

BYLAWS OF ST. ANTHONYS GREEK ORTHODOX COMMUNITY OF PASADENA AND SAN GABRIEL VALLEY a/k/a SAINT ANTHONY GREEK ORTHODOX CHURCH OF PASADENA

The name of the Parish is:

SAINT ANTHONY GREEK ORTHODOX CHURCH OF PASADENA¹
("The Parish")

MISSION

The mission of The Parish is to proclaim the Gospel of Christ, to teach and spread the Orthodox Christian faith, to energize, cultivate and guide the life of the faithful According to the Orthodox Christian Tradition.

INCORPORATION OF UNIFORM PARISH REGULATIONS

These Bylaws are based upon and in accordance with the Uniform Parish Regulations (2007 rev.) of the Greek Orthodox Archdiocese ("Uniform Parish Regulations"). The Uniform Parish Regulations are incorporated by reference herein.

Article 1

Section 1: The Parish is the local Eucharistic community of the church in this locality, organized under the jurisdiction of the Archdiocese. Locally the Parish is headed by a canonically ordained and duly appointed Priest. The assignment of such appointed Priest shall bind the Parish to the Archdiocese Regulations, Uniform Metropolis Regulations and Uniform Parish Regulations with the same force and effect as if the same were formally approved and adopted by the Parish.

Section 2: The Parish shall conform faithfully to the worship, sacramental life, doctrines, canons and discipline of the Church. It shall also adhere to the Archdiocesan Charter, the Regulations and all Hierarchical encyclicals. The aims and purposes of the Parish are to keep, practice and proclaim the

¹ The General Assembly on November 4, 1984 voted to change the name of the Community from "GREEK ORTHODOX COMMUNITY OF PASADENA AND SAN GABRIEL VALLEY" To: SAINT ANTHONY GREEK ORTHODOX CHURCH OF PASADENA.

Orthodox Christian Faith pure and undefiled.

Section 3: The Parish shall abide by the decisions of the Clergy-Laity Congresses irrespective of whether it was represented, and the administrative determinations of the Archdiocesan Council and such interim legislation as may be adopted between Congresses by the Archdiocesan Council.

ARTICLE 2 PARISH PROPERTY

Section 1: The church edifice and other buildings constituting Parish property shall be used in accordance with the Charter to serve the religious, educational, cultural and philanthropic ministries of the Parish. Parish property shall be held and used by the Parish to carry out the purposes of the Orthodox Christian Faith as defined in Article 1.

Section 2: The Parish shall hold title to all of its real estate and personal property in its corporate name and no other, except as otherwise required by any applicable civil law. (The personal property shall only include property which is deemed to be real estate or which may create a lien upon real estate under the provisions of local law or any provisions of the Internal Revenue Code). The Parish Council, in consultation with the Priest, shall administer such property for the benefit of the Parish.

Section 3: The Parish may purchase real and personal property, or sell, mortgage or otherwise encumber its real property, or construct a church edifice or other buildings upon approval of two-thirds (2/3) of the parishioners in good standing present at a Parish Assembly duly called (with at least ten (10) days prior written notice) for that purpose, provided that approval from the respective Hierarch is received, as follows:

A. The Parish's request for approval to the respective Hierarch shall be in writing and shall include the following documents:

1. A copy of the notice of the Parish Assembly certifying the date of mailing;
2. A copy of the minutes of the Parish Assembly signed by the Priest, Chairman and Secretary of the Assembly;

3. A survey of the realty and improvements, if any;
4. A description of the surrounding area, including its relationship to other Parishes, if any;
5. Financial statements as to the financing of the property/project including, but not limited to, the cost, the manner and terms of purchase, and the contemplated sources of income for payment and maintenance thereof; and
6. Such other information as shall be pertinent or as may be requested by the respective Hierarch.

