CANON 11.
Election and Organization of Vestries, and Call of Congregational Meetings.

Section 1. Each parish shall elect a Vestry of not less than three nor more than twenty-four members.

Section 2. The election of Vestry members shall be held annually on the first Monday in Advent or on such other date as may be determined by the Vestry. If the election be unduly delayed, the same may be held and at such time as the Ecclesiastical Authority may order.

Section 3. Vestry members may be elected for a term not to exceed three years. A Vestry Member who has served a three-year term shall not be eligible for re-election until the expiration of one year, or such longer period of time not to exceed three years as may be determined by each parish. The Vestry members elected and qualified under this Canon shall serve until their successors are elected and have qualified.

Section 4. Only persons who are confirmed adult communicants of the parish in good standing, as defined in Canon 1.1 of the Canons of the Protestant Episcopal Church in the United States of America, for at least one year preceding the election shall be eligible for election as Vestry members. Should any dispute or question arise as to a nominee's eligibility, the Rector or clergy person in charge, or if there be neither then the Senior Warden, after consultation with the treasurer of the parish, shall decide whether a nominee is eligible for election to the Vestry.

Section 5. All confirmed communicants and adult baptized members belonging to the parish, who for at least three months preceding the election have been regular worshipers in the parish and regular contributors to its financial support by pledge, subscription, or some other method by which they shall be known to the treasurer of the parish, shall be entitled to vote in the election of Vestry members.

Section 6. Due notice of the time and place of election shall be given to the congregation of every parish in which an election of Vestry members is to be held.

Section 7. The voting shall be by ballot in person, in such form or by such method as shall be approved by the meeting, except that the following persons may vote by absentee ballot if they are otherwise qualified to vote in the election:

(a) Any person who will, in the regular and orderly course of his or her business, profession, or occupation, or while on vacation, be absent from the county or city in which the parish is located on the day and at the time that the election is held.

(b) Any person who is ill or physically unable to attend the election.

Any person persons wishing to cast an absentee ballot shall apply to the chair of the teller committee or to the Senior Warden who shall, in consultation with the Rector or clergy person in charge, determine the person's eligibility applicant to cast an absentee ballot. All absentee ballots shall be secretly made in writing, sealed in a signed envelope and delivered to the chair of the teller committee or to the Senior Warden at least twenty-four (24) hours prior to the election.

Section 8. The officer presiding over the meeting may appoint, or the voters may choose, three persons to act as tellers and judges of the election. Should any dispute of question arise as to a voter's eligibility, the tellers and judges shall determine whether the voter is eligible to vote.

Section 9. Written notice shall be sent to the Ecclesiastical Authority that the Vestry election has been held, and the persons elected shall take office January 1st following the election. If for any reason the election is not held until after January 1st, the persons elected shall take office immediately.

Section 10. Before assuming office, every person chosen as a Vestry member shall qualify by subscribing the following declaration and promise:

> **"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; and I promise that I will faithfully serve as a member of the Vestry of _____ Church in _____ City/County, according to my best knowledge and skill."**

No person shall act as a Vestry member until this declaration and promise have been subscribed to. This declaration and promise shall also be subscribed to by any person who has previously served as a Vestry member and is later re-elected.

Section 11. At its first regular meeting after election, the Vestry shall elect a secretary, a Senior Warden, a Junior Warden, and a treasurer of the parish. The Wardens shall be members of the Vestry. The persons so elected shall continue in office until their successors are elected and qualified. All Vestry meetings shall be opened with prayer. A majority of those Vestry members elected shall constitute a quorum for the transaction of business.

Section 12. All Vestry meetings shall be subject to call by the Rector or clergy person in charge; but if the Rector or clergy person in charge fails to call a meeting when requested to do so by two Vestry members, such Vestry members may themselves call a meeting.

Section 13. The Rector or clergy person in charge, when present, shall preside at all meetings of the Vestry. In the case of a tie vote of the Vestry members present

on any matter, the Rector or clergy person in charge shall then have the right to cast the deciding vote, except where the Rector or clergy person in charge has a conflict by virtue of a personal interest.

Section 14. In case of a vacancy in the Vestry, the remaining members may elect a qualified member of the congregation to fill the vacancy. If for any reason a Vestry member fails to attend six consecutive and duly called meetings of the Vestry, his or her seat shall automatically and immediately become vacant and the remaining members of the Vestry shall elect a qualified person to fill the vacancy and complete the unexpired term.

Section 15. In addition to the annual meeting of the parish for the election of Vestry members, other meetings of the congregation may be called by the Rector or clergy person in charge; by the Vestry; or by any three members of the parish. No meeting shall be convened unless public notice of the time and place of the meeting has been provided a reasonable time in advance of the meeting.

Section 16 The Rector or clergy person in charge, when present shall preside at all meetings of the congregation, except in matters of personal concern or where necessity requires that a presiding officer be elected by the members. If the Church is without a Rector or clergy person in charge, the meeting shall be presided over by one of the Wardens or, in their absence, by a Vestry member selected by the Vestry.

Section 17. At any meeting of the congregation, ten percent of the qualified voters of the parish shall constitute a quorum to transact business.