

**BYLAWS**  
**Christ Church + Washington Parish**  
**The Diocese of Washington**

**ARTICLE I. ~~OF~~ PARISH MEETINGS**

**Section 1: Annual Meetings**

Each year in January or February at a date, time, and place ~~and on such date as~~ the Vestry shall determine, there shall be an ~~annual meeting~~ Annual Meeting of the voting members of the ~~is~~ Parish for the election of members of the Vestry and for the transaction of such other business as may lawfully come before the meeting. ~~By direct mail or e-mail~~ At least ~~at least fifteen (15) fourteen~~ days prior to the ~~annual meeting~~ Annual Meeting, the ~~Clerk of the Vestry~~ shall give written notice of the date, time, and place to all known members of the Parish. Notice may be provided electronically.

**Commented [BJ(1):** New format is more efficient and decreases the page count of the Bylaws.

**Commented [BJ(2):** Standardized references to the “Annual Meeting” and “Special Parish Meetings” throughout. Together, they are referenced as “Parish meetings.”

**Commented [BJ(3):** Standardized numerical references throughout.

**Commented [BJ(4):** Adjusted several deadlines, so that they are more intuitive and consistent.

**Commented [BJ(5):** Standardized references to the Clerk throughout.

**Commented [BJ(6):** Added at the recommendation of the Chancellor to conform to the requirements of Canon 47 of the EDOW canons. (Sec. 4704(b))

**Commented [BJ(7):** Made consistent with language in Art. 1, Sec. 1 to make it clear that the notice provisions for the Annual Meeting and Special Parish Meetings are the same.

**Section 2: Special Parish Meetings**

A ~~Special Parish~~ Special Parish Meeting may be called by the Rector, the Senior Warden in the absence of the Rector, ~~or~~ by four or more members of the Vestry, or by one-third of the voting members of the Parish who file a petition with the Clerk. At least ~~upon ten (10) days~~ seven days prior to a Special Parish Meeting, the Clerk shall give written notice of the date, time, and place to all known members of the Parish. Notice may be provided electronically. ~~from the Clerk to each voting member of the Parish, such notice to state the business to be considered and the date, time, and place of the meeting.~~

**Commented [BJ(8):** Standardized references to the Wardens throughout.

**Commented [BJ(9):** Added at the recommendation of the Chancellor to conform to the requirements of Canon 47 of the EDOW canons. (Sec. 4704(e))

**Section 3: Presiding Officer**

The Rector shall chair all Parish meetings. In the absence of the Rector, the Senior Warden shall preside. In the absence of the Rector and the Senior Warden, the Junior Warden shall preside. In the absence of the Rector, ~~Senior and both~~ Senior and both Warden, ~~and Junior Wardens~~, a member of the Vestry chosen by a majority of the Vestry members present at the meeting shall preside; provided that, if the rectorship is vacant, the Bishop or an individual designated by the Bishop shall preside, if present.

**Section 4: Clerk**

The Clerk ~~of the Vestry~~ shall keep an accurate record of all business transacted at ~~the annual or special~~ Parish ~~Parish~~ meetings and shall be responsible for completing election reports to be sent to the Diocese, and for all other communications resulting from ~~the~~ meeting. In the absence of the Clerk, the Presiding Officer shall select a voting member to serve as Clerk for the meeting.

**Section 5: Resolutions**

In so far as possible, any voting member wishing to offer a resolution at a Parish meeting shall submit such resolution in writing to the Rector or, in the Rector’s absence, the Senior Warden, at least ~~fifteen (15) fourteen~~ days prior to the date of the Parish meeting at which consideration is desired. Except for resolutions of courtesy, commendation, or condolence, the text of such resolution must be communicated in writing to the voting members.