B. The respective Hierarch shall consult with the Archdiocesan District/Metropolis Council in reviewing the Parish's request and may also appoint an ad hoc committee comprised of persons with expert knowledge and experience in finance, real estate, building construction and such other matters to advise him and the Local Council executive committee in their review. In the event that the respective Hierarch determines that additional information is needed from the Parish in order to appropriately review its request, he shall request any such information from the Parish within fifteen (15) days of receipt of the Parish's submission.

Section 4: The Parish shall maintain the architectural, iconographic and artistic integrity of the Church edifice in accordance with Orthodox tradition. For that reason, the Parish shall submit to the respective Hierarch, for his prior approval related to aesthetic and dogmatic concerns, all preliminary plans for:

- A. The erection of a church structure or other Parish building;
 - B. Any major structural alteration to an existing church structure or other Parish building; or
 - C. The iconography or any appointments of Church structure.
- All final plans shall also be submitted to the respective Hierarch for his prior approval.

A Hierarch's review and approval under this Section shall be limited solely

to aesthetic and dogmatic issues and no review by the Hierarch shall be deemed to extend to or constitute a review or approval of engineering, architectural or mechanical plans, state or local safety or building code compliance or any other structural matter.

Section 5: All special contributions, bequests, gifts, and devices beyond stewardship shall be used by the Parish only for the purpose for which they were made.

ARTICLE 3 CLERGY

Section 1: The Priest by virtue of his canonical ordination and assignment heads and administers the Parish and exercises on its behalf the priestly duties, which consist in shepherding the Parish entrusted to his care, directing its orderly life, preserving its unity and keeping it faithful to its divine purpose. He shall sanctify his parishioners through the administration of the sacraments and the performance of all other prescribed services of worship. He shall also proclaim the Gospel and impart knowledge of the doctrines, traditions, canons and disciplines of the Church. Further, he shall guide the growth and progress of the Parish in a Christian life through the performance of his pastoral duties.

The Priest is accountable to his respective Hierarch and will submit a report of his ministry to him at least annually. The Eparchial Synod shall determine the format of the report. Prior to the assignment or transfer of a Priest, the respective Hierarch(s) shall inform all affected Parish Councils of the assignment/transfer upon consultation with the respective Priest and the Parish Council.

A. In accordance with the canons and ecclesiastical procedure, neither the Parish Council nor the Parish Assembly is authorized to dismiss a Priest.

B. All transfers and assignments and changes in a Priest's status shall be reported to the Archdiocese in a timely manner.

Section 2: The Priest shall have charge of all matters pertaining to the spiritual life and growth of the Parish, including, but not limited to, divine worship and personnel. He shall determine the usage of all sacred vessels

and appointments. He shall personally maintain the register books for all marriages, baptisms, chrismations, and funerals that take place at the Parish. In addition, the Priest must submit registry records and completed ecclesiastical marriage licenses to his respective Hierarch in a timely manner. He shall also promptly submit all required civil marriage licenses and documents to the appropriate governmental authorities in a timely manner.

Section 3: When transferred, reassigned, or removed, the Priest shall deliver to his respective Hierarch or his successor as may be appropriate: all sacred vessels and other liturgical items belonging to the Parish; and all registry books and other pertinent records of the Parish. In addition, the Priest shall also provide a written inventory of all such items to the respective Hierarch, his successor and the Parish Council.

Section 4: Where more than one Priest is assigned to the Parish, the head of the Parish Clergy is the Presiding Priest. Any other Clergy shall be directly responsible to him. The assignment of additional Clergy to the Parish shall be made by the respective Hierarch in consultation with the Presiding Priest.

ARTICLE 4 PARISHIONERS

Section 1: Every person who is baptized and chrismated according to the rites of the Orthodox Church is a parishioner. The religious, moral and social duties of a parishioner are to apply the tenants of the Orthodox Faith to his/her life and to: adhere to and live according to the tenants of the Orthodox faith; faithfully attend the Divine Liturgy and other worship services; participate regularly in the holy sacraments; respect all ecclesiastical authority and all governing bodies of the Church; be obedient in matters of Faith, practice and ecclesiastical order; contribute towards the progress of the Church's sacred mission; and be an effective witness and example of the Orthodox Faith and Traditions to all people.

