and Canons
- Almost all the other commissions became task forces which likely run for 3 years at a time
- It is examining the very structures you have just become experts on... and who knows what the polity of the church will look like in a few years?

Sources and Bibliography

- Thank you to the following:
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  - M. Rostel and D. Beene, *Appeals Brief, Quincy vs. TEC*, 2014
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The Episcopal Diocese of Kentucky

Structure of the Episcopal Church, the Diocese of Kentucky, and its Parishes and Missions
Congregational Leadership Conference

OBJECTIVE
Within the time allotted, registrants should become familiar with the structure of the Episcopal Church and the place within the Church of the Diocese of Kentucky and each of its parishes and missions. This segment will refer to the principal governing documents for each organization: the Constitution and Canons of Church and the Charter and Canons of Diocese of Kentucky.

I. STRUCTURE OF THE EPISCOPAL CHURCH. SO, WHAT IS THE EPISCOPAL CHURCH?

A. The Church is its Members. The Book of Common Prayer provides that Holy Baptism is the full initiation by water and the Holy Spirit into Christ's Body in the Church.

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 an Episcopal Church or in another Christian Church and whose baptisms have been duly recorded in an Episcopal Church, are “members” of the Episcopal Church. GC Canon I.17.1(a). Members of 16 years of age and over are “adult members”. GC Canon 17.1.1(b). The GC Canons I.17.2 and 3 are more specific.

2. Non discrimination. “No one shall be denied rights, status or access to an equal place in the life, worship, and governance of this Church because of race, color, ethnic origin, national origin, marital status, sex, sexual orientation, disabilities or age, except as otherwise specified by Canons.” GC Canons I.17.5 and III.2.

B. The Church is a General Convention. The Constitution establishes a General Convention as its governing body. The General Convention is composed of a House of Bishops and a House of Deputies.

1. The General Convention meets not less than once every three years and may hold special meetings as called. Const. Art. I.7; GC Canons I.1.4 and I.1.3. When in session, it, inter alia, adopts a tri-annual budget, elects (once every three years) a Presiding Bishop, considers and may adopt proposed amendments to the Constitution and Canons, and takes other actions (such as statements on social issues) through the adoption of Resolutions.

The House of Bishops is composed of more than 300 Bishops. Const. Art. I.2, including the 8th Bishop of Kentucky, Terry Allen White, and the 6th Bishop of Kentucky, David Reed. The Presiding Bishop, Katherine Jefferts Schori, is President of the House of Bishops.

The House of Deputies is composed of Clerical and Lay Deputies elected to represent the 99 domestic Dioceses and 10 overseas area Missions including Convocation of the American Churches in Europe which have been admitted to union with the General Convention. Const. Art. I.4; GC Canon 1.1.4. Each Diocese is represented in the House of Deputies by four clergy deputies and four lay Embracing Christ, Engaging the World
deputies. The deputies from the Diocese of Kentucky are elected by the Diocesan Convention.

C. The Church is a Corporation. The Episcopal Church performs its temporal acts through a New York corporation, “The Domestic and Foreign Missionary Society of the Protestant Episcopal Church in the United States of America” incorporated in New York in 1821. This corporation, whose federal tax identification number 13-5562208, is recognized for federal and state income tax purposes as a “central organization holding a group exemption letter, whose subordinate units covered by the group exemption” are exempt from income taxation and reporting and are included as having contributions by their donors deductible from the donors’ income taxes, even though the subordinate units are not separately listed with the IRS. “Subordinate units” include dioceses, parishes and missions, and subsidiary entities which are “in communion with the Church”.

D. The Church is its Ministers. GC Canon III.1.3 recognizes four orders of ministry, one lay and three ordained.

1. Ministers of the Laity.
   a. All baptized persons are called to ministry in Christ’s name to serve the Church’s mission. GC Canon III.1.1.
   b. GC Canons III.4.1 through III.4.9 authorize licensure of lay persons as Pastoral Leaders, Worship Leaders, Preachers, Eucharistic Visitors, Evangelists and Catechists.

2. The Diaconate.
   a. Deacons serve under and are accountable to the Bishop or Ecclesiastical Authority. GC Canons III.7.1.