**Section 6: Annual Report**

The Rector ~~shall cause to be prepared an Annual~~ for the Rector’s designee shall prepare an Annual Report for the preceding year for distribution at or before the ~~A~~ Annual Parish Mmeeting to all voting members of the Parish and to such others as the Rector deems appropriate. The Report shall

**Commented [BJ(10):** Amended to reflect current practice.

include a list of the Vestry members and their terms, a list of voting members, the minutes of the last ~~annual meeting~~ Annual Meeting and any ~~S~~pecial ~~Parish~~ Parish ~~M~~meetings, a statement of current Parish assets and liabilities, a statement of income and expenses for the preceding year, the budget for the new year, and such reports of Parish programs and activities as the Rector deems appropriate. In addition, the Vestry or its designee shall provide a written report on the performance and management of endowments or other trusts, which shall be made part of the Annual Report.

**Commented [BJ(11):** Moved existing requirement to place all Annual Report requirements in a single section.

#### **Section 7: Annual Budget**

At the ~~A~~annual ~~Parish~~ Mmeeting, the Vestry shall present the approved budget for the coming year and provide for discussion thereof.

#### **Section 8: Proceedings**

Robert's Rules of Order shall govern the proceedings of ~~Parish~~the meetings in all cases not otherwise provided for in these ~~B~~bylaws. The Rector may appoint a Parliamentarian to interpret and advise on the application of these Bylaws and Roberts Rules of Order to the conduct of the meeting.

#### **Section 9: Location**

Any Parish meeting may be held electronically. The means of access to an electronic meeting and the manner of voting member participation shall be provided in the written notice of the meeting. Electronic means can be used to establish a quorum or determine the results of any vote.

### **ARTICLE II. ~~OF~~ QUALIFICATIONS OF VOTERS AT PARISH MEETINGS**

#### **Section 1: Voting Member**

Any member of the Parish who has attained the age of ~~sixteen~~16 may be lawfully admitted to vote at any Parish meeting: provided,–

- (a) that such person shall be a member of this Church as defined in Title I, Canon 17, Section 1<sup>1</sup> and a communicant in good standing as defined in Title I Canon 17, Sec. 3<sup>2</sup> of the Canons of the General Convention of the Protestant Episcopal Church of the United States of America or amendments thereto;
- (b) that such member shall have been enrolled as a member on the books of the Parish at least thirty ~~(30)~~ days prior to the date of the Parish meeting; and
- (c) that such person shall have been a contributor of record to the support of the Parish during the period between the last ~~annual meeting~~ Annual Meeting and thirty ~~(30)~~ days prior to the date of the Parish meeting.

**Commented [BJ(12):** Text of the footnote was updated to reflect the current General Convention canons.

A contributor of record is any person who contributes one or more times during this period through pledging, by check, or by other instrument duly recorded by the ~~Financial Secretary~~ Rector or the Rector's designee, or who contributes in such other fashion as can be attested to by the Rector.

**Commented [BJ(13):** Amended to reflect current practice. Christ Church does not currently have a Financial Secretary.

<sup>1</sup> Title I of Canon 17 [202403]. Of Regulations Respecting the Laity. Sec. 1(a). 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 this Church or in another Christian Church, and whose baptisms have been duly recorded in this Church, are members thereof.

<sup>2</sup> Title I. Canon 17, Sec. 3 [202403]. All ~~Members~~ communicants of this Church who for the previous year have been faithful in corporate worship, unless for good cause prevented, and have been faithful in working, praying, and giving for the spread of the Kingdom of God, are to be considered communicants in good standing.

## Section 2: Posting of Voter List

A list of voting members shall be prepared and posted in a conspicuous place at the ~~Parish Church or Hall~~ or on the Parish website at least ~~two (2) weeks~~ fourteen days before the date of the ~~annual Parish meeting~~ Annual Meeting.

## Section 3: Judge of Qualifications

The Vestry or a majority of the Vestry present at a Parish meeting shall judge the qualifications of ~~voting members~~ and qualifications of parishioners proposed to be elected as members of the Vestry.