A parishioner in good standing practices all the religious and moral duties as described in this Section 1. At a minimum, a parishioner in good standing must: be eighteen years of age or over; be current in his or her stewardship and other financial obligations to the Parish, abide by all the regulations herein stated; and cooperate in every way towards the welfare and well

being of the Parish. (Stewardship is recommended to be ten percent (10%) of one's annual income as stated in Holy Scripture to help meet the financial obligation of the Parish, the Metropolis and the Archdiocese)

Section 2: Any person wishing to be a parishioner in good standing in more than one Parish must remit his or her stewardship financial obligation to each Parish as stated in Section 1 of this Article. A parishioner wishing to move from one Parish to another must present a letter of transfer from the Priest of the Parish from which he or she is moving stating that he or she is in good standing.

Section 3: No person shall be deemed a parishioner in good standing while: not adhering to the standards outlined in Section 1 and 2 of this Article; retaining affiliation in an Orthodox Parish which defies the jurisdiction or the ecclesiastical authority of the Archdiocese; being a member of or practicing a non-Orthodox faith or other religion; and deliberately disregarding and transgressing the moral law of the Church.

Section 4: The Priest shall judge any cases of special circumstances justifying the waiver of a parishioner's stewardship financial obligations.

Section 5: A parishioner in good standing has the right to attend, participate and vote at Parish Assemblies, as well as to vote in Parish Council elections. (See Article 7 section 4). Each such parishioner may also be nominated for election to the Parish Council or to represent the Parish at a Local Assembly or the Congress.

Section 6: An Orthodox Christian parishioner in good standing at his or her canonical Orthodox Parish may serve as a sponsor in another Parish without being obliged to become a member in good standing at the Parish where the sacrament will take place. A parishioner may serve as a sponsor in another Parish by presenting a letter of good standing from his or her home Parish Priest.

Section 7: The Parish shall maintain a record which shall include, the following information concerning each parishioner: baptismal and family name, occupation (optional), dates of baptism and/or chrismation and marriage, complete family record of spouse and children, date of entry into the Parish indicating if transferred from another Parish, date of death, and such other information that shall be deemed appropriate.

ARTICLE 5 PARISH MINISTRIES AND ORGANIZATION

Section 1: All Parish ministries and organizations shall be under the guidance and supervision of the Priest.

Section 2: A communicant under 18 years of age may be a member of any Parish youth organization, irrespective of whether his or her parents are parishioners in good standing of the Parish, upon approval of the Priest.

Section 3: The Parish shall endeavor to have at least the following ministries: (Chanter(s) ; a Choir; Acolytes; a Sunday (Catechetical) School; a Greek Language/Cultural School; chapters of the Greek Orthodox Youth of America (GOYA), Young Adults League (Y.A.L.), a Junior Orthodox Youth (JOY) program; a chapter of the Ladies Philoptichos Society; an Outreach and Evangelism Ministry; and such other ministries as are necessary to meet the spiritual and cultural needs of the Parish. The General Assembly of Saint Anthony Parish, on November 4, 1984, chartered the Past Presidents Association (PPA) to act in an advisory capacity to the Parish Council (PPA). The PPA is limited to performing special assignments given to them by the Parish Council; it does not assume any responsibilities reserved for the Parish Council. Members of the PPA must be past Presidents of the Saint Anthony Parish Council. Membership is automatic and is not approved by the regular members.

Section 4. These Bylaws shall comply with the Archdiocesan Charter and Regulations and shall be subject to the approval of the General Assembly, the Parish Priest, Parish Council and the respective Hierarchy.

