

PROPOSED AMENDMENTS TO BY-LAWS

Please review the proposed amendments to our By-Laws indicated below. We will have a special session to review and discuss these proposed amendments on **Friday, May 31, 2024 at 3:15 PM**, at St. Augustine's Episcopal Church, 3412 Haring Rd., Metairie, LA 70006, ahead of the start of Annual Gathering 2024 and before they are presented for a vote during the Plenary Session on Saturday, June 1, 2024. Black ink reflects the current By-Laws with strike outs to indicate language being removed. Proposed new language is in blue ink.

BY-LAWS

ARTICLE I. NAME

The Name of this organization shall be "Episcopal Church Women, Diocese of Louisiana."

ARTICLE II. PURPOSE

~~The purpose of this organization shall be to deepen and nurture the spiritual life of Church women in the Diocese of Louisiana through worship of God, glorification of Christ, and presentation of Christ to the world, and to enlist their active participation in ministering to people inside and outside the Church.~~

The purpose of this organization shall be to engage the women of the Episcopal Church to carry out Christ's ministry in the world and to take part in the life and mission of our church.

ARTICLE III. MEMBERSHIP

~~All Church women of the Episcopal Church in this diocese are members of this organization.~~

All women of the Episcopal Church in the Diocese of Louisiana are welcome as members of this organization.

ARTICLE IV. ORGANIZATION

Section 1 - Divisions

This organization shall be composed of all deaneries in the Diocese of Louisiana.

For purposes of these By-Laws and the organization's operations and representation, the six deaneries in the Diocese of Louisiana have been grouped into four deaneries that shall be known as Baton Rouge Deanery, Greater New Orleans Deanery (includes Downtown, Uptown, and Jefferson deaneries), Northshore Deanery, and Southwest Deanery. References herein to "deaneries" shall mean those four.

Section 2 - Branches

Parish or Mission units of this organization shall be known as "Branches".

ARTICLE V. OFFICERS AND OFFICIALS AND DUTIES

Section 1 - Officers and Officials

A. The executive officers of this organization shall be the president, vice-president, recording secretary and treasurer.

B. Other officials shall be a president-elect, immediate past president, communications secretary, United Thank Offering coordinator, Church Periodical Club director, and a chairman and/or co-chairman to represent each deanery.

Section 2 - Duties

A. The president shall preside at all meetings of the diocesan organization and of the Diocesan Board; shall appoint all committees except the Nominating Committee; shall be ex-officio member of all committees except the Nominating Committee; shall call special meetings when necessary; shall exercise general supervision over all works.

B. The vice-president, in the absence of the president, shall perform all the duties of that officer. She shall be responsible for planning the program of the Annual Gathering with the cooperation of the president and host branch chairman of the Annual Gathering, and shall keep herself in readiness to assist the president when called upon to do so.

C. The recording secretary shall keep the minutes of all meetings. After each Annual Gathering, the recording secretary shall send a copy of the minutes to the president and to an appointed Reading Committee for review. Copies of the reviewed minutes shall be sent to members of the Diocesan Board and will be included in the packets of the next Annual Gathering. After each meeting of the Diocesan Board, copies of the minutes shall be sent to each member of the Board. She shall also be responsible for obtaining and maintaining all stationery supplies.

D. The corresponding communications secretary shall be responsible for such clerical duties as are delegated by the president or the diocesan board. She shall also be responsible for obtaining and maintaining all stationery supplies. have oversight of information and communications for the Diocesan Board during her term, such as: printed materials, electronic posts, website and social media. The communications secretary will be responsible for the Board's email database and any such communication duties as are delegated by the president.

E. The treasurer shall receive all monies and shall be custodian of all funds except the United Thank Offering and Church Periodical Club, shall make distributions according to the annual budget or by direction of the Diocesan Board, shall keep an accurate account of all receipts and disbursements, shall submit a financial statement at each meeting of the Diocesan Board, and shall submit a detailed report at the Annual Gathering. She shall send pledge forms to each branch and shall serve as chairman of the Finance Committee. One month prior to the Annual Gathering, she shall distribute to the branch presidents a copy of the proposed budget which has been approved by the Diocesan Board. At the end of her term, the treasurer shall submit an audited report.