**Commented [BJ(14):** Amended to make references to “voting members” consistent throughout.

# ARTICLE III. ~~OF THE~~ QUORUM AND METHOD OF VOTING

## Section 1: Quorum

In order to transact any business at ~~an annual or special~~ a Parish meeting, a quorum must be present. Twenty ~~(20)~~ percent of the voting members of the Parish; or thirty ~~(30)~~ such members, whichever is less, shall constitute a quorum at ~~annual and special~~ Parish meetings. ~~A quorum shall be established by a call of the roll by the Clerk. The presence of a quorum shall be established by the Clerk.~~

**Commented [BJ(15):** Amended to reflect current practice.

## Section 2: Voting Process

No vote shall be taken at ~~an annual or special~~ Parish meeting unless a quorum is present. A majority of voting members ~~present and voting~~ shall be necessary for the adoption of any matter voted upon, except for amendments to the Bylaws. A two-thirds majority of voting members present and voting ~~shall be~~ necessary to amend the Bylaws.

**Commented [BJ(16):** Amended to make the majority voting reference consistent with other majority voting references.

# ARTICLE IV. QUALIFICATIONS, NOMINATION, AND ELECTION OF THE VESTRY AND WARDENS

## Section 1: Vestry Function ~~&and~~ Membership

~~The Christ Church – Washington Parish Vestry~~ is the agent and legal representative of the Parish in all matters concerning its corporate property and the relations of the Parish to its clergy. The Vestry is the administrative body of the Parish, constituted under the laws of the United States applicable to religious corporations, and to parishes and separate congregations of the Protestant Episcopal Church in the Diocese of Washington.

**Commented [BJ(17):** Removed ampersands throughout.

**Commented [BJ(18):** Added a missing reference to the Vestry.

The Vestry shall consist of the Rector and twelve ~~(12)~~ persons elected by the voting members of the Parish, and the Senior Warden, Junior Warden, Treasurer, or Clerk, if these officers are not elected members of the Vestry. Any assistant clergy ~~elected by the Vestry in accordance with Article IX, Section 2,~~ shall be a nonvoting, ex officio member of the Vestry.

**Commented [BJ(19):** Removed at the recommendations of the Chancellor in conformity with common church practice.

## Section 2: Qualifications

The members of the Vestry, ~~the Wardens~~ Senior Warden, Junior Warden, Treasurer, and Clerk ~~of the Vestry~~ must be voting members of the Parish as prescribed in Article II, Section 1, and must have attained the age of eighteen ~~(18)~~.

## Section 3: Terms

The terms of office for each of the twelve ~~(12)~~ elected members of the Vestry are three ~~(3)~~ years, and

shall be staggered so that four ~~(4)~~ members are elected at each ~~annual Parish meeting~~ Annual Meeting.

#### **Section 4: Vacancies**

Any vacancy occurring during the period between ~~annual meeting~~ Annual Meetings, shall be filled through election by a majority of the Vestry. Members so elected shall serve only to the time of the next ~~annual Parish meeting~~ Annual Meeting, at which time the Parish shall elect a member to serve the remainder of the unexpired term.

#### **Section 5: Length of Service**

Members of the Vestry shall hold office until their successors have been elected and qualified, except as otherwise provided by these Bylaws.

No member of the Parish may serve on the Vestry, including service as an officer, for more than four consecutive years. After a fourth year of consecutive service, a year must elapse before the member is eligible for election to the Vestry or to any Vestry office. After a member of the Vestry has served a three-year term, he or she is not eligible for re-election to the Vestry, but may be elected by the Vestry to serve as an officer. A member who has been elected by the Vestry to fill a vacancy between ~~annual meeting~~ Annual Meetings is eligible for election by the Parish to a three-year term on the Vestry.

#### **Section 6: Nomination to Vestry**

The Vestry shall appoint a nominating committee to propose candidates for election to the Vestry. In the event that the Vestry has not appointed a nominating committee by December 15, the Executive Committee shall serve as the nominating committee. Nominations from the floor shall be acceptable.

All candidates must have indicated in writing their willingness to serve if elected, or be present at the time of the meeting to so indicate at the time of nomination.

#### **Section 7: Method of Electing**

Members of the Vestry shall be elected by written ballot or by electronic means by a majority of the voting members present and voting at ~~the an annual Parish meeting~~ Annual Meeting, except as otherwise provided for in this section.