CHAPTER TWO
PARISH COUNCIL
ARTICLE 6
PARISH COUNCIL

Section 1: To serve on the Parish Council is a ministry and all those who serve are called to represent Christ and the Orthodox Faith to all whom they meet in all aspects of life. The Parish Council shall consist of the Priest, as the head of the Parish, and fifteen (15) elected lay members. The Parish Council is responsible to the Parish Assembly and to the respective Hierarchy for conducting all Parish affairs in keeping with the mission, aims and purposes of the Church as set forth in the Charter and these Regulations. The Parish Council shall be deemed to mean also Board of Trustees or Board of Directors when such designations are required by local statute. The Priest shall be a non-voting member of the Parish Council.

Section 2: The officers of the Parish Council shall be a President, a Vice President, a Secretary, a Treasurer, and such other officers as may be needed from time to time.

Section 3: To achieve continuity, Parish Council members shall be elected annually for a three year term, (unless there is a vacancy). Elections shall be held annually with staggered three year terms.

Section 4: No employee of the Parish may serve on the Parish Council, the Board of Auditors, or the Board of Elections.

Section 5: A vacancy on the Parish Council shall be considered to exist in the event of: the death or resignation of a member; the physical or mental incapacity of a member; the invalidation of the election of a member; or the failure of a member to be current in his Stewardship financial obligation to the Parish.

A. Removal from the Parish Council shall also be considered when a member: (1) is not or has ceased to be loyal to the doctrines, canons, worship, discipline, customs and practices of the Church; (2) is in violation of these Regulations or the Hierarchical Encyclicals of the Archdiocese; (3) does not recognize the duly constituted ecclesiastical authorities of the Metropolis or Archdiocese; (4) is guilty of a serious moral transgression; or

(5) has violated his or her affirmation of office; or (6) has engaged in actions which do not further the administrative or spiritual well being of the Parish, the Metropolis or the Archdiocese.

B. In the event that the Priest believes that the removal of a Parish Council member is required for one of the reasons listed in subsections (1) through (5) above, the Priest shall submit his recommendation, in writing, for the removal of the member to the respective Hierarch.

C. If, the respective Hierarch, upon the recommendation of the Priest, or for any other reason, determines that the removal of a Parish Council member is necessary for one or more of the reasons listed in subsections (1) through (5) above, the respective Hierarch shall render a decision regarding the matter and shall notify the Priest and Parish Council of such decision. If any member(s) of the Parish Council is (are) removed, the matter shall not be brought before a Parish Assembly.

D. Prior to removing all or a majority of the members of the Parish Council for any reason(s) during the same twelve (12) month period, the respective Hierarch shall consult with and obtain the consent of the Synod.

E. When an individual or individuals are removed from the Parish Council by the respective Hierarch, the vacancy(s) created shall be filled through direct appointments by the respective Hierarch, with a recommendation from the Priest and Parish Council, from among the Parish's parishioners in good standing to fulfill the term of the person(s) removed. The interim Parish Council shall serve for such period of time as the Hierarch may determine, but in no event longer than (12) months.

Section 6: Members of The Parish Council must attend Parish Council meetings. No proxies are permitted. To the extent permitted by applicable law, in the event of an emergency, a special telephonic meeting may be called by the Priest and Parish Council President. A member, who misses three (3) consecutive meetings without justifiable cause, may be relieved of his or her office upon prior notice to the member and the majority vote of the Parish Council.

Section 7: Except as specified above with respect to removal by the respective Hierarch, a vacancy on the Parish Council shall be promptly filled by the Parish Council by electing a successor therefore from among the

parishioners in good standing of the Parish. Such successor shall serve for the unexpired portion of the term of the vacant office. If a vacancy on the Parish Council occurs after the Parish Council elections but before the first meeting of Parish Council at which officers are elected, the vacancy shall be filled after the election of Parish Council officers.

Section 8: All newly appointed members who fill a vacancy of the Parish Council must attend a Parish Council Seminar to be conducted by the Priest prior to taking the affirmation of the office and assuming the duties of their position.