F. The director of the Church Periodical Club shall endeavor to increase participation in the ministry of the printed word. **She shall receive and disperse contributions in concert with the National Church Periodical Club's Handbook policies and pursuant to the Diocesan Board's guidelines.** ~~She shall keep a record of all contributions. Fifty percent of the funds received by the director will be forwarded to the national CPC office and the remaining fifty percent will be kept for use by seminarians, missions and churches within this diocese for CPC projects. The CPC Director will consult with the Bishop regarding the dispersal of diocesan CPC funds.~~

G. The United Thank Offering coordinator shall endeavor to increase participation in the United Thank Offering and to deepen its meaning as an act of devotion. **She shall receive and disperse contributions pursuant to the Diocesan Board's procedures and direct this ministry in concert with the National United Thank Offering Handbook.** ~~She shall receive all moneys of the Offering which she shall record, deposit, and forward periodically in accumulated amounts to the UTO National Office.~~

H. The chairmen of deaneries shall preside at their respective deanery meetings and shall be responsible for planning the programs according to guidelines set up by the **Diocesan Board**. They shall serve as liaison between the women of their deaneries and the **Diocesan Board** ~~diocesan organization~~.

I. The president-elect shall discharge such duties as may be assigned by the president and/or the **Diocesan Board**. The president-elect may also serve as officer or other official in the year that she is president-elect.

ARTICLE VI. GATHERINGS

Section 1 - Annual Gatherings

A. An Annual Gathering of the Episcopal Church Women, Diocese of Louisiana, shall be held in the spring in one of the deaneries, following a pattern of rotation. The dates for this gathering shall be determined by the vice president in conference with the bishop. The purpose of this gathering shall be to hear reports, present plans for the coming year, elect officers, transact official business, and present inspirational and informative programs. The rector and a committee of the host church shall make all local arrangements for the gathering, with the approval of the **Diocesan Board** ~~diocesan board~~.

B. The voting body of this organization shall be composed of the **Diocesan Board**, past presidents of our diocesan ECW residing in the Diocese of Louisiana and four official delegates from each branch.

C. Twenty-five delegates shall constitute a quorum at Annual Gatherings.

Section 2 - Deanery Meetings

A. At least one deanery meeting shall be held annually in each deanery, date and place to be set by the deanery chairman.

B. The voting body for deanery meetings shall be composed of all **Diocesan Board** members resident in the deanery and two official delegates from each branch who are in attendance.

C. Delegates representing 25% of branches in the deanery shall constitute a quorum.

Section 3 - Triennial Meeting

The Episcopal Church Women, Diocese of Louisiana, shall be represented at the Triennial Meeting by the president, president-elect, United Thank Offering **Coordinator** ~~custodian~~ and such other delegates as may be required, who shall be elected at an Annual Gathering the year preceding the Triennial Meeting. ~~An equal number of delegates shall also be elected. One~~ **alternate shall be elected.** If any elected **delegate** ~~representative~~ or alternate is unable to attend Triennial **Meeting**, the diocesan president with the approval of the bishop, shall appoint another **delegate in her place** ~~representatives~~.

ARTICLE VII. DIOCESAN BOARD

Section 1 - Membership

The **Diocesan Board** shall consist of all executive officers, ~~elected officers~~, officials, and appointed board members. ~~non-elected officials~~. All board members shall have a voice and vote.

Section 2 - Authority

The **Diocesan Board** shall have authority to transact any items of business which may arise during the interim between Annual Gatherings. An ~~executive~~ **Advisory Committee** composed of the ~~executive~~ ~~elected~~ officers and the immediate past president shall have the authority to act in emergency situations.

Section 3 - Meetings

The **Diocesan Board** shall meet at least twice a year and may be called into special sessions by the president. The time and place of the board meetings shall be arranged by the president.