The Presiding Officer shall appoint three ~~(3)~~ members of the Vestry not standing for election as tellers to count the ballots and report the results to the Presiding Officer.

Of those candidates receiving a majority of the votes, the candidate(s) receiving the highest numbers of votes shall be declared elected; provided that in the case of a tie among those candidates, a further ballot shall be held and the candidate(s) receiving the highest number of votes shall be elected.

If after any ballot, a vacancy remains because no candidate received a majority, the two candidates receiving the fewest votes shall be dropped and another vote taken, provided that there are at least two candidates, if available, for the vacancy.

If after the floor is closed to nominations, there are the same number of candidates as vacancies, a voting member may move to elect the candidates by acclamation.

In the event of questions or dispute about the voting process or outcomes, the Vestry, or a majority of the Vestry present, shall judge elections.

#### **Section 8: Declaring a Vacancy.**

Any member of the Vestry who, unless for reasons of health or explained absence, such as critical business, misses four ~~(4)~~ consecutive meetings or has attended fewer than five ~~(5)~~ meetings in any calendar year, shall be found to have vacated such office, unless such member can provide reason to the Vestry why such vacancy should not be declared.

Before any such vacancy shall be declared, the Clerk ~~of the Vestry~~ shall notify the incumbent, in writing, of his or her absences and of the Vestry's obligation to declare such a vacancy, and the ~~i~~Incumbent shall have fourteen ~~(14)~~ days in which to provide reasons to the Vestry why he or she should retain membership.

The Vestry may remove any member of the Vestry and declare a vacancy with a vote of two-thirds of the Vestry members.

**Commented [BJ(20):** Added at the recommendation of the Chancellor, to conform with the EDOW canons. (Sec. 4705(g)).

### **ARTICLE V. ~~OF~~ VESTRY MEETINGS**

#### **Section 1: Regular Meetings**

The Vestry shall establish a date and time for regular monthly meetings. A regular meeting may be postponed or cancelled by a majority of the Executive Committee upon five days notice to each member of the Vestry, provided however that the regular monthly meeting may not be cancelled for two consecutive months or for more than a total of three months during any calendar year.

#### **Section 2: Special Meetings**

Special meetings may be called by the Rector, the Senior Warden, or at the request of two or more members of the Vestry; provided, that except in the case of extreme emergency, the officers and members of the Vestry must receive at least three ~~(3)~~ days notice.

#### **Section 3: Notice ~~&~~ Parish Attendance**

Periodically, the Vestry shall notify the Parish of the dates and time of upcoming Vestry meetings. Any parishioner may attend a regular or special Vestry meeting, and, upon recognition of the Presiding Officer, may comment on any matter under discussion, unless, by majority vote in open meeting, the Vestry votes to go into closed session.

#### **Section 4: Quorum**

Any six ~~(6)~~ elected members of the Vestry shall constitute a quorum for the purpose of conducting business at any regular or special meeting.

#### **Section 5: Chairman**

The Rector shall preside over meetings of the Vestry and shall have the right to vote on all matters presented to the Vestry for action or decision. In the Rector's absence, the Senior Warden shall preside, and in the Senior Warden's absence, the Junior Warden. In the absence of the Rector and the

Wardens, a majority of the Vestry present shall select one of its members to preside. If the Parish is without a Rector, the Bishop shall preside, if present.

#### **Section 6: Authority to Make Rules**

The Vestry may adopt rules and procedures necessary for the conduct of its meetings, provided that such rules and procedures shall conform to the cConstitution and cCanons of the General Convention and of the Diocese of Washington.

#### **Section 7: Electronic Meetings**

A meeting of the Vestry or Executive Committee may be conducted electronically, (including by telephone). In any such electronically conducted meeting, every Vestry member participating in the meeting must be capable of simultaneously communicating with every other Vestry member participating in the meeting.