ARTICLE 7 ELECTION OF PARISH COUNCIL

Section 1: Members of the Parish Council shall be elected by parishioners in good standing of the Parish in accordance with these Bylaws. The election of the members of the Parish Council shall be held no earlier than the first Sunday in November, and no later than the second Sunday in December.

Section 2: A candidate for Parish Council member must be a parishioner in good standing of the Parish for at least one (1) year preceding the date of the election and must live his or her life in accordance with the Faith and canons of the Church. The Priest determines whether the parishioners are in canonical and financial good standing as specified in Article 4, section 1 through 3.

Section 3: Candidates for election to the Parish Council shall be nominated by the General Assembly.

Section 4: A parishioner in good standing and duly enrolled in the Parish Records but delinquent in his or her Parish stewardship obligations for the current year may vote in the election by meeting his or her stewardship obligation prior to the election. If a Parishioner is delinquent for more than the current calendar year, he or she may vote in the Parish Council elections only if he or she has met his or her unfulfilled stewardship financial obligation at least sixty (60) days prior to the date of the elections.

Section 5: A new parishioner of the Parish may vote in the elections if he/she has become a member in good standing at least three (3) months prior

thereto.

Section 6: No absentee ballots or proxies will be allowed to be cast.

Section 7: Elections shall be held at a place on Parish premises previously announced by the Board of Elections and voting shall be by secret ballot. Voting shall begin after the conclusion of the Divine Liturgy and shall terminate at 3 pm on the same day.

Section 8: The election results shall be entered in the minutes of the first Parish Council meeting, showing the number of votes cast for each candidate, and shall be signed by each member of the Board of Elections. The candidates receiving the greatest number of votes shall be declared elected for the ensuing term, subject to ratification by the respective Hierarch. In the event of a tie vote, the other members of the incoming Parish Council shall fill the office from among the tied candidates by majority vote at their first Parish Council meeting, pending the ratification by the respective Hierarch. The tied candidates, if otherwise found to be qualified, may be provisionally approved by the respective Hierarch if he ratifies the election results and the elected individual may, upon his/her election, take the affirmation of office and participate in the election of officers.

Section 9: Any parishioner in good standing of the Parish questioning the validity of any election may, within five (5) days after such election, lodge a written protest with the respective Hierarch. Such protest shall be signed by the questioning parishioner and at least four (4) other parishioners in good standing and shall list in detail all the reasons for the protest. In the event that the protest is filed and such protest is upheld and deemed valid, the respective Hierarch will declare the protested election void and a new election will be ordered. The decision of the respective Hierarch thereon shall be final.

Section 10: In case of the resignation of any member-elect of the incoming Parish Council, or a vacancy for any other reason, in the interim between the day of Parish Council elections and the election of officers, the members of the incoming Council shall, after the election of officers, elect a new member from among the Parish's parishioners in good standing to fill the vacancy.

Section 11: In the event that an insufficient number of candidates shall be nominated for election to the Parish Council, or the number nominated is equal to the number of vacancies, the election of those nominated shall take place in accordance with the election procedures established by these Regulations. The Parish Council, after the ratification and taking of office of any new members, and the election of officers shall proceed to fill any vacancies on the Council from among the Parish's parishioners in good standing. Those elected by the Parish Council shall, in such order as may be determined by the Council, and following ratification by the respective Hierarch, serve the term that a member duly elected by the Parish would have served.

ARTICLE 8
RATIFICATION OF ELECTION OF PARISH COUNCIL
AND AFFIRMATION OF OFFICE

Section 1: No earlier than five (5) and no later than eight (8) days after the election is held, the Priest shall forward the results to the respective Hierarch. The Priest shall at the same time verify in writing that all candidates were qualified and that the election was conducted in accordance with these Bylaws and the Uniform Parish Regulations. It shall be confirmed that the Parish has met its financial obligations to the Archdiocese including the Total Commitment and the Archdiocese Benefits Program Assessment.