3. The Priesthood.
   a. Engagements of Priests. GC Canon III.9
      (i) Calling to serve as a Rector in a Parish. GC Canon III.9.3(a). Only a Parish Vestry can call a Rector, but vestry must give diocesan Bishop not less than 60 days to “communicate” with the vestry before a call, GC Canon III.9.3(a), a candidate for Rector may not be called from another diocese until Letters Dimissory from the former diocese have been accepted in the new diocese, GC Canon III.9.4(b), and the Bishop has issued a license to the priest to minister in the diocese. GC Canon III.9.6(a).
      (ii) Priests-in-Charge. Appointed by Bishop in consultation with vestry or bishop’s committee when there is no Rector or Vicar. GC Canon III.9.3(b). Once installed, a Priest-in-Charge shall exercise the duties prescribed for a Rector subject to the authority of the Bishop.
      (iii) Assistants in Parishes. Assistant ministers are selected by the Rector and report to the Rector but become employees of the parish corporation. GC Canon III.9.3(c).

4. Specific Duties of Rectors and Priests-in-Charge. GC Canon III.9.5.
   a. They have full authority w/r/t conduct of worship and spiritual jurisdiction of parish subject to BCP, Constitution and GC Canons, diocesan Canons and Embracing Christ, Engaging the World
pastoral directions of the Bishop. GC Canon III.9.5(a)(1). They have authority to exclude worship functions by others. GC Canons III.9.6(b and c).

b. Entitled to use and control of parish buildings and “appurtenances” and access to all records and registers maintained by or on behalf of congregation. GC Canon III.9.5(a)(2).


c. Instruct w/r/t doctrine, discipline and worship of the Church. GC Canons III.9.5(b)(1 – 5).

d. Rector’s discretionary fund. GC Canon III.9.5(b)(6).

e. Read and communicate Pastoral Letters and Position Papers to congregation. GC Canon III.9.5(b)(7 and 8).

f. Maintain Parish Register. GC Canon III.9.5(c).

g. Release, Removal and Reconciliation with vestry provided for in GC Canons III.9.6(d) and III.9.7 to III.9.13. Each of these situations involves the Bishop.

II. STRUCTURE OF THE DIOCESE OF KENTUCKY. WHAT IS THE DIOCESE OF KENTUCKY?

A. It is the geographical portion of the Church located in the Western half of Kentucky (Ky. Canon 2), which “accedes to and recognizes itself as subject to the Constitution and Canons of the Protestant Episcopal Church in the United States of America, as presently adopted and as hereafter amended by the General Conventions” of the Church. Ky. Canon 1. In ecclesial history, the Diocese is the only local unit of the Episcopal Church and it has 30+ local locations, called congregations.

1. The membership of the Diocese consists of all Baptized Lay persons enrolled in congregations of the Diocese and all Bishops and Clergy of the Church who are canonically resident in the Diocese. Ky. Canon 3.2.

B. It is a Convention composed of Clergy and Lay Deputies who are elected by their congregations. It meets at least annually. Ky. Canon 4.1

1. The Bishop of Kentucky is, ex officio, the President of the Convention and the Presiding Officer of the Convention, when in attendance and not entering into debate. Ky. Canons 4.1 and 7.1.

a. The composition, from time to time, and meetings of the Convention are provided for in Ky. Canons 4, 5, 6 and 8.

b. All clergy canonically resident in diocese are deputies to Convention.

c. Each parish, mission and recognized ecclesial community which is in communion with the Diocese elects from one to five lay deputies to Convention depending upon its number of adult member communicants in good standing. Ky. Canon 4.3.

d. The Convention adopts an annual budget for operation of the Diocese, amends Canons governing the temporal affairs of the Diocese and each of its

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parishes, missions, etc., and may adopt guidance in the form of Resolutions for mission and ministry.

C. It is a corporation. The property of the Diocese is held by, and during the recess of the Convention the temporal affairs of the Diocese are conducted in the name of, a Kentucky religious, non-profit corporation created by its Charter, or articles of incorporation, of record in the Office of the Secretary of State of Kentucky and named “The Protestant Episcopal Diocese of Kentucky, Inc.”. Ky. Canon 3.1. A copy of the current Charter of the diocesan corporation is found in the 2017 Journal at pages D36 to D39 and through a link on the diocesan website.

1. The corporation’s powers are, however, limited by the provisions of the Constitution and Canons of the Church and the Canons of the Diocese. Ky. Charter Art. IV.4.