### **ARTICLE VI. ~~OF~~ ELECTION OF WARDENS AND OFFICERS OF THE VESTRY AND OTHER POSITIONS.**

#### **Section 1: Positions to be Filled ~~&and~~ Voting Method**

~~No later than twenty-one days~~ At the next Vestry meeting following the ~~annual Parish meeting~~ Annual Meeting, the Vestry shall ~~meet and~~, by written ballot or by electronic means and majority vote, elect persons from among voting members of the Parish as defined in Article II, Section 1 who are ~~eighteen~~ 18 years or older ~~(as defined in Article II, Section 1)~~ to fill the following offices: Senior Warden, Junior Warden, Treasurer, Clerk, and the positions of Parish Registrar, and Delegate and Alternate Delegate to the Diocesan Convention. The Rector shall be the ~~j~~udge of such elections.

**Commented [BJ(21):** Adjusted this to remove the arbitrary 21-day deadline and to make it clear that officers are to be elected at the first Vestry meeting following the Annual Meeting.

#### **Section 2: Notice**

Prior to said meeting, the Clerk shall notify the Vestry that such elections shall take place and of the method of nomination that will be used.

#### **Section 3: Nominations**

Any person nominated for said positions must have indicated a willingness to serve prior to the election and shall have received an explanation of the duties of the position to which nominated.

#### **Section 4: Terms**

The terms of office for the ~~Wardens~~ Senior Warden, Junior Warden, Treasurer, Clerk, and the positions of Parish Registrar, and Delegate and Alternate Delegate to the Diocesan Convention officers, and agents of the Vestry elected or appointed pursuant to this Article shall be for one ~~(4)~~ year or until a successor is elected. Such persons are eligible for re-election to these positions subject to the restrictions of Article IV, Section 5.

**Commented [BJ(22):** Added at the recommendation of the Chancellor to avoid vacancies due to a delayed Annual Meeting.

#### **Section 5: Vacancies**

In the case of a vacancy, by death, resignation, or otherwise, of any of the officers, the Vestry shall elect an eligible person to hold office until a successor is elected following the next ~~annual Parish meeting~~ Annual Meeting.

### **ARTICLE VII. ~~OF THE~~ DUTY AND AUTHORITY OF WARDENS, OFFICERS, AND AGENTS OF THE VESTRY.**

### **Section 1: Authority to Define Duties**

The authority, duties, and responsibilities of the Rector, assistant clergy, ~~the Wardens~~ Senior Warden, Junior Warden, ~~the~~ Treasurer, and ~~the~~ Clerk are defined in the ~~C~~anons of the General Convention and the Diocese of Washington civil law and these Bylaws. The Vestry may further define the authority, duties, and responsibilities of ~~Wardens~~ Senior Warden, Junior Warden, Treasurer, Clerk, ~~and~~ other agents, upon approval by a majority of the Vestry.

### **Section 2: Notice**

The duties of the Senior Warden, ~~the~~ Junior Warden, ~~the~~ Treasurer, and ~~the~~ Clerk shall be described in writing, placed on file in the Parish office, and available for review by any church member.

### **Section 3: Treasurer**

The individual elected to serve as Treasurer, if not already a member of the Vestry, shall have a seat and voice thereon, without a vote. It shall be the duty of the Treasurer to receive and disburse all monies collected and to maintain books of accounts, charters, and ledgers in accordance with standard accounting procedures. With advice and approval of the Vestry, the Treasurer shall render accounts to the Vestry at each regular meeting and periodically to the Parish at large. At the direction of the Vestry, accounts shall be audited annually by a qualified person who is neither a member of the Vestry nor a compensated employee of the Parish. The Rector shall cause the audit report to be sent to the Bishop as required by the ~~C~~anons. In case of temporary inability of the Treasurer to act, from illness or other cause, the Vestry shall appoint an Acting Treasurer, who shall perform all duties of the Treasurer until the Treasurer is able to resume them.

### **Section 4: Clerk**

A Clerk who is not an elected member of the Vestry shall have a seat and voice in Vestry meetings, without a vote.

The Clerk shall be responsible for preparing, distributing, and maintaining an accurate record of all meetings of the Vestry and the Parish, including documents attendant thereto. The Clerk shall correspond in the name of the Vestry upon direction of the Vestry or its officers, and shall be the keeper of the official seal of the Vestry and responsible for its protection and proper use. The Clerk shall fulfill the duties prescribed in ~~Articles I, Sections 1, 2, and 4; Article, III, Section 1; Article IV, Section 8; and Article VI, Section 2~~ and such other duties as may be prescribed pursuant to Section I of this Article.