Section 2: The election will not be considered final until receipt of ratification by the respective Hierarch, following the process described in section 1 above. The affirmation of office shall not be administered until such ratification is received. The existing Parish Council shall continue to fulfill its function until the election of the new Parish Council is ratified and members have taken the affirmation of office.

Section 3: After ratification of the election has been received from the respective Hierarch, a special ceremony shall be held at the close of the Divine Liturgy in which all the members of the Parish Council shall take the affirmation of office jointly. In the event that a member elected to the Parish Council is not present for the affirmation of office, the Priest shall administer the affirmation to such member at the first Parish Council meeting, prior to the election of officers. The affirmation shall be administered by the Priest and shall be repeated by all the members of the Parish Council. The affirmation of office shall be administered no later than

the second Sunday in January. Until such time, the prior Parish Council shall continue to fulfill the responsibilities of the Parish Council.

Section 4: Each member or member-elect of the Parish Council is obliged, without exception, to take the following affirmation of office and thereafter subscribe his/her name thereto:

A. "I (name) do solemnly affirm that I will uphold the dogmas, tradition, holy canons, worship and moral principals of the Greek Orthodox Church, as well as the Charter and Regulations of the Greek Orthodox Archdiocese of America, and that I will fulfill faithfully and sincerely the duties and obligations required of a member of the Parish Council. So help me God."

B. A person declining to affirm and subscribe to same shall not be a member of the Parish Council and his or her office shall be deemed vacant.

Section 5: In the event the respective Hierarch declines to ratify the election of one or more of the persons elected to Parish Council, he shall state his reason for such action and shall direct the Parish to conduct a special election to fill the vacancy(s) thus created. He may appoint person(s) to serve as interim members of the Parish Council until such election is held. In the event the respective Hierarch declines to ratify the election of the majority or more of the members of a Parish council, he shall first consult with the Archbishop.

ARTICLE 9 ELECTION OF PARISH COUNCIL OFFICERS

Section 1: Following the administering of the affirmation of office, the Parish Council shall promptly convene to elect its officers under the chairmanship of the Priest who shall not vote. No absentee ballots or proxies shall be permitted.

Section 2: The offices of the President or Treasurer shall not be held by the same person for more the five (5) consecutive years, except by special permission of the respective Hierarch.

Section 3: In the event that the office of the President of the Parish Council shall become vacant, the Vice President or if more than one Vice President,

the First Vice President, shall assume the office of the President. Any other office, which becomes vacant, shall be filled by election of the Parish Council.

ARTICLE 10 MEETINGS OF PARISH COUNCIL

Section 1: The Parish Council shall generally hold regular meetings at least once a month and special meetings whenever the Priest, the President or the majority of the Parish Council shall deem it necessary.

Section 2: A majority of the members of the Parish Council shall constitute a quorum for the transaction of business. Vacancies on the Parish Council shall not be used in order to establish a quorum.

Section 3: The minutes of the meeting of the Parish Council shall be signed by the Priest, the President and the Secretary.

ARTICLE 11 DUTIES OF PARISH COUNCIL

Section 1: The members of the Parish Council shall attend the Divine Liturgy regularly and participate in the sacramental life of the Church, thereby setting an example for the parishioners. Under the leadership of the Priest, the Parish Council shall:

A. Assist the Priest in the administration of the affairs and ministries of the Parish;

B. Establish the appropriate committees, including but not limited to Stewardship, Finance, Fundraising, Planning and Real Estate committees;

C. Utilize the Stewardship material provided by the Archdiocese to implement and expand the Parish stewardship program and ministries;

D. Prepare budgets for the Parish's administration and ministries and collect the revenue of the Parish;

E. Provide for the Priest remuneration and benefits in accordance with the Clergy Compensation Plan of the Archdiocese;

G. Provide financial resources for the Parish's administration and for the Parish's spiritual, education and other ministries and expenses;

