

**BY-LAWS OF
ST. MARK'S EPISCOPAL CHURCH
ASHLAND, NEW HAMPSHIRE**

ADOPTED APRIL 25, 1999

ARTICLE I: MEMBERSHIP

A. Any baptized person may become a member of St. Mark's Church. (As defined by Canon No. 17 of the Constitution and Canons of the Protestant Episcopal Church of the United States of America)

B. A Voting Member of St. Mark's Church must have received Communion at this Church at least three times during the preceding year, be at least sixteen years of age, and during the previous year been faithful in corporate worship, unless for good cause prevented, and been faithful in working, praying, and giving for the spread of the Kingdom of God.

ARTICLE II: MEETINGS OF ST. MARK'S CHURCH

A. The annual meeting of the St. Mark's Church shall be held in January, said date to be determined by the Bishop's Committee. The meeting shall be chaired by the Vicar, or in his/her absence, by the Senior or Junior Warden.

B. Notice, and agenda, for all meetings of the St. Mark's Church shall be posted and given by the Clerk to all members of the Church, in writing, at least two weeks prior to such meeting.

C. A special meeting of the St. Mark's Church shall be called by the Clerk upon the written request of the Vicar, or three members of the Bishop's Committee. No business shall be transacted at said special meeting other than that stated in the notice (except by a vote of two-thirds of the voting members present).

D. At any Church meeting, 15 voting members shall constitute a quorum for the transaction of business. Issues voted on at a Mission meeting will require a simple majority for passage.

E. If less than a quorum is present, the Vicar, or in the Vicar's absence, the Senior or Junior Warden, may adjourn the meeting to a later date.

ARTICLE III: THE BISHOP'S COMMITTEE

- A. The Bishop's Committee shall consist of seven elected lay members which shall be the Senior Warden, Junior Warden, Clerk, Treasurer, and three other members of the congregation. No members of the Bishop's Committee that are related by blood, or marriage, shall serve on the Bishop's Committee at the same time.
- B. The Senior Warden shall be elected for a term of three years, but for no more than two terms in succession.
- C. The Junior Warden shall be elected for a term of three years, but for no more than two terms in succession.
- D. The Clerk shall be elected for a term of two years, and may succeed him/herself in office.
- E. The Treasurer shall be elected for a term of two years, and may succeed him/herself in office.
- F. Members at large shall be elected for a term of three years, but for no more than two terms in succession.
- G. All of the above, including Members elected at large, shall have duties similar to those outlined and discharged by Vestry persons in parishes as determined by the Constitution and Canons of the Protestant Episcopal Church in the Diocese of New Hampshire. Terms of office shall be such that not more than three members conclude their terms in a given year. Elections shall take place at the Annual Meeting of St. Mark's Church.
- H. Vacancies in membership of the Bishop's Committee which occur between annual meetings shall be filled by the Bishop's Committee, with the approval of the Bishop, until the next annual meeting. Such period of service shall not be considered as part of the two term limitation.
- I. There shall be regular monthly meetings of the Bishop's Committee, except that a meeting falling during the Vicar's vacation may be omitted. A quorum shall consist of a simple majority of the members of the Bishop's Committee. A schedule of Bishop's Committee meetings shall be posted on the Church bulletin board. Any member of the Congregation may attend the meetings of the Bishop's Committee and will, with permission of the Chair, be granted voice but no vote.

ARTICLE IV: NOMINATING COMMITTEE

A. The Nominating Committee shall consist of the Vicar as Chair, plus two voting members of the congregation. The two lay members of the Committee shall be elected at the Annual Meeting of St. Mark's Church and shall serve until the next annual meeting. The Nominating Committee shall meet no later than October 31st to begin the nominating process. Nominations for open seats on the Bishop's Committee shall be posted no later than two weeks prior to the annual meeting date, and shall be included in a mailing to members within the same time period.

B. The Nominating Committee shall also put forth nominations for Delegates and Alternates to the Diocesan Convention. The same delegates shall also represent St. Mark's Church at meetings of the Lakes Region Convocation.

C. Nominations from the floor shall be accepted at the annual meeting and be voted upon in accordance with Robert's Rules of Order, Revised.

ARTICLE V: COMMISSIONS

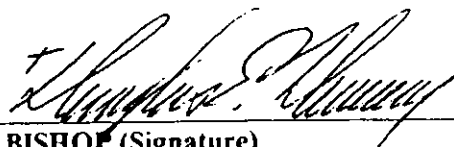
A. The Bishop's Committee may appoint members to various Commissions deemed necessary.

B. Each Commission shall have three members. Two members selected from the Congregation at large and one member of the Bishop's Committee, who shall serve as Convener.

ARTICLE VI: AMENDMENTS

A. These By-laws may be amended at the Annual Meeting of St. Mark's Church, or at a Special Meeting of St. Mark's Church, by two-thirds vote of those qualified members present and voting. In all instances these By-laws shall conform to the Constitution and Canons of the Protestant Episcopal Church of the United States of America and the Diocese of New Hampshire. Such action shall be subject to review and approval by the Ecclesiastical Authority before becoming effective.

SIGNATURES BELOW SHALL SIGNIFY APPROVAL OF THE DIOCESE OF NEW HAMPSHIRE AND THE AFFIRMATIVE VOTE OF THE MEMBERS OF ST. MARK'S CHURCH.