The Clerk also shall be responsible for ensuring that the ~~P~~parish office and archives maintains a current file of Vestry minutes and supplemental documents presented at Vestry meetings. This file must be kept in paper form.

In the event of a planned absence, the Clerk shall designate a member of the Vestry to record the minutes of the meeting. In the absence of such an arrangement, the Presiding Officer shall designate a temporary ~~C~~clerk.

**Commented [BJ(23)]:** Updated to make the article references clear and to include two additional sections that contained duties of the Clerk.

## **ARTICLE VIII. ~~OF~~ VESTRY COMMITTEES.**

### **Section 1: Authority to Appoint Committees**



A majority of the Vestry may create committees consisting of two (2) or more members of the Vestry. To the extent provided by resolution of the Vestry, such committees shall have and exercise the authority of the Vestry in the management of the Parish. However, such committees shall not operate to relieve the Vestry of any responsibility otherwise imposed upon it by civil or canon law. The Rector, the Senior Warden, and/or a majority vote of a quorum of the Vestry at any regular or special meeting of the Vestry may also create committees not having the authority of the Vestry in the management of the Parish.

### **Section 2: Executive Committee**

The Executive Committee shall consist of the Rector, ~~the Wardens,~~ Senior Warden, Junior Warden, ~~the~~ Treasurer, and ~~the~~ Clerk of the Vestry as voting members. Any assistant clergy shall be a non-voting, ex-officio member.

The Executive Committee shall meet prior to each Vestry meeting to determine the agenda for the upcoming meeting, to discuss new proposals and current activities, and to consider recommendations on planning, policy, and financial matters for approval of the full Vestry. The regular meeting time of the Executive Committee shall be made known to the Vestry.

The Executive Committee may meet to address routine matters in line with policies set by the Vestry. In the event the Executive Committee obligates unbudgeted funds, without prior authorization of the Vestry, such action shall be placed before the Vestry for review and consideration at its next regular meeting.

The Executive Committee may perform such other duties as the Vestry may delegate to it.

## **ARTICLE IX. ~~OF THE~~ ELECTION OF THE RECTOR AND ASSISTANT CLERGY, ~~AND~~ HIRING OF TEMPORARY CLERGY, ~~AND~~ COMPENSATION.**

### **Section 1: Vacancy in the Parish**

When the rectorship of the Parish becomes vacant, the Vestry shall by, at least a majority vote of all members, elect and issue a call to a new Rector from among the priests in good standing, of the Protestant Episcopal Church or other clergy authorized by the canons of the General Convention to officiate in the Episcopal Church. Such election and call shall follow consultation with the Bishop of the Diocese, in conformity with the applicable canons of the General Convention.

### **Section 2: Assistant Clergy**

The Vestry may, by majority vote, ~~authorize the Rector to hire~~ ~~one~~ ~~of~~ ~~more~~ assistant ministers from among the priests or deacons in good standing of the Protestant Episcopal Church, at the nomination of the Rector, and after consultation with the Bishop, in conformity with the appropriate ~~Canon~~ canons of the General Convention.

### **Section 3: Call to Rector**

The call of a new Rector or new Assistant Clergy shall be made to and accepted by the ~~member of the new~~ ~~clergy~~ ~~member~~ in writing. The call shall ~~contain at a minimum the provision set forth in Canon 25, Section 6~~ ~~comply with all of the terms and conditions required by the~~ ~~of the~~ ~~Canon~~ ~~of the~~ ~~General Convention, the~~ ~~Diocese of Washington and the policies established by the~~ ~~Bishop of the~~ ~~Diocese.~~

**Commented [BJ(24):** Amended at the recommendation of the Chancellor in conformance to other EDOW churches. (Sec. 4707(b))

**Commented [BJ(25):** Amended to remove an obsolete canon reference and to conform with the EDOW canons. (Sec. 4708)



#### Section 4: Compensation

- (a) The Vestry shall make the payment of clergy compensation a priority over all other payments from the income of the Parish.
- (b) Except as provided under paragraph (a), the Vestry shall make the payment of lay compensation a priority over all other payments from the income of the Parish.
- (c) The term “lay compensation”—
  - (1) Means the pay or salary of all lay employees of the Parish; and
  - (2) Includes pension contributions, health and life insurance premiums, and all other benefits paid or provided to those employees.