H. Buy, sell or mortgage Parish property, subject to the approval of the Parish Assembly and the provisions of these Regulations;

I. Provide for payments and assessments for support of the Archdiocese as fixed by the Congresses;

J. Submit to the respective Hierarchy and the Archdiocese, at the end of each year, the financial statement of the Parish for that year (certified by the Parish's Board of Auditors) and the Parish budget for the ensuing year;

K. Submit annual Parish profile reports that may be required by the Archdiocese and the respective Archdiocesan District/Metropolis, and;

L. Adhere to the Charter, the Regulations and the decisions promulgated at the Congresses.

Section 2: All personnel employed by the Parish including schoolteachers, are engaged or discharged by the Parish Council with the consent of the Priest.

Section 3: The Priest and Parish Council shall be responsible for all personnel employed by the Parish. In addition, the Priest and Parish Council shall be responsible for the Parish's adherence with all applicable personnel and volunteer policies promulgated by the Archdiocese.

Section 4: Upon the expiration of its term, the Parish Council shall surrender to the succeeding Parish Council all Parish records, including the list of parishioners, minute books, bankbooks, checkbooks, financial records, and all other property of the Parish.

Section 5: The Priest and Parish Council and its officers may exercise any additional authority, consistent with the Uniform Parish Regulations and these Bylaws.

CHAPTER THREE
PARISH ADMINISTRATION AND FINANCE
ARTICLE 12
PARISH ADMINISTRATION

Section 1: The Priest as head of the Parish, by virtue of the ecclesiastical authority vested in him, shall guide and oversee the Parish. The Priest together with the Parish Council is responsible to the respective Hierarchy for the whole life and activities of the Parish.

Section 2: The Parish shall be administered by the Priest and Parish Council cooperatively.

Section 3: All committees or boards of the Parish, except for the Board of Elections and the Board of Auditors, shall be under the jurisdiction of the Priest and Parish Council.

Section 4: If a problem should arise between the Priest and the Parish Council, the matter shall not be brought before the Parish Assembly. The Priest or the Parish Council shall have the right to refer the matter to the respective Hierarchy.

ARTICLE 13
PARISH ASSEMBLY

Section 1: A Parish Assembly may be convened for matters other than those involving canonical and dogmatic issues. The Parish assembly is the general meeting of the Parishioners in good standing of the Parish and is the general policymaking and appropriating body of the Parish.

Section 2: Notice of a Parish Assembly shall be mailed to all Parishioners in good standing at least ten (10) days prior to the Assembly and shall include the agenda. The agenda shall be prepared by the Priest and the Parish Council and shall include all items to be discussed at the Assembly.

Section 3: A Parish Assembly consists of parishioners in good standing of the Parish who have met their stewardship obligations to the Parish in accordance with these Bylaws. A person whose name appears on the stewardship rolls but who is in arrears in payment of his/her stewardship obligations may take part in the Parish Assembly by meeting such

stewardship obligations on or before the date of the meeting. A pledged parishioner making weekly or monthly payments towards his/her pledge is a parishioner in good standing. If a Parishioner is delinquent for more than the current calendar year, he or she may vote at the Parish Assembly only after that parishioner has met the unfulfilled stewardship financial obligation at least Sixty (60) days before the Parish Assembly. New parishioners may exercise their vote at Parish Assemblies if they have been parishioners in good standing for at least three months. The Priest shall be a non-voting participant of the Parish Assembly.

Section 4: The quorum for the Parish Assembly shall be fifteen (15%) of the parishioners in good standing. If a quorum can not be achieved, no vote can be taken. If a quorum is not present, the Parish Assembly shall be called a second time within twenty one (21) days. At such time, decisions may be taken by the number of parishioners in good standing present, with the exception of matters pertaining to the purchase, sale or encumbering of Parish property, in which case a quorum of Parishioners in good standing shall be required.

Section 5: Proxies shall not be permitted at a Parish Assembly.