			5/27/99
CLERK (Signature)	DATE	BISHOP (Signature)	DATE

Father Hulme:

Based on our conversation of last week, I have added Rev. Snow's amendment that was voted upon at the second session of the Annual Meeting. I have taken the liberty to condense the amendment into a simple statement containing the essence of the amendment. The actual wording of Rev. Snow's amendment is "No more than one member of the Bishop's Committee to be from a family linked by marriage or blood or in-law relationship".

J.D.B.

**ST. MARK'S MISSION
BISHOP'S COMMITTEE
STAGGERED TERM RECOMMENDATIONS**

It is the recommendation of the By Laws Committee that the annual elections of 1999 be considered as those of a newly formed Mission. For many years we have been operating under the misconception that we are a parish, and as such, have elected a ten member Vestry. Now that we are to continue as a Mission with a seven member Bishop's Committee, and to implement the stated objective that not more than three members of the Committee have terms expire in the same year, we recommend the following:

- A. The Senior Warden shall be elected to the third year of his/her term, and may be elected to one additional term.
- B. The Junior Warden shall be elected to the first year of his/her term, and may be elected to to one additional term.
- C. The Clerk shall be elected to the second year of his/her term, and may succeed him/herself in office.
- D. The Treasurer shall be elected to the first year of his/her term, and may succeed him/herself in office.
- E. Member One shall be elected to the third year of his/her term, and may be elected to two additional terms.
- F. Member Two shall be elected to the second year of his/her term, and may be elected to one additional term.
- G. Member Three shall be elected to the first year of his/her term, and may be elected to one additional term.

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Bylaw Revision

St. Mark's Episcopal Church Bylaw Revision

Bishop's Committee Election Process

The Bylaw revision for Article III was approved at a special Parish meeting held on September 30, 2012.

Be It Resolved that this Special Meeting of St. Mark's Congregation, called in accordance with the Bylaws of St. Mark's Church and held on September 30, 2012, **Adopts** the changes to the Bylaws of St. Mark's Church proposed and presented by the Bishop's Committee at this Meeting, to become effective on the First Sunday of Advent, 2012 and to be fully implemented at the 2013 Annual Meeting of St. Mark's Church.

APPROVED ARTICLE III

ARTICLE III: THE BISHOP'S COMMITTEE

A. The Bishop's Committee shall consist of five elected lay members. Nominations and Elections are for general membership on the Bishop's Committee. The Bishop's Committee will appoint five specific positions for a period of one year until the next annual meeting. The five specific positions are four Officers: Senior Warden, Junior Warden, Clerk, Treasurer, and one Member at Large. Appointments will be made at a meeting of newly elected and remaining members of the Bishop's Committee immediately following the Annual Meeting.

B. All Bishop's Committee Members shall be elected for a term of three years, but for no more than two terms in succession. After serving two consecutive terms, the lay member may not seek nomination nor be appointed to a position created by a vacancy for a period of one year.

C. All of the above, including Members at large, shall have duties similar to those outlined and discharged by Vestry persons in parishes as determined by the Constitution and Canons of the Protestant Episcopal Church in the Diocese of New Hampshire. Elections shall take place at the Annual Meeting of St. Mark's Church. Elections to the Bishop's Committee in any given year could range from zero to five depending on resignations or vacancies created by other reasons. No attempt should be made to revise the term from three years to balance the number of members to be elected in a future year.

D. Vacancies in membership of the Bishop's Committee which occur between annual meetings shall be filled by the Bishop's Committee until the next annual meeting. Such period of service shall not be considered as part of the two term limitation. At the monthly meeting where the appointment is made, assignments for the four Officers and the

position will be confirmed. The remaining members of the Bishop's Committee may take new roles at this time. The new member should be present at the meeting and may fill any open position.

E. There shall be regular monthly meetings of the Bishop's Committee. A quorum shall consist of a simple majority of members of the Bishop's Committee. A schedule of Bishop's Committee meeting shall be posted on the Church bulletin board. Any member of the Congregation may attend the meetings of the Bishop's Committee and will, with permission of the Chair, be granted voice but no vote.

For Reference, below is the prior version of the ByLaw:

Prior Version of Bylaw Article III

ARTICLE III: THE BISHOP'S COMMITTEE

- A. The Bishop's Committee shall consist of seven elected lay members. Senior Warden, Junior Warden, Clerk, Treasurer, and three other members of the congregation.
- B. The Senior Warden shall be elected for a term of three years, but for no more than two terms in succession.
- C. The Junior Warden shall be elected for a term of three years, but for no more than two terms in succession.
- D. The Clerk shall be elected for a term of two years, and may succeed him/herself in office.
- E. The Treasurer shall be elected for a term of two years, and may succeed him/herself in office.
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- G. All of the above, including Members elected at large, shall have duties similar to those outlined and discharged by Vestry persons in parishes as determined by the Constitution and Canons of the Protestant Episcopal Church in the Diocese of New Hampshire. Terms of office shall be such that not more than three members conclude their terms in a given year. Elections shall take place at the Annual Meeting of St. Mark's Church.
- H. Vacancies in membership of the Bishop's Committee which occur between annual meetings shall be filled by the Bishop's Committee, with the approval of the Bishop, until the next annual meeting. Such period of service shall not be considered as part of the two term limitation.
- I. There shall be regular monthly meetings of the Bishop's Committee, except that a meeting falling during the Vicar's vacation may be omitted. A quorum shall consist of a simple majority of members of the Bishop's Committee. A schedule of Bishop's Committee

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meeting shall be posted on the Church bulletin board. Any member of the Congregation may attend the meetings of the Bishop's Committee and will, with permission of the Chair, be granted voice but no vote.