#### ARTICLE X. OF ENDOWMENTS AND TRUSTS.

##### Section 1: Vestry Responsibility

The Vestry shall oversee, manage, and maintain the Endowment of Christ Church + Washington Parish (hereinafter referred to as the Endowment), established in 2000. The Vestry shall record and preserve the records of the original value of gifts and bequests to the Endowment.

##### Section 2: Purposes

The Endowment shall be used only for historic preservation of church facilities, outreach programs, extraordinary maintenance, and capital expenses. The Endowment shall not be used for routine or customary operating expenses.

##### Section 3: Permanently Restricted Amount

The Vestry shall permanently restrict from spending the original value of donations to the Endowment.

##### Section 4: Investment Policy, Management, and Monitoring

(a) The Endowment shall be managed by the Vestry and its designee(s) in accordance with the District of Columbia Prudent Management of Institutional Funds Act and the Manual of Business Methods in Church Affairs. (b) The investment goals shall be to (i) preserve long term purchasing power and (ii) provide a reasonably stable, predictable, and growing revenue stream to support the purposes of the Endowment as set forth in Section 2 of this Article. (c) The Vestry or its designee(s) shall be responsible for (1) developing and implementing an Endowment investment policy that identifies the types of assets and asset class allocations that are suitable (or unsuitable) for the Endowment investment portfolio; (2) monitoring the performance of the Endowment investment portfolio; and (3) monitoring the performance of trusts held by third parties for the benefit of Christ Church + Washington Parish.

**Section 5: Annual Appropriations** Each year the Vestry may appropriate a prudent amount for the purposes set forth in section 2 of this Article. In no event, however, may the Vestry appropriate Endowment funds if the balance of the Endowment is less than the total original value of gifts and bequests to the Endowment or would fall under that permanently restricted amount as a result of the appropriation.

##### Section 6: Reporting

**Commented [BJ(26):** Added at the recommendation of the Chancellor to conform to the requirements of Canon 47 of the EDOW canons. (Sec. 4705(l))

**Commented [BJ(27):** Removed to provide flexibility for the Finance Committee and the Vestry to meet the existing needs of the CCWP. Endowments and trusts are heavily regulated by statute and regulation. In addition, the use of CCWP's endowment is governed by a policy that was recommended by the Finance Committee and approved by the Vestry.

~~The Vestry or its designated Endowment manager shall provide, at each annual parish meeting, a written report on the implementation of this Article and on the performance and management of the Endowment.~~

**~~Section 7: Other Endowments and Trusts~~**

~~Trust funds managed for the benefit of Christ Church + Washington Parish shall be managed in accordance with their governing documents. In addition, the Vestry or its designee shall provide a written report on the performance and management of these trusts at the annual parish meeting, which shall be made part of the Annual Report.~~

**ARTICLE XI. AMENDING THE BYLAWS**

**Section 1: Amendment**

These Bylaws may be amended or repealed at any ~~annual or duly called special meeting~~ Parish meeting, by a two-thirds vote of the voting members present and voting at such meeting. Notice shall be given to all voting members of the Parish at least thirty ~~(30)~~ days prior to any meeting of any proposed amendment or repeal of any provision of the Bylaws.

**Section 2: Application to Civil & Canon Law**

Amendments to and repeals of provisions of the Bylaws must conform to applicable civil and ~~C~~ canon law.

**Section 3: Printing & Availability**

Upon adoption of any modification of the Bylaws the Vestry shall print the full text of the Bylaws, incorporating the modification, which must be retained on file in, and available from, the Parish Office.