Section 6: Regular Parish Assemblies shall be convened by the Priest and Parish Council, at least twice each year, at dates fixed by the Parish Council.

Section 7: Special Parish Assemblies shall be held when the Priest and/or Parish Council deem it necessary. Subject to Section 1 above, a special Parish Assembly may be convened. In addition, and except as otherwise prohibited by these Regulations or required by law, if at least ten percent (10%) of the Parishioners in good standing of the Parish submit a written petition requesting the Parish Assembly, a special Parish Assembly shall be convened. Any such petition must be submitted to the Priest and Parish Council stating the purpose for the meeting.

Section 8: The Chairman of the Parish Assembly shall be elected by the parishioners in good standing present.

Section 9: The Secretary of the Parish Assembly shall be appointed by the Chairman and shall record the minutes of the Assembly. The minutes of the Parish Assembly shall be signed by the Priest, the Chairman and the Secretary of the Parish Assembly.

ARTICLE 14
BOARD OF ELECTIONS

Section 1: The Board of Elections shall consist of no less than three (3) members elected at a Regular Parish Assembly within the same year as the elections from among those who are not candidates for election to the Parish Council. Immediate family members of candidates and incumbent Parish Council members are not eligible to serve on the Board of Elections.

Section 2: The Board of Elections shall, in cooperation with the Parish Priest, verify the eligibility of the list of candidates, notify all eligible Parishioners concerning the elections, supervise the elections and tabulate and report the results. The Priest shall be advised of all meetings of the Board of Elections, which he may attend if he so desires. The Priest shall certify that all the candidates are Parishioners in good standing as specified in Article 4, Section 1 and 2.

Section 3: A vacancy on the Board of Elections shall be filled by the Parish Council by electing a successor therefore from among the parishioners in good standing who are not candidates for election to the Parish Council.

ARTICLE 15
BOARD OF AUDITORS

Section 1: The Board of Auditors shall consist of at least three parishioners none of whom are members of the Parish Council. The Board of Auditors shall be elected at the last Parish Assembly preceding an election from among those who have not served on the Parish Council for the year being audited and who are not candidates for election to the Parish Council. The Board of Auditors shall have the financial competency to properly execute its responsibilities.

Section 2: A vacancy on the Board of Auditors shall be filled by the Parish Council by electing a successor therefore from amongst the parishioners of the Parish in good standing for the unexpired portion of such vacancy.

ARTICLE 16
PARISH FINANCES AND ARCHDIOCESAN TOTAL COMMITMENT

Section 1: The Parish Council shall be the custodian of all Parish funds.

Section 2: The Parish fiscal year shall be the calendar year. At the first Parish Assembly of each year the Parish Council shall present a financial report detailing all income and expenses for the preceding year.

Section 3: The Budget for the ensuing year shall likewise be submitted for approval by the Parish Assembly at the last regular meeting of the prior year.

Section 4: The Parish budget shall include appropriations for sending its delegates to the Clergy-Laity Congresses and local Assemblies.

Section 5: The Parish Budget must include a line item for Archdiocesan Total Commitment, which shall be calculated in accordance with the decisions of the most recent Congress.

Section 6: Notwithstanding the provisions of Article 16, Section 5, the respective Hierarch shall have the authority to make special provisions in the matter of a Parish's Total Commitment of financial obligations to the Archdiocese, as he deems necessary and appropriate. The Archdiocese shall be notified of all such special provisions made by the respective Hierarch.

Section 7: Non-recurring operating expenditures exceeding ten (10) percent of the annual operating budget require approval by the Parish Assembly.

ARTICLE 17
AMENDMENT OF BYLAWS AND REGULATIONS

Section 1: These Bylaws may be amended by the Parish Council, approved by the General Assembly and ratified by the respective Hierarch.

Section 2: The official language to be used in all the meetings of the Parish shall be the English Language, this will make it easier for the secretary to record the minutes properly.