2. The corporation is managed by its board of directors, which is named Trustees and Council (“T&C” in this outline). Ky. Charter Art. V.1; Ky. Canons 17.1, 17.5 and 17.6.

   a. T&C is composed of the Bishop as President, the Secretary of the Diocese, the Treasurer of the Diocese, the Chancellor of the Diocese, six (6) Lay adult member communicants in good standing elected by the Convention for three year staggered terms, six (6) Presbyters elected by the Convention for staggered three year terms, one Lay youth between 14 and 18 nominated by the Bishop and confirmed by T&C, up to three (3) other Lay persons nominated by the Bishop and confirmed by T&C, and one (1) Deacon nominated by the Bishop and confirmed by the Convention. Ky. Charter Art. V.2; Ky. Canon 17.1. Elected members of T&C may serve two consecutive terms, in addition to unexpired terms, but then may not be reelected until at least one year has elapsed. Ky. Canon 17.2.

   b. T&C prepares and submits to the Convention for approval a unified, annual budget for the operation of the Diocese and the Diocesan office, and to promote existing and new ventures in mission and ministry in the diocese, the nation and the world. Ky. Canon 16. The largest part of the revenues for each such budget is comprised of pledges from each Parish, Mission and Congregation of the Diocese.

CI. STRUCTURE OF PARISHES AND CONGREGATIONS. CONGREGATIONS “IN UNION WITH THE DIOCESE OF KENTUCKY” CONSIST OF PARISHES, AIDED PARISHES, ORGANIZED MISSIONS AND ECCLESIAL COMMUNITIES.

A. The Establishment of new Parishes and Congregations, which can include missions and “ecclesial communities”, is left to the several diocesan conventions, as well as their “boundaries”. GC Canons I.13.1(a) and I.13.3. Christ Church Cathedral is considered for most purposes as a parish. St. Luke’s Chapel at the Episcopal Church Home in Louisville is an example of an ecclesial community.

B. Admission of Parishes into Convention. The recognition of a congregation as a Parish in union with the Convention is provided for in Ky. Canon 19.

1. A congregation is required to prove that it has sufficient members and will be, and will remain, financially self supporting as a condition to being admitted to the diocesan convention as a Parish. Ky. Canons 19.2 and 19.3.

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2. Ky. Canon 19.1 provides that each parish shall be organized as a religious corporation, without members, under Kentucky’s religious, non-stock, non-profit corporation statutes, KRS 273.160 to KRS 273.401 and 273.600 to 273.645.

3. A Parish desiring reception into union with the diocesan convention must show that its articles of incorporation provide that the Parish is bound by the Constitution and Canons of the Church and the Canons of the Diocese and will adhere to the “doctrine, discipline and worship of the Church and the Church in the Diocese”. Ky. Canon 19.1.

C. Parishes are authorized to own their real and personal property in the corporation’s name, but included, *inter alia*, in the doctrine and discipline of the Church are the “Dennis Canons”. GC Canons I.7.4 and II.6.4 provide that all real and personal property of the parish is subject to a trust in favor of the Church and the Diocese. GC Canons I.7.3 and II.6.2 and 3 provide that no part of the real property may be sold or alienated without the prior written consent of the Bishop and the Standing Committee of the Diocese. Ky. Canon 23.6 restates this provision. GC Canon II.6.4 provides that no consecrated church or chapel may be removed or altered for common use without the previous consent of the Standing Committee of the Diocese. Ky. Canon 15.7 goes further to restrict vestries from incurring large amounts of debt without the approval of the Bishop and either the Standing Committee or the Finance Committee of the Diocese.

D. Parishes may not amend their articles of incorporation or file amendments with the state without first receiving prior written approval of the amendments from the Bishop and either the Chancellor or the Vice Chancellor. Ky. Canon 23.6.

E. Parishes are required to adopt bylaws for internal governance. Such bylaws are to be discussed with the Canon to the Ordinary and reviewed by either the Chancellor or the Vice Chancellor. Diocesan Policy Manual V.D.

F. Upon failure to meet parish, or aided parish, criteria, a parish ceases to exist as a parish of the Diocese, but may continue as a mission congregation, and the parish’s real and personal property is to revert to the Diocese. Ky. Canons 19.4, 19A.2(d) and 19A.3(c).

G. Merger and Consolidation of congregations is provided for by Ky. Canon 20. Ky. Canon 22.3 allows for a transition composition of the Vestry of a Parish following a merger or consolidation.

H. Aided Parishes. The diocesan Convention may establish a congregation as an aided parish as an intermediate status between the status as an organized mission and a parish based upon its ability to pay at least 75% but less than 100% of its budget from its own resources for not more than five years. Ky. Canon 19A.

I. Organized Missions and Ecclesial communities.

1. A congregation may be recognized by the Bishop as either a Mission or as an Ecclesial Community. Ky. Canon 18.1.

2. A mission congregation becomes an Organized Mission or Ecclesial Community with right to representation in the diocesan convention when: it has 10 or more adult confirmed lay members; the members accede to the Constitution and Canons of the Church and the Canons of the Diocese; it has sufficient financial support; and, it is recognized by the Standing Committee. Ky. Canon 18.2.

