

## **Bylaws of the Standing Committee**

*These bylaws are subject to the Constitution and the Canons of the Diocese of North Carolina, particularly Article VIII of the Constitution and Canon 9.*

- I. The Standing Committee shall consist of five clergy of the Diocese and four members of the laity who are enrolled confirmed adult communicants in good standing. The term of office shall be for three years, with three members being elected at each annual Convention. Any member of the Committee whose immediate prior service has been for less than three years shall be eligible for re-election to a full three-year term; otherwise, no elected member shall be eligible for re-election until one year shall have elapsed following the expiration of the term of office.
- II. Members of the Standing Committee take office on January 1. It is the duty of each member to attend all regular and special meetings. Because of the importance of the decisions taken by the Standing Committee and because of the small size of the committee, it is critical that all members are present at each meeting. If a member cannot attend a meeting, he/she must notify the President of the Standing Committee as early as possible. The President may require a member who has failed to attend a meeting to show good cause why he/she should not be removed from office. If the Committee finds that the member has failed to show good cause for non-attendance, the Committee may declare the seat vacant. The Committee shall have the power to fill any vacancy that may occur in its own body for the remainder of the unexpired term.
- III. The Standing Committee shall annually elect a President and a Secretary from its own membership. The rising senior class members of the Standing Committee (defined as those members whose term will expire at the end of the next calendar year) shall constitute a Nominating Committee. The Nominating Committee shall meet in October to prepare a slate of officers to serve in the following year. Such nominations shall be presented at the November Standing Committee meeting for vote and approval. Such officers as elected will assume office on January 1.
- IV. The President shall call a meeting of the Committee
  - a. whenever the President may deem it advisable.
  - b. whenever required to do so by the Bishop, or by any three members of the Committee.
  - c. within 30 days after knowledge of a vacancy in the Episcopate.
- V. Meetings are generally held on the third Monday of the month, with variations to the schedule announced in advance by the President, according to his/her judgment.
  - a. The Standing Committee may conduct a meeting by means of teleconference, video conference, or any other technology that allows all persons participating to hear each other at the same time and to participate in discussion. For the purpose of determining a quorum and for voting, members participating in a meeting by means of remote communication shall be deemed to be present in person at the meeting.
  - b. Any action required or permitted to be taken at any meeting of the Standing Committee may be taken without a meeting if (i) all members of the Standing Committee

consent to such action in writing or authenticated electronic transmission, and (ii) the action is recorded in the minutes of the next succeeding meeting together with the writing or authenticated electronic transmission agreeing to it.

c. A quorum of five members must be present at all meetings.

d. The Secretary shall file the minutes of all proceedings of the Standing Committee to the Diocesan Office in a timely manner.

- VI. The President of the Standing Committee shall be the person designated to communicate the actions of the Standing Committee to appropriate persons or entities. Exceptions to this policy must have prior approval of the Standing Committee.
- VII. When there is no Bishop, the Standing Committee shall be the Ecclesiastical Authority of the Diocese, and as such may invite the temporary service of bishops, and, for due cause, may change the time or place of the annual meetings of the Convention. It may also summon Special Conventions when there is no Bishop, and shall do so upon the call of one-third of the clergy of the Diocese, or one-third of the parishes in union with the Convention, as appearing upon the lists of the Journal last before published. And although there be a Bishop, the Standing Committee shall have power to call Special Conventions for the purpose of considering and dealing properly with threatened or existing disciplinary proceedings against a Bishop, and shall do so upon a similar requisition by the clergy or laity.
- VIII. When a bishop is to be elected, nominees shall be proposed to the electing Convention through a process established by the Standing Committee. The process shall ensure that all persons to be nominated shall have been identified and announced to the Diocese not less than 60 days before the first day of the electing Convention.
- IX. The Standing Committee interviews candidates for the priesthood and diaconate, considers all consents required in relation to Episcopal elections, oversees real estate matters, and acts as a Council of Advice to the Bishop.
- X. The Standing Committee shall report to the annual Convention the transactions of the preceding year. A record of all its official acts shall be kept by its Secretary and be available for inspection by the Bishop and the Convention.
- XI. Members of the Standing Committee shall attend each annual and special Convention of the Church in this Diocese. When the Bishop is not able to preside at Convention, the President of the Standing Committee shall preside.

Adopted by the Standing Committee on September 15, 2014; amended February 20, 2017; amended February 18, 2019.