Section 4 - Quorum

A quorum shall consist of 50% plus 1 of the ~~elected~~ **Diocesan Board** ~~board~~.

ARTICLE VIII. NOMINATIONS AND ELECTIONS

Section 1 - Officers and Officials

A. At the Annual Gathering which marks the end of the president's second year office, a president-elect shall be elected.

B. The vice-president, recording secretary, treasurer, United Thank Offering **coordinator**, Church Periodical Club **director** and ~~corresponding~~ **communication** secretary shall be elected at Annual Gathering.

C. The deanery chairman and/or co-chairman shall be selected at a spring meeting of the deanery which they are to represent, with term of office to begin following the Annual Gathering.

Section 2 - Nominating Committee

- A. The Nominating Committee shall be responsible for providing a slate of **officials or** officers to be elected at Annual Gathering.
- B. The immediate past ~~diocesan~~ president shall serve as chairman of the **Nominating Committee**. The senior deanery chairman from each deanery shall serve for the period of her term.
- C. The chairman of the Nominating Committee shall prepare a list of offices to be filled and shall mail (**by USPS or electronically**) copies of said list, with requests for nominations and descriptions of offices to be filled, to each branch in the diocese **as well as other ECW members using email lists and social media**, at least three months prior to Annual Gathering each year.
- D. A list of nominees to be voted upon at the Annual Gathering shall be mailed (**by USPS or electronically**) to all branches **as well as other ECW members using email lists and social media**, four weeks prior to that gathering.
- E. Nominations from the floor may be made, provided the consent of the nominee has been obtained previously.
- F. All names presented by the Nominating Committee and by nominations from the floor shall be placed on the official slate for balloting at the Annual Gathering.

Section 3 - Elections

- A. Election shall be by secret ballot. Where there is only one nominee for any given office, the assembly may move to forego the written ballot and vote by acclamation.
- B. A plurality vote shall elect.
- C. The president shall appoint an Elections Committee to receive and tabulate ballots.

Section 4 - Terms of Office

- A. Officers shall be elected for a term of three years. Deanery chairmen and/or co-chairmen shall be elected or chosen for a term of two years.
- B. The president-elect shall be elected for a one-year term, at the conclusion of which, she shall assume a three-year term as president.
- C. Officers and officials, elected at Annual Gatherings and elected or chosen at **D deanery** meetings, shall assume their respective duties at the close of the Annual Gathering.
- D. Vacancies occurring in any office shall be filled by presidential appointment with the approval of the executive ~~officers~~ **Board**.
- E. The terms of ~~Board and~~ **appointed committee members shall terminate with the appointing president's term. Such appointed Board and committee members are eligible for reappointment by subsequent presidents.**

ARTICLE IX. FINANCE

Section 1 - Sources of Income

- A. The finances of this organization shall be derived from branch pledges, from interest on invested funds, and from gifts.

Section 2 - Committee on Finance

A. There shall be a **Finance Committee** ~~Committee on Finance~~ composed of seven members, four of whom shall be the ~~diocesan~~ treasurer, serving as chairman, the president, the vice-president and the immediate past president. The president shall appoint three other members.

B. The duties of this committee shall be:

1. To study all financial requests that come to the organization.
2. To make recommendations for new projects or grants deemed worthy.
3. To prepare a budget which shall be submitted to the **Diocesan Board** at its **Spring Board Meeting** ~~spring meeting~~.

Section 3 - Fiscal Year

The fiscal year shall begin on June 1st and close on May 31st of the following calendar year.

ARTICLE X. COMMITTEES

There shall be such standing and special committees as shall be necessary to carry on the various activities of the ~~Episcopal Church Women~~ **Diocesan Board**.

ARTICLE XI. PARLIAMENTARY AUTHORITY

This organization is governed by these By-Laws. In all matters not covered by these By-Laws, Robert's "Rules of Order, Newly Revised" will be consulted. (Roberts Rules of Order 12th Edition 2020)