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3. Upon recognition, the Bishop names the Congregation, is nominally its Rector and appoints, and reappoints annually, a Warden and a Bishop's Committee and a Vicar or Priest-in-Charge. When so organized the Secretary of the Diocese enrolls the Congregation in the Convention with one lay deputy vote. Thereupon the mission or ecclesial community is expected to “sustain its own life, make provision for regular worship, and to participate in diocesan life”. Ky. Canons 18.3 and 18.4. Ky. Canon 18.3 directs the Bishop’s Committee to “perform the duties of a Vestry”. (See below).

4. Mission congregations are unincorporated associations of their members. Title to all real and personal property of Missions shall held be in the name of the Diocese, even such property which has been originally purchased in the name of the congregation. Ky. Canon 18.7.

5. Parishes may establish “parochial missions”, subject to separate provisions for organization and governance. Ky. Canon 18.5.

IV. MANAGEMENT OF PARISHES AND VESTRIES.

A. The GC Canons leave the number, mode of selection and term of office for members of vestries to diocesan Canons and state law. GC Canon I.14.1. The Vestry of each Parish in the Diocese of Kentucky shall consist of not less than 3 nor more than 21 “communicants in good standing” over the age of 16 in the Parish who are elected by the “communicants in good standing” of the congregation of the Parish at annual meetings of the congregation. Ky. Canons 22.1, 21.1 and 21.2. The congregation may reserve one-year seats on the vestry for persons between 16 and 18. Absent specific provisions in the articles of incorporation or by-laws of the parish providing for one year terms, vestry members serve staggered, three year terms and are not eligible for a second elected term until at least one year has elapsed after they have completed an elected term. Ky. Canon 22.1. In the event of vacancies, the remaining members of a Vestry may elect successors to serve out unexpired terms. Ky. Canon 22.1. Vestry members who fail to serve may be replaced by the remaining members. Ky. Canon 22.2(b).

1. Each year, the Vestry shall hold an organization meeting following the election of new members at which they shall elect, out of their number, a Senior Warden, a Junior Warden and a Secretary, and they shall elect a Treasurer who need not be an elected member of the Vestry. Ky. Canon 22.2(a).

   a. The duties of the Vestry member elected as its Secretary are set forth in Ky. Canon 23.4.

   b. The duties of the Treasurer of the Parish are set forth in Ky. Canons 23.5 and 15.5.

B. Pursuant to GC Canon I.17.8, Wardens, Secretaries, Treasurers and other persons who accept the responsibilities as officers of parish vestries are obligated to perform their duties in accordance with the Constitution and Canons of the Church and of the Diocese.

C. The Rector of the Parish is an ex officio member of the Vestry, with a vote, and serves as its Presiding Officer. GC Canon I.14.3 and Ky. Canon 23.3. In the absence of the Rector, or when the Rector has entered into debate on a motion, the Senior Warden, or in her absence the Junior Warden, shall preside, or in the absence of both, the Vestry may appoint a

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presiding officer pro tempore. Ky. Canon 23.3. The Rector may call special meetings of the Vestry upon "reasonable notice. Ky. Canon 23.3

1. The calling of a Rector is referred to in Ky. Canon 23.2 and detailed in GC Canon III.9.3(a). The dissolution of the pastoral connection between a Parish and its Rector is described in Ky. Canon 24 and in GC Canon III.12.

2. Compensation of Rectors and other clergy in a parish is described in Part II of the Diocesan Policy Manual which can be found at www.episcopalky.org/about-us/policy-manual-appendices.html.

D. Specific Role of Vestry members.

1. The vestry of every Parish serves as the agent and legal representative of the Parish in all matters concerning its corporate property and the relations of the Parish to its Clergy. GC Canon I.14.2.

2. Ky. Canon 23.1 goes further to provide that the Vestry has a duty to provide for and regulate the temporal, or business, affairs of the parish in accordance with Ky. Canon 15 (Business Methods, see below), to "cooperate with" the Rector for the promotion of the spiritual welfare of the Congregation, and to raise and pay promptly the money stipulated for the congregation's Ministers or clergy in charge.

E. Business Methods in Church Affairs. Previous sections of this outline identify "specific" roles of rectors and priests-in-charge (Sect. I.4) and of vestries (above). GC Canon I.7.1 sets forth uniform business and financial requirements for all Church entities, including parishes and missions. Ky. Canon 15 restates the provisions of the General Canon and goes further to require two signatures on every check or other instrument of transfer of funds over $300.00, except for clergy discretionary accounts. All Wardens and Treasurers should be know the specifics of, and, if needed, assist their ministers and employees (if any) to comply with, all of these regulations and duties. The Church office in New York publishes a "Manual of Business Methods in Church Affairs" which can be downloaded from the Diocese's website at http://www.episcopalky.org/resources-for-church-finance-management.html.

F. Civil Law. The Kentucky religious corporation laws, found in KRS c. 273, provide supplemental organizational guidance for Vestries, to wit: under civil law the Vestry serves in the capacity of the board of directors of the parish corporation, with the associated fiduciary responsibilities and standards of conduct provided therein for boards of directors. KRS 273.207 to 273.223, KRS 273.377, and 273.600 to 273.645. The Parish's Articles of Incorporation may provide for limitations on the liability of Vestry members, serving as members of its board of directors. KRS 273.248. Federal civil law provides immunity from suits for all volunteers (i.e., not paid employees such as Rectors or office staff) acting within the scope of the volunteer's responsibilities for the parish, except when operating a motor vehicle, engaging in gross negligence or acting in violation of law. 42 U.S.C. 14501 to 14505. All such supplemental authority from the civil law is subject to compliance with the Constitution and Canons of the Church and the Canons of the Diocese. GC Canon I.17.8.

V. FINANCIAL SUPPORT OF THE MINISTRY OF THE CHURCH.

A. The General Convention of the Church adopts at each triennial meeting a general convention expense budget, including an assessment formula upon each Diocese to fund the

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budget. GC Canon I.8. Each diocese in union with the General Convention is billed annually for its portion of the resulting budget.

B. The Diocese of Kentucky operates with a unified budget to cover the expenses of the Episcopate and the diocesan office, and to promote existing and new ventures in mission and ministry in the diocese, the nation and the world. Ky. Canon 16.1. Each annual budget is proposed by T&C to the diocesan Convention and is subject to approval by the diocesan Convention. Ky. Canons 16.1 and 16.2. To support the diocesan budget, each Parish, organized mission and other ecclesial community is assessed a minimum of 13% of its canonical income. Any congregation may increase that percentage amount by vote of its vestry or bishop’s committee.

VI. RIGHTS AND REGULATIONS RESPECTING THE LAITY.

A. As noted above (part I.A of this outline), GC Canons I.17.1, I.17.2 and I.17.3 define the laity of the Episcopal Church as members of parishes or congregations. Rectors, or other clergy in charge of parishes and missions, are required to maintain accurate parish registers, and to submit them to the Bishop for inspection during every visitation. Ky. Canon 28.2.

B. Ky. Canons 21.2 and 3.2 limit the members of the congregation who can vote at meetings of a Parish to those adults whose membership (baptisms, confirmations, receptions and reaffirmations) are enrolled in the Parish register and who, in addition, “have in some way contributed to the support of the Parish”. See Ky. Canon 27.2. These voters, once calculated and reported in parochial reports, are qualified to be elected as lay deputies to the diocesan Convention and their number in each parish determines the number of lay deputies the parish may seat in the Convention. Ky. Canon 4.3.

C. Lay members may move their “certificates of membership” from one Parish to another. GC Canon I.17.4. Any member of one congregation who has attended another congregation, or intends to attend another congregation, for one year or more shall cause his or her certificate of membership, or “letter of transfer”, to move from the former congregation to the new congregation. Ky. Canon 27.2. Any enrolled member who, through no fault of his or her own can not obtain a certificate of membership from a former parish or mission may still have his or her membership status recorded in a new parish or mission. GC Canon I.17.4(c). Communicants of the other Churches of the Anglican Communion and of the Evangelical Lutheran Church in America (and the Old Catholic Churches of the union of Utrecht, the Philippine Independent Church and the Mar Thoma Syrian Church of Malabar) may be recognized as members and communicants of parishes and missions in the Episcopal Church, GC Canons I.17.4(d) and I.20, “so far as the same may be made applicable”.

D. Duty to live Christian Life. “It is the duty of every member of this Diocese to live in harmony with the responsibilities of that member’s Baptism and to be faithful in working, praying and giving for the spread of the Kingdom of God. It is the duty of every member to live in the daily exercise of worship.” Ky. Canon 27.1. “It shall be the duty of every communicant of a parish to attend the services and to support financially and otherwise, according to such communicant’s ability, the work of the Congregation, Diocese, and work outside the Church as will contribute to the spread of the Kingdom of God”. Ky. Canon 27